



Arkansas Qualified Teacher Designation Form

Arkansas Qualified Teacher (AQT) is a designation that a teacher, who is not licensed in the content area he or she is teaching, has content knowledge in that subject/area. To meet AQT requirements this form must be used to document demonstrated content knowledge.

IMPORTANT: AQT is ONLY required as follows:

- 1. When teaching a *core academic subject* * (for which the teacher is not licensed) at a school (or other educational entity) that has received a legal waiver of licensure, or**
- 2. When teaching a *core academic subject* * in Special Education or in an Alternative Learning Environment (ALE).**

Note: Any teacher who has previously demonstrated HQT status is automatically AQT in that subject/area.

To be AQT one must have at least a bachelor's degree, and must demonstrate content knowledge in the subject/area. The school or district administrator shall determine that the educator meets the eligibility requirements for the subject/area(s) being taught and must keep all appropriate documentation on file.

Teacher Name _____ Date _____

School _____ District _____

TEACHERS ARE TO ATTACH ALL APPROPRIATE DOCUMENTATION. COPIES ARE TO BE KEPT BY THE TEACHER AND KEPT ON FILE IN THE SCHOOL DISTRICT.

*** Core Academic Subjects (Check the area in which AQT is sought.)**

- | | | | |
|--|--|--------------------------------|---|
| <input type="checkbox"/> Art | <input type="checkbox"/> Elementary (K-6) | <input type="checkbox"/> Music | <input type="checkbox"/> Science |
| <input type="checkbox"/> English/Language Arts | <input type="checkbox"/> Foreign Language. | <input type="checkbox"/> Math | <input type="checkbox"/> Social Studies |

SECTION I.

To be AQT the teacher must have a bachelor's degree or higher

Degree _____ Date Awarded _____ Institution _____

AND must meet at least one of the following *eligibility requirements*. (Check those that apply.)

- The degree is in the content area the teacher will teach; **or**
- The teacher has minimum of eighteen (18) college credit hours in the content area he or she will teach; **or**
- The teacher has successfully completed a content area assessment approved by the State Board of Education for the content area he or she will teach; **or**
- The teacher has National Board Certification in the content area he or she will teach; **or**
- The teacher has documented *successful, relevant work experience*¹ in the teaching area.

¹ *Successful, relevant work experience* means employment in a specific field or occupation for at least one (1) year that required the educator to demonstrate knowledge and skills in the content area to be taught, as supported by two (2) professional letters of recommendation from the educator's employer or supervisor.

For Special Education, the teacher must have at least a bachelor's degree and...

- Hold an Arkansas Special Education license or be teaching under an approved Additional Licensure Plan waiver for Special Education

AND, either:

- Met one of the *eligibility requirements* above, **or**
- Successfully completed a general content area assessment approved by the State Board of Education, i.e. Praxis 5511, **or**
- Demonstrate content knowledge in the area using the AQT Criteria in **SECTION II** below.

For Alternative Learning Environment the teacher must have at least a bachelor's degree and...

- Hold an Arkansas teaching license (except where licensure is officially waived)

AND, either:

- Met one of the *eligibility requirements* above, **or**
- Successfully completed a general content area assessment approved by the State Board of Education, i.e. Praxis 5511, **or**
- Demonstrate content knowledge in the area using the AQT Criteria in **SECTION II** below.

School District Administrator's name

School District Administrator's signature

Date

Teacher's signature

Date

SECTION II (only if necessary).

For Alternative Learning Environment and/or Special Education ONLY

To demonstrate subject area content knowledge using **SECTION II** a teacher must accumulate at least 100 points in the selected area.

- Art
- Elementary (K-6)
- Music
- Science
- English/Language Arts
- Foreign Language.
- Math
- Social Studies

AQT Criteria	Value	Points Earned
Content test taken for licensure in another state. Label, and attach description.	100 pts	
College/University coursework in the content area (if less than 18 hours). Attach list of coursework.	# credit hours _____ 5.6 pts per credit hour	
National Teacher Exam Content Area Assessment(s) for this content area. Label, and attach description.	50 pts	
Served in an administrative capacity in the content area, e.g., Dept. chair, School Improvement chair, Lead teacher, etc. (10 pts per year) Label, and attach description.	# of years served _____	

Documented committee service in school/district level curriculum development in this content area. (5 pts per activity) Label, and attach description.	# of activities _____	
Documented committee service in state or national curriculum development in this content area. (10 pts per activity) Label, and attach description.	# of activities _____	
Textbook adoption committee service in this content area. (15 pts per committee) Label, and attach description.	# of committees _____	
Papers published in refereed journals in this content area. (10 pts per paper) Label, and attach description.	# of papers _____	
Presentations made at content-area or specialty-area association conferences. (10 pts per presentation) Label, and attach description.	# of presentations _____	
ADE approved content area conferences attended. (5 pts per conference) Label, and attach description.	# of conferences _____	
Service as an ADE Certified Mentor in this content area. (10 pts per year)	# of years served _____	
Content-based Professional Development – approved by the ADE or by the school or district administrator (1 pt/hr up to 20 pts/year) Label, and attach description.	# of hours _____	
AR Leadership Academy Individual or Team Institute.	20 pts	
ELLA – Year Long	20 pts	
AR Math QuEST	20 pts	
Arkansas Grasping Phenomenal Science	1 point per hour up to 20 points per year	
Advanced Placement Training. Label, and attach description.	1 point per hour up to 20 points per year	
Arkansas Mathematics and Science Professional Development Institute	1 point per hour up to 20 points per year	
Effective Literacy, Literacy Lab, Reading First, RISE Training, or some similar activity – Year Long. Label, and attach description.	20 pts	
Attach all documentation.		Total