April 1, 2012

MEMORANDUM

TO: City and County Superintendents of Education
   High School Principals
   Driver Education Teachers

FROM: Thomas R. Bice
      State Superintendent of Education

SUBJECT: Preliminary Certification, CBT Certification, and Professional Development for Driver and Traffic Safety Education Teachers

To assist local education agencies in seeking Driver and Traffic Safety Education (DTSE) teachers, the Alabama Department of Education has two alternative approaches to gaining certification in Driver and Traffic Safety Education. They are the Additional Teaching Field Approach (Form CBT) and the Preliminary Certificate Through Exception Approach (Form ADM).

The Additional Teaching Field Approach (CBT) is a certification approach for an applicant who already holds a valid Alabama Professional Educator Certificate in a teaching field and has two full years of full-time classroom teaching experience within Grades P-12. The individual will need to successfully complete and earn credit for the required Alabama Department of Education’s basic and advanced Driver Education courses prior to September 1 and obtain the current, minimum score on the Praxis II: 0867 Driver Education test prior to January 1 of the scholastic year in which the applicant is requesting the certificate. Please be aware that the Praxis II: 0867 Driver Education test is not offered during every test administration. The last test date in 2012 for the Praxis II: 0867 Driver Education test is July 21, 2012. Registration information for the Praxis II tests may be found at www.ets.org/praxis/al/requirements or by calling 1-800-772-9476. For a Professional Educator Certificate in Driver and Traffic Safety Education with a valid period of July 1, 2012, to June 30, 2017, an applicant would need to:

- Verify two full years of full-time classroom teaching experience within Grades P-12 earned prior to September 1, 2012.
- Submit an official transcript verifying credit earned at an Alabama institution for both the basic and advanced Driver Education courses provided by the Alabama Department of Education that were successfully completed prior to September 1, 2012.
- Verify a current, minimum score of at least 149 on the Praxis II: 0867 Driver Education test on a test administration date prior to January 1, 2013. (Note: The last test date in 2012 for the Praxis II: 0867 Driver’s Education test is July 21, 2012.)
- Submit the application for the CBT Approach to the Teacher Certification Office prior to January 1, 2013. (Additional information is located on the Form CBT and the CBT Summary available at www.tcetcert.alsde.edu.)

The Preliminary Certificate Through Exception Approach is available for individuals who are not eligible for Professional Educator Certification in Driver and Traffic Safety Education through any
other approach. If an individual holds a valid Alabama Professional Educator Certificate or a valid Alabama Professional Leadership Certificate but does not have a valid Professional Educator Certificate in a teaching field and two full years of full-time classroom teaching experience within Grades P-12 to seek professional educator certification in Driver and Traffic Safety Education through the CBT Approach, a city or county superintendent can recommend the applicant for certification through the Preliminary Certificate Through Exception Approach if the applicant:

- Submits an official transcript verifying credit earned at an Alabama institution for both the basic and advanced Driver Education courses provided by the Alabama Department of Education that were successfully completed prior to September 1, 2012.
- Verifies a current, minimum score of at least 149 on the Praxis II: 0867 Driver Education test on a test administration date prior to September 1, 2012. (Note: The last test date in 2012 for the Praxis II: 0867 Driver’s Education test is July 21, 2012.)
- Receives the city or county superintendent’s recommendation for a Preliminary Certificate Through Exception (Form ADM) for Driver and Traffic Safety Education, which must be received in the Teacher Certification Office no later than October 1, 2012.

The first and second Preliminary Certificates Through Exception (and, if applicable, the third Preliminary Certificate Through Exception) must be held within four scholastic years from the July 1 beginning date of the first Preliminary Certificate Through Exception. The individual must complete two years (18 months) of full-time educational experience and must have been teaching Driver and Traffic Safety Education while holding the Preliminary Certificates Through Exception. Thereafter, the individual may apply for Professional Educator Certification in Driver and Traffic Safety Education following the completion of the Preliminary Certificate Through Exception Approach in Driver and Traffic Safety Education.

The basic course will be taught July 16-20, 2012, and the advanced course will be taught July 23-27, 2012, at the site indicated in the first column below. Space will be limited. The institution listed in the second column will award credits. A map and an update will be provided upon receipt of the enclosed information sheet. (Note: The last test date in 2012 for the Praxis II: 0867 Driver Education test is July 21, 2012. You may want to consider registering for this test as soon as possible if you need to take the test.)

<table>
<thead>
<tr>
<th>Attendance Location</th>
<th>Institution Awarding Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lincoln Center, Birmingham, Alabama</td>
<td>Jacksonville State University</td>
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</tbody>
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Registration and payment will occur on-site the first day of class. Course credit must appear on a Jacksonville State University transcript, and if the applicant will be teaching DTSE for the 2012-2013 scholastic year and does not meet the requirements for the CBT Approach in DTSE at this time, the Form ADM for the scholastic year 2012-2013 must be submitted by the employing city or county superintendent to the Teacher Certification Office by October 1, 2012, provided the applicant has met all requirements listed on the Form ADM. The cost for these classes is $1,530 for undergraduate credit.
Five clock hours of professional development will be offered to all certified driver education teachers on Wednesday, July 25, 2012, from 8 a.m. until 1 p.m., at the same location.

Please complete and return the enclosed Alabama Department of Education Registration Form. If additional information is needed, you may contact Mr. Michael Bassett or Mr. Chad Carpenter at 334-242-8220 or by email at mbasett@alsde.edu or ccarpenter@alsde.edu. For additional information concerning the classes offered, check our department’s web site at www.alsde.edu and review under driver education publications.

TRB/MB/EH
Enclosures
FY12-3038
ALABAMA DEPARTMENT OF EDUCATION
DRIVER AND TRAFFIC SAFETY EDUCATION
REGISTRATION FORM
PRELIMINARY CERTIFICATION PROGRAM
AND
PROFESSIONAL DEVELOPMENT WORKSHOP


Cost of courses will be:
For Undergraduate Credit - $1,530.00 (6 hours x $255.00)

PLEASE NOTE: Both courses must be successfully completed, in order, prior to submission of the request for a Preliminary Certificate Through Exception. Individuals requesting Preliminary Certification Through Exception (Form ADM) that do not hold a valid Alabama Professional Educator Certificate in a teaching field and/or will not have two full years of full-time classroom teaching experience prior to September 1, 2012, must register to take the Praxis II test by June 21, 2012, for the test administration date of July 21, 2012.

FOR CURRENT DRIVER EDUCATION TEACHERS ONLY:

____ I will attend the Driver Education Professional Development Program on Wednesday, July 25, at the Lincoln Center beginning at 8 a.m.

Name ____________________________

Home Address ____________________________

City ____________________________ State _______ Zip Code _______

E-mail ____________________________

Home Telephone Number (_____________________

School System and School Name ____________________________

School Address ____________________________

City ____________________________ State _______ Zip Code _______

School Telephone Number (_____________________

Location for Attendance:
Lincoln Center – Birmingham, Alabama

Please mail to:
Michael Bassett, Driver and Traffic Safety Education, Alabama State Department of Education, P.O. Box 302101, 5350 Gordon Persons Building, Montgomery, AL 36130-2101, or fax to 334-353-7953. If you have any questions, please contact Michael Bassett or Chad Carpenter at 334-242-8220 or by e-mail, mbassett@alsde.edu or ccarpenter@alsde.edu.
Preliminary Certification and 0G3 Endorsement for Driver and Traffic Education Teachers
Directions and Information

The first day of class is Monday, July 16 beginning at 8 a.m. Below are directions to the site for the class. The course will run July 16–20 and July 23–27, 2012, 8 a.m. – 5 p.m. If you have further questions, please contact Mr. Michael Bassett (mbassett@alsde.edu) or Mr. Chad Carpenter (ccarpenter@alsde.edu) at 334-242-8220.

Please remember that official registration for the classes will occur on-site the first day of class. Please bring the proper monetary amount needed to complete your registration. Jacksonville State University will accept personal or school checks, credit cards, and/or cash.

Classes are $255.00 per hour for a total of $1,530.00. You must also pay a $30.00 non-refundable application fee if you have never registered at Jacksonville State University. ALL FEES WILL BE PAID ON-SITE.

Directions to class site:
Lincoln Center
901 9th Avenue, North
Birmingham, Alabama
205-231-2250

From I-65 North, take the US-11 Highway Exit #260B (3rd Avenue North), and continue straight to go onto 11th Street North. Turn left onto Reverend Abraham Woods Jr. Blvd. (8th Avenue North) and then take the second right onto 9th Street North. Turn right onto 9th Avenue North and the building will be on the right.

From I-65 South, take the 6th Avenue North Exit #260. Turn right onto 6th Avenue North. Next, take the first right onto 9th Street North and then turn right onto 9th Avenue North. The building will be on the right.

Once you have entered the building, look for the information board. This board will direct you to the correct classroom.