

MICHIGAN TEACHER CERTIFICATION
INFORMATION AND
RECOMMENDATION INSTRUCTIONS
FOR TEACHER PREPARATION INSTITUTIONS

MICHIGAN DEPARTMENT OF EDUCATION
Office of Professional Preparation Services
February 2008

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INTRODUCTION

The *Michigan Teacher Certification Information and Recommendation Instructions for Teacher Preparation Institutions* has been prepared to assist persons in the records and certification offices of Michigan teacher preparation institutions who are responsible for the processing of teaching certificate recommendations. Information on the Professional Education certificate and the Occupational Education certificate has been included in this revision.

Also, "Instructions for Preparing Vocational Certification Recommendations" are included in Section VI.

The instructions provide direction for most situations. In the event a situation arises which is not covered by these guidelines, please call the Office of Professional Preparation Services, Michigan Department of Education, at (517) 241-4410 for matters pertaining to certification and program approval; for vocational certification, call (517) 335-0585.

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MICHIGAN'S TEACHER CERTIFICATION SYSTEM

Background Information

Throughout the United States, each state establishes its own licensing requirements, and no one is allowed to teach in a public school without a license or certificate from that state. In Michigan, as most states, the traditional process by which one obtains a license to teach is through completion of a teacher education program at an approved college or university approved by the Michigan Department of Education.

Currently, there are 32 colleges and universities approved by the State Board of Education to prepare teachers and make recommendations to the Board for certification/licensure to teach. Of this number, nine are approved to prepare teachers in various career and technical (vocational) education endorsement areas.

Licensure, as used in this discussion, means the official recognition by the State Board of Education that an individual has met state requirements regarding the knowledge and skills needed to teach and is approved to practice as an educator in the state.

Authority

This approval is provided in Section 1531 of the School Code which authorizes the State Board of Education to determine the requirements for, and to issue all licenses and certificates for, teachers in public schools.

Also, in this state, teachers in private, denominational and parochial schools are required to be certified "to teach in like grades." (MCL 388.533 – Section 3 Act 302 of PA 1921.)

The requirements (structure and content) for the preparation of teachers and the issuance of a teacher certificate are compiled in the State Board of Education's *Administrative Rules Governing the Certification of Michigan Teachers*. Standards for the preparation of teachers through specialty programs are approved by the State Board of Education. This document contains the following information:

- Pertinent terms and definitions
- Specifications/standards for preparation programs
 - general education and substantive fields
 - professional education
 - scholastic average
 - directed student teaching
- Types of certificates and permits
 - validity period
 - renewal requirements
- Revocation and suspension of certificates

STRUCTURE OF MICHIGAN'S CERTIFICATION SYSTEM

Michigan issues two basic types and two basic levels of teaching certificates.

Types: **Provisional certificate:** the initial teaching credential; valid for up to six years, during which the holder is expected to gain experience as a practicing professional and to acquire additional professional development through advanced study as a prerequisite for the next level of certification.

Professional Education certificate: the advanced teaching credential; valid for up to five years. The Professional Education certificate requirements are as follows:

- a. Completion of three years of successful teaching experience within the validity of the Provisional certificate.
- b. Completion of an 18-semester-hour planned program at a state-approved teacher preparation institution since the issuance of the Provisional certificate or an approved master's or higher degree at any time.
- c. Completion of three semester hours of reading methodology for the secondary level of certificate; six for the elementary certificate.

Levels: **Elementary certificate** authorizes an individual to teach:

All subjects K-5
All subjects K-8 in a self-contained classroom
Subject areas (major or minor areas) grades 6-8

Secondary certificate authorizes an individual to teach:

Subject areas (major or minor area) grades 6-12

NOTE: Approximately 6,500 new Provisional certificates are issued annually, and many of the newly certificated individuals become employed in Michigan schools.

NONCERTIFIED/NONENDORSED TEACHERS

Authorized by Administrative Rule

If a school district or school cannot find an appropriately certified teacher for a regular or a substitute teaching assignment, it may apply for one of the teacher permits addressed in part 4, State Special permits, of the *Administrative Rules Governing the Certification of Michigan Teachers*.

There are three types of teacher permits issued in Michigan:

The Substitute Permit

This permit, also known as the day-to-day permit, is the most commonly issued permit. It allows a person who does not hold a valid Michigan teaching certificate or one valid for the teaching assignment to be employed as a substitute teacher on a day-to-day basis when the regular teacher is temporarily absent. This type of permit is not valid for a regular or extended teaching assignment. Requirements include completion of 90 semester hours of satisfactory credit. The credit must be consolidated at one regionally accredited four-year college or university.

The Full-Year Permit (R 390.1142)

Allows a person who does not hold a valid teaching certificate to serve in a regular teaching position. Qualifications include completion of a minimum of 120 semester hours of credit, including 15 semester hours of professional education credit, from an approved teacher preparation institution. It must also be documented that an appropriately certified teacher was not available for the assignment. Individuals on a full-year permit must be able to demonstrate competence as a highly qualified teacher if assigned to teach a core academic class.

The Emergency Permit (R 390.1145)

Allows a school district/school to employ a person who does not meet requirements for the full-year permit in a regular teaching assignment. It is issued only in emergency situations when the lack of a teacher will deprive students of an education. Qualifications include completion of a baccalaureate or higher degree at a regionally or nationally accredited college or university; OR current enrollment AND completion of at least 90 semester hours in an approved teacher preparation program AND documentation that an appropriately certified teacher OR a person who meets the requirements for a full-year permit is NOT available for the teaching assignment identified as an “emergency” situation. Individuals on an emergency permit must be able to demonstrate competence as a highly qualified teacher if assigned to teach a core academic class.

Authorized by Code

Section 1233(b) of Public Act 289 (1995) authorizes the employment of a noncertificated, nonendorsed teacher FOR GRADES 9-12 in the subject areas of COMPUTER SCIENCE, FOREIGN LANGUAGE, MATHEMATICS, BIOLOGY, CHEMISTRY, ENGINEERING, PHYSICS, ROBOTICS, or in another subject area designated by the State Board of Education. However, the district/school must obtain a permit for compliance.

To qualify for a permit under this provision, the candidate must:

- Possess an earned bachelor’s degree from an accredited postsecondary institution.
- Have a major or graduate degree in the field of specialization in which he or she will teach.
- Have, in the five-year period immediately preceding the date of hire, not less than two years of occupational experience in the field of specialization in which he or she will teach. Those who will teach in the area of foreign language are exempt from this requirement.

Under Section 1233(b), the district/school may also employ or continue to employ a full-time or part-time noncertificated, nonendorsed teacher to teach one of the designated courses listed if:

- The noncertificated, nonendorsed teacher is annually and continually enrolled and completing credits in an approved teacher preparation program leading to a Provisional teaching certificate.
- The noncertificated, nonendorsed teacher has a planned program leading to teacher certification on file with the employing district, public school academy or nonpublic school, his or her teacher preparation institution, and the Department of Education.

NOTE: If the district/school wishes to employ a noncertificated, nonendorsed teacher in one of the designated subject areas for more than one year, the teacher must pass both the basic skills and subject area examinations (if a subject area examination exists) in the field of specialization in which he or she will teach.

NOTE: Teachers hired under Section 1233(b) may be employed under the same arrangements as a fully certificated teacher.

CERTIFICATION REQUIREMENTS

1. Provisional Renewal Requirements

- A. The holder of a Michigan Provisional certificate who fails to complete the requirements for the Professional Education certificate can qualify at any future time(s) for two or more 3-year renewals of the Provisional certificate.
- 1) The first 3-year renewal is available upon completion of the first 9 semester hours of the 18-semester-hour planned program required for the eventual advanced certification (the Professional Education certificate).^{*} (The 18-semester-hour program must be planned by an approved Michigan teacher preparation institution.) Beginning July 1, 2009, the teacher must meet the additional 3 semester credit reading requirement prior to renewal.
 - 2) After expiration of the first 3-year renewal, if the holder still has not completed the experience requirements for the Professional Education certificate, a second 3-year renewal is available after completion of the entire 18-semester-hour planned program required for the eventual Professional Education certificate.^{*} Beginning July 1, 2009, the teacher must meet the additional 3 semester credit reading requirement prior to renewal.
- B. Such renewal(s) must be recommended by the approved Michigan college which “plans” the required program of additional credit regardless of what institution recommended the initial Provisional certificate. (Candidates who have completed appropriate credit in an approved out-of-state master’s degree program apply directly to the Office of Professional Preparation Services; the holder of a Michigan conferred master’s degree applies to the master’s – not the bachelor’s degree granting institution.)
- C. When recommending a renewal of a Provisional certificate issued prior to July 1, 1970, type the names of these candidates on a separate roster, since these candidates are coded differently.
- D. Third renewals may be issued to individuals who have completed all credit requirements for the Professional Education certificate or Occupational Education certificate and have been hired for a regular teaching position for the current school year. Applicants apply directly to the Office of Professional Preparation Services. The third renewal will be issued when the application, fee payment, letter from the school district, and institution verification of completion of academic requirements for the Professional Education or Occupational Education certificate have been received.

^{*}The holder of an approved master’s or higher degree is not required to complete additional credit for these renewals or eventual Professional certification, except that, beginning July 1, 1983, the applicants must show evidence of the completion of the initial certification reading requirement (6 semester credits for elementary and 3 semester credits for secondary) before advancing to the Professional Education certificate. In addition, beginning July 1, 2009, the applicant must present evidence of the completion of the reading requirement since the issuance of the Provisional certificate.

E. New Two-Year Provisional Extension (PA 230 of 2000 – Section 1531[e])

- Initiated by sponsorship of the employing school district or school. The district submits the application to MDE.
- Designed for those who have not completed Provisional certificate renewal requirements.
- Can only be issued if certificate has lapsed within 10 years prior to application for a 2-year extension.
- Applicant must submit a signed outline of planned program from an approved teacher preparation institution along with the application.
- Must meet requirements for the Professional Education certificate at the end of the 2-year period to remain certified.
- Forfeits any opportunity for additional renewals of the Provisional certificate.

2. Extensions of Provisional Certificates

Extensions of Provisional certificates are granted only for persons rendering military or Peace Corps service. Such extensions are granted for a corresponding length of time spent in the military or Peace Corps. Requests for extensions should be directed to the Michigan Department of Education, Office of Professional Preparation Services, and should be accompanied with appropriate evidence of service. (Do not confuse EXTENSIONS and RENEWALS. They are totally different processes.)

3. Professional Education Certificate Recommendations

As of June 30, 1992, Continuing certificates and Full Vocational Authorizations are no longer issued. The candidate meeting requirements listed below as of June 30, 1992, will receive the Professional Education and/or the Occupational Education certificate. This certificate will be valid up to five years and will be renewed on the basis of the completion of six semester hours of appropriate credit or the equivalent of State Board-Continuing Education Units.

- A. The candidate must teach successfully for 3 years following the initial issuance of and within the endorsements areas on his/her Michigan Provisional certificate. (Experience prior to receiving a teaching certificate is not applicable.)
- B. The candidate must earn 18 semester hours after the issuance of the initial Michigan Provisional certificate in a planned course of study. This advanced course of study must be planned with one approved Michigan teacher preparation institution. (A person with an approved master's or higher degree is not required to complete the 18-semester-hour program, regardless of when the master's degree was conferred.)
- C. The Professional Education certificate candidate must present a minimum of six semester hours of satisfactory credit in reading methodology for the elementary Professional Education certificate, or three semester hours of satisfactory credit in reading methodology for the secondary Professional Education certificate. The reading credit may be or have been completed at any stage of the candidate's college-level preparation. In addition, beginning July 1, 2009, the candidate must present evidence of the completion of 3 semester credits of reading since the issuance of the Provisional certificate.
- D. The Professional Education certificate must be recommended by the Michigan teacher preparation institution at which the 18-semester-hour program is approved as "planned." (Only the holder of an approved out-of-state master's degree or appropriate credit in an

out-of-state master's degree applies directly to the Office of Professional preparation Services. All other candidates apply directly to the Michigan college which "plans" [or approves as "planned"] their additional credit regardless of who recommended their Provisional certificate. The holder of an approved Michigan master's degree applies to the master's, not the bachelor's, degree granting institution.)

NOTE: After 30, 1992, candidates for the Professional Education certificate must meet requirements as set forth in A, B & C; the "30-semester-hour program beyond the bachelor's degree" option is no longer available.

4. Reinstatement of Permanent, Continuing, or Full Vocational Authorization Certificates. See R 390.1134 of the "Administrative Rules Governing the Certification of Michigan Teachers." Six hours of credits may be completed at a teacher preparation institution. Applicants for reinstatement apply directly to MDE.
5. School Counselor Certification/Licensure
 - A. Preliminary Employment Authorization for School Counselor/School Counselor Endorsement

On April 15, 1999, the State Board of Education approved an experimental preparation program for credentialing school counselors. The program was designed by the Michigan School Counselor Association and Michigan teacher preparation institutions offering counselor education programs in response to the documented shortage of school counselors.

This program involves a two-tiered design whereby candidates for a guidance and counseling endorsement on a valid Michigan teaching certificate may be recommended and issued a Preliminary Employment Authorization for School counselor following successful completion of 34 semester hours in an approved program (which may vary by institution from 34 to 48 semester hours and result in the issuance of a master's degree or its equivalent). Applicants without a teaching certificate applying for the school counselor license may also be recommended for the Preliminary Employment Authorization for School Counselor.

This interim credential is valid for three calendar years, and is nonrenewable. Candidates for this credential are recommended by the institution using the roster form provided by the MDE.

While working under the Preliminary Employment Authorization for School Counselor, the holder is expected to complete all remaining program requirements (which may include coursework and internship) necessary to be recommended for either the guidance and counseling endorsement (NT) or the School Counselor License.

- B. Section 1233(2) of the Revised School Code (2000) authorizes the MDE to issue a School Counselor License to individuals who do not hold a teaching certificate, but have completed an approved program, passed the Michigan Test for Teacher Certification (MTTC) guidance counselor subject area examination, and have been recommended by the approved institution. Such recommendations are to be made on the roster form provided by the MDE.

For additional information regarding school counselor certification, please contact Beatrice M. Harrison at 517-241-0046.

Michigan Department of Education
Proposed Endorsement Areas and Codes*1
August 2007

AX COMMUNICATION ARTS

BX LANGUAGE ARTS

BA English
BC Journalism
BD Speech
BR Reading Specialist
BT Reading

RX SOCIAL STUDIES

CA Economics
CB Geography
CC History
CD Political Science

SOCIAL SCIENCE*2

CE Psychology
CF Sociology
CH Anthropology*7
CL Cultural Studies*7
CM Behavioral Studies*7

DX SCIENCE*3

DI INTEGRATED SCIENCE

DA Biology
DC Chemistry
DE Physics
DH Earth/Space Science

DP Physical Science

EX MATHEMATICS

WORLD LANGUAGE & CULTURE

FA French
FB German
FC Greek
FD Latin
FE Russian
FF Spanish
FG Other
FH Italian
FI Polish
FJ Hebrew
FK Arabic (Modern Standard)
FL Japanese
FR Chinese (Mandarin)

BILINGUAL EDUCATION

YA Bilingual French
YB Bilingual German
YC Bilingual Greek
YE Bilingual Russian
YF Bilingual Spanish
YH Bilingual Italian
YI Bilingual Polish
YJ Bilingual Hebrew
YK Bilingual Arabic
YL Bilingual Other

BILINGUAL EDUCATION (Con't.)

YM Bilingual Vietnamese
YN Bilingual Korean
YO Bilingual Servo-Croatian/Bosnian
YP Bilingual Chaldean
YR Bilingual Chinese
YS Bilingual Filipino
YT Bilingual Japanese

BUSINESS EDUCATION*2

GQ Business, Management, Marketing, and Technology
GM Marketing Education

HX AGRISCIENCE AND NATURAL RESOURCES

IX INDUSTRIAL TECHNOLOGY

JX MUSIC EDUCATION*4

JQ MUSIC EDUCATION

KH FAMILY AND CONSUMER SCIENCES

LX ART EDUCATION*5

LQ VISUAL ARTS EDUCATION

LZ VISUAL ARTS EDUCATION SPECIALIST

HEALTH, PHYSICAL EDUCATION, RECREATION, AND DANCE

MA Health
MB Physical Education
MD Recreation
MH Dance

MISCELLANEOUS

NB National Board Certification
ND Library Media
NJ Environmental Studies
NP Educational Technology
NR Computer Science
NS English as a Second Language
NT Guidance and Counseling

OX FINE ARTS

PX HUMANITIES

PR Academic Study of Religions
PS Philosophy

SPECIAL EDUCATION

SA Cognitive Impairment
SB Speech and Language Impairment
SC Physical or Other Health Impairment
SE Emotional Impairment
SK Visual Impairment
SL Hearing Impairment
SM Learning Disabilities
SP Physical Education for Students with Disabilities
SV Autism

TX TECHNOLOGY AND DESIGN

ZA EARLY CHILDHOOD EDUCATION*6

ZD MIDDLE SCHOOL*5*6

ZL MIDDLE LEVEL*6

ZG GENERAL EL K-5*6

CAREER AND TECHNICAL EDUCATION

VH Vocational Family and Consumer Sciences

Vocational Natural Resources and Agriscience Pathway

VA Vocational Agriscience and Natural Resources

Vocational Business, Management, Marketing, and Technology Pathway

VB Vocational Business Services
VM Vocational Marketing Education
VZ Vocational Hospitality

Vocational Health Sciences Pathway

VS Vocational Health Sciences

Vocational Engineering, Manufacturing, Industrial & Technology Pathway/Vocational Arts and Communication Pathway

VT Vocational Technical

Vocational Human Services Pathway

VC Vocational Child Care
VE Vocational Cosmetology
VF Vocational Law Enforcement/Fire Science

VG Vocational Teacher Cadet

*1 Endorsements codes (e.g., BA, ZA) that are used on Michigan teaching certificates.

*2 Endorsements for the Social Science group (formerly CX), for the Business Education group (formerly GX), or for the Health, Physical Education, Recreation, and Dance group (formerly MX) are no longer program options.

*3 The DX endorsement may not be offered to new candidates after the fall semester of the 2003-2004 academic year.

*4 The JX endorsement may not be offered to new candidates after the fall semester of the 2006-2007 academic year.

*5 The LX endorsement may not be offered to new candidates after the fall semester of the 2002-2003 academic year.

*6 The "Z" codes are used only by teacher preparation institutions for recommending these grade levels to the Michigan Department of Education. They do not appear on a teaching certificate.

*7 MDE staff recommends the discontinuation of these codes due to not being taught in schools and having no state standards for teachers.

CERTIFICATION FOR CAREER AND TECHNICAL (VOCATIONAL) EDUCATION TEACHERS

Career and technical education is offered as either a part of the regular school curriculum (vocational/non-wage earning) for the education of students as a vocational/occupational/wage earning program specifically designed to prepare students for employment in an occupational area.

Interim Occupational Certificate (IOC) – formerly Temporary Vocational Authorization

- Allows the holder to teach in state reimbursed and approved, vocational education classrooms in the occupational area(s) in which he or she is endorsed.

IOC Requirements

- Bachelor's degree
- Completion of an approved major or minor in an occupational area
- Two years (4,000) hours of recent and relevant work experience in an occupational area
- Successfully completed a minimum of 6 semester hours of vocational education credit.
- Passed the MTTC basic skills test (recommended).
- Completion of content reading course addressing the need of vocational teachers (recommended).

IOC Renewal Requirements

- Completion of 9 semester hours in a planned program at an approved teacher preparation institution.

Occupational Education Certificate Requirements

- Completion of 10 semester hours of vocational education credit from an approved teacher preparation institution or completion of a master's degree.
- Completion of three years of successful experience within the validity of the IOC (or TVA).

Annual Occupational Authorization (AOA)

- Issued to district when appropriately certificated vocational education teacher is not available.
- Valid for one year; may be renewed without posting the position for up to eight years; teacher must be annually completing coursework towards certification.
- If the district/school cannot find a person with a IOC to teach in the specific occupational area, the district may apply for an Annual Occupational Authorization for an individual who may or may not hold a bachelor's degree, but must have at least two years of recent work experience in this occupational area in which he or she will be assigned to teacher.

Occupational Education Certificate Renewal Requirements

- The Occupational Education certificate will be valid for up to five years and will be renewed upon the basis of completion of six semester hours of appropriate credit or the equivalent in State Board-Continuing Education Units.

PROVISIONAL/PROFESSIONAL CERTIFICATES WITH
VOCATIONAL ENDORSEMENTS

1. State secondary Provisional certification with vocational endorsement. Candidates will also receive an Interim Occupational certificate.
 - A. The applicant must meet requirements for the Provisional certificate.
 - B. The applicant must complete a program with a minimum of 6 semester hours of course work in vocational education.
 - C. The applicant must meet program requirements, as defined by the State board, for each vocational endorsement.
 - D. The applicant must have two years of recent and relevant work experience in the occupational area of the endorsement or a planned equivalent program of directed supervised occupational experience approved by MDE.

6. State secondary Professional certification with vocational endorsement. Candidates will also receive an Occupational Education certificate.
 - A. The applicant shall meet the requirements for the Professional Education certificate.
 - B. The applicant shall have complete three years of successful teaching experience within the validity of the Provisional certificate and vocational endorsement since the issuance of the certificate.
 - C. The applicant shall have completed 18 semester hours in a planned course of study after the issuance of the Provisional certificate, and the course of study must include a minimum of 9 semester hours of relevant vocational education, or a master's degree.

7. Temporary Vocational Authorization
 - A. The applicant shall possess a baccalaureate degree.
 - B. The applicant shall have a major or minor in the occupational field.
 - C. The applicant shall have a minimum of two years of recent and relevant work experience in the occupational field.

VOCATIONAL ENDORSEMENTS

The following codes are to be used when recommending a vocational endorsement to a Provisional, Permanent, Continuing, or Professional Education certificate. (Blue roster)

VA	=	Vocational Agriscience and Natural Resources
VB	=	Vocational Business Services
VC	=	Vocational Child Care
VE	=	Vocational Cosmetology
VF	=	Vocational Law Enforcement/Fire Science
VG	=	Vocational Teacher Cadet
VH	=	Vocational Family and Consumer Sciences
VM	=	Vocational Marketing Education
VS	=	Vocational Health Sciences
VT	=	Vocational Technical
VZ	=	Vocational Hospitality

Michigan Department of Labor & Economic Growth

Office of Career and Technical Preparation

2006-07 Secondary CTE Program CIP Codes

By Michigan Career Pathways, Federal Career Clusters, and Federal CIP Codes

Arts and Communications Pathway (Minimum number of minutes: 14,400)

Arts, A/V Technology & Communication

10.0202	Radio & TV Broadcasting Technology
10.0301	Graphics Communications
50.0101	Visual & Performing Arts
50.0401	Visual Communications Technology

Business, Management, Marketing, and Technology Pathway (Minimum number of minutes: 7,200)

Business, Management & Administration

52.0299	Business Administration Management and Operations
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Finance

52.0800	Finance and Financial Management Services
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Hospitality & Tourism

12.9999	Personal and Culinary Services
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Information Technology

11.1000	Information Technology
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Marketing, Sales and Service

52.1999	Marketing, Sales and Service
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Engineering/Manufacturing and Industrial Technology Pathway (Minimum number of minutes: 14,400)

Architecture & Construction

15.1301	Drafting & Design Technology
19.0605	Home Furnishings Equipment Installers and Consultants
46.0000	Construction Trades
46.0301	Electrical and Power Transmission Installation
46.0401	Building Maintenance
47.0101	Electrical/Electronics Equipment Installation and Repair General
47.0201	Heating, Air Conditioning, Ventilation and Refrigeration

Manufacturing	
15.0403	Electro-Mechanical Technology
15.0607	Plastics Engineering Technology/Technician
15.0612	Industrial Production Technology/Technician
47.0106	Appliance Installation and Repair Technology
47.0616	Marine Maintenance
48.0000	Precision Production Trades General
48.0501	Machine Tool Operation/Machine Shop
48.0508	Welding, Brazing and Soldering
48.0701	Woodworking General
Transportation, Distribution & Logistics	
47.0399	Industrial Equipment Maintenance and Repair
47.0603	Collision Repair Technician (NATEF Certified)
47.0604	Automobile Technician (NATEF Certified)
47.0606	Small Engine & Related Equipment Repair
47.0607	Airframe Technology
47.0608	Power Plant Technology (Aircraft)
47.0613	Medium/Heavy Truck Technician (NATEF Certified)
49.0101	Aeronautics/Aviation/Aerospace Science & Technology
Science, Technology, Engineering and Mathematics	
14.1001	Electrical, Electronics and Communications Engineering
14.3801	Surveying Engineering
Health Sciences Pathway (Minimum number of minutes: 7,200)	
Health Science	
51.0000	Health Sciences
Human Services Pathway (Minimum number of minutes: See below*)	
Education & Training (7,200*)	
13.0000	Education General (Teacher Cadet)
Human Services (14,400*)	
12.0400	Cosmetology
19.0700	Child and Custodial Care Services
Law, Public Safety & Security (7,200*)	
43.0100	Public Safety/Protective Services
Natural Resources and Agriscience Pathway (Minimum number of minutes: 7,200)	
Agriculture, Food & Natural Resources	

01.0000	Agriculture, Agricultural Operations and Related Sciences
03.0000	Natural Resources and Conservation
Family & Consumer Sciences (not a Career Pathway)	
19.0000	Family and Consumer Sciences

TEACHER PREPARATION PROGRAM SEMESTER HOUR
AND PROGRAM REQUIREMENTS

Language Arts

AX - Communication Arts (only for secondary certificates)

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs must include classes in speech and journalism.

Group areas leading to an "X" code endorsement must include a fair balance of the various areas subsumed in that field.

BX - Language Arts (only for elementary certificates)

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs may include courses in: English, communications, Reading, Journalism, Linguistics, Literature, Drama, Speech, and Theater.

A Language Arts endorsement certifies the holder to teach in each of the following subject areas: English, Speech, Journalism, Reading, and Language Arts.

Group areas leading to an "X" code endorsement must include a fair balance of the various areas subsumed in that field.

BA – English

This field requires 30 semester hours for a major or 20 semester hours for a minor. Preparation programs may include courses in: English, Linguistics, and Literature. Holders of this endorsement may also teach Language Arts.

BD – Speech

This field requires 30 semester hours for a major or 20 semester hours for a minor. Preparation programs may include courses in: Speech, communications, and Theater.

BC – Journalism

This field requires 30 semester hours for a major or 20 semester hours for a minor.

BT – Reading

This field requires 30 semester hours for a major or 20 semester hours for a minor.

BR – Reading Specialist

This field requires completion of a master's degree in K-12 reading instruction.

Social Sciences

The fields listed below require a 30 semester hour major or a 20 semester hour minor.

CE – Psychology
CF – Sociology
CH – Anthropology
CL – Cultural Studies
CM – Behavior Studies

Social Studies

RX – Social Studies

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs must include courses in: Economics, Geography, History, and Political Science.

A Social Studies endorsement certifies the holder to teach in each of the following subject areas: Economics, Geography, History, and Political Science.

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

The fields listed below require a 30 semester hour major or a 20 semester hour minor.

CA – Economics
CB – Geography
CC – History
CD – Political Science

The Social Studies minor is no longer an option for secondary candidates.

Science

DX – Science

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs may include courses in: Biology, Botany, Chemistry, Physics, Zoology, Geology, Physical Geography, Astronomy, and Physiology.

A Science endorsement certifies the holder to teach in each of the following areas and must include course content in each area: Biology, Chemistry, Physics, and Earth Science.

This endorsement is being phased out. New candidates may not be accepted into programs after fall semester 2003. Candidates may not be recommended after October 2008.

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

DI – Integrated Science

Elementary Integrated Science requires a group minor of 24 semester hours or a group major of 36 semester hours.

Secondary Integrated Science requires a group major of 36 semester hours or a comprehensive group major of 50 semester hours. Candidates who complete comprehensive group majors are not required to complete a minor.

Preparation for Integrated Science endorsements must include courses balanced between Life Science, Physical Science, and Earth/Space Science.

An Integrated Science endorsement certifies the holder to teach Integrated Science, Biology, Chemistry, Physics, and Earth/Space Science.

The fields listed below require a 30 semester hour major or a 20 semester hour minor.

- DA – Biology (only for secondary certificates)
- DC – Chemistry (only for secondary certificates)
- DE – Physics (only for secondary certificates)
- DH – Earth/Space Science (only for secondary certificates)

This field requires a group major of 36 semester hours or a comprehensive group major of 50 semester hours. Preparation programs must include courses balanced between Chemistry and Physics.

- DP – Physical Science (only for secondary certificates)

A Physical Science endorsement certifies the holder to teach Physical Science, Chemistry, and Physics.

Mathematics

- EX – Mathematics

This field requires 30 semester hours for a major or 20 semester hours for a minor.

Foreign Language

Each foreign language area classified below requires 30 semester hours for a major or 20 semester hours for a minor. (Major may be K-12.)

- FA – French
- FB – German
- FC – Greek
- FD – Latin
- FE – Russian
- FF – Spanish
- FH – Other
- FJ – Hebrew
- FL – Japanese Language and Culture
- FR – Chinese Language and Culture

Business Education

- GX – Business Education

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs may include courses in: Accounting, Bookkeeping, Business English, Office Machines, Office Practice, Shorthand, Typing, Business Administration, Secretary Science, Business Law, Commerce, General Business, Distributive Education, and Retailing and Marketing. (Major may be K-12.)

A Business Education endorsement certifies the holder to teach in each of the following areas:

- GA – Accounting
- GH – Business Administration
- GI – Secretarial Science
- GM – Marketing Education (formerly Distributive Education)

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

Endorsements may also be earned in each of the above specialized disciplines (Accounting, Business Administration, Secretarial Science, and Distributive Education) with a 30 semester hour major or a 20 semester hour minor.

The business Education (GX), Accounting (GA), Business Administration (GH), and Secretarial Science (GI) endorsements are being phased out. New candidates may not be accepted into programs after the 2004-2005 academic year. Candidates may not be recommended for certification after October 2008.

GQ – Business, Management, Marketing, and Technology

This field requires a 50-semester-hour comprehensive secondary group major or a 36-semester-hour secondary group major. Preparation programs must include courses balanced between Business, Management, Marketing, and Technology. A GQ endorsement certifies the holder to teach classes in Accounting, Introduction to Marketing, Introduction to Business, General Business, Business Law, Technology Literacy, Business Communications, and Keyboarding.

Agriscience and Natural Resources

HX – Agriscience and Natural Resources

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs include courses to prepare for teaching the following courses: Agricultural Education, Natural Resources, Animal Science, Plant Science, Agriscience/Natural Resources Technology, Agriscience/Natural Resources Management, Agriscience/Natural Resources Leadership and Development, and Environmental Management.

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

Industrial Technology

IX – Industrial Technology

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs must include courses in: Drafting/computer Assisted Design, Wood Technology, Metal Technology, Plastic Technology, Electricity/Electronics, Graphic Arts, Power and Energy, Manufacturing, Construction, Transportation, Communication, Automotive and Small Engine Technology, and Concepts of Industrial Technology. (Preparation programs for Industrial Technology must address State Board of Education approved standards – June 1997.) (Major may be K-12).

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

Music

JX – Music Education – The JX endorsement is being phased out. New candidates may not be accepted into programs after fall semester 2006. Candidates may not be recommended for the endorsement after October 2011.

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs may include courses in: Music Theory, Composition, Instrumental, voice and Music Literature, and History. A candidate may have both a major and minor (with a different area of focus) in this field. (Major may be K-12.)

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

JQ – Music Education

This field requires a comprehensive group (K-12) major with a minimum of 60 semester hours attached to a secondary certificate. Additional endorsements must meet JQ standards and required hours and may be attached to either an elementary or secondary certificate. Preparation programs may include courses in: Music Theory, Composition, Instrumental, Voice and Music Literature, and History.

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

Music minor is no longer available.

Family and Consumer Sciences

KH – Family and Consumer Sciences

This field requires 36 semester hours for a major (there is no minor for this field). The major must include courses in the following areas (at least 6 semester credits in each):

Individual and Family Health
Parenting and Human Development
Individual and Family Health, Nutrition and Wellness

Family, Community and Career Environment
Consumer Education and Resource Management

Art

The former Art Education (LX) endorsement is no longer available to new candidates. Candidates may not be recommended after October 2007.

LQ – Visual Arts Education (only for secondary certificates)

This field requires a K-12 comprehensive group major of 50 semester hours. Preparation programs must include 12 semester hours in Art Education, 12 semester hours in Art History, and 26 semester hours in Studio Art.

LZ – Visual Arts Education Specialist

This field requires completion of a 68 semester hour program that may include semester hours completed in undergraduate programs. Eighteen semester hours must be taken at the graduate level. Candidate preparation must total 16 semester hours in Art Education, 16 semester hours in Art History, and 26 semester hours in Studio Art.

Health, Physical Education and Recreation

MX – Health, Physical Education, Recreation, and Dance

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. Preparation programs must include courses in: Health, Physical Education, Recreation, and Dance. (Major may be K-12.)

A Health, Physical Education and Recreation endorsement certifies the holder to teach in each of the following endorsement areas: Health, Physical Education, Recreation and Dance.

Group areas leading to an "X" code endorsement must include a fair balance of the various areas subsumed in that field.

The fields listed below require a 30 semester hour major or a 20 semester hour minor. (Majors may be K-12; Dance minor may also be K-12.)

MA – Health
MB – Physical Education
MD – Recreation
MH - Dance

NOTE: This endorsement is being phased out. New candidates may not be accepted into program after the summer semester 2005. Candidates may not be recommended after October 2010.

Miscellaneous

The fields listed below require 30 semester hours for a major or 20 semester hours for a minor, unless noted otherwise.

ND – Library Media

NP – Educational Technology

This endorsement is only available to previously certified teachers. Preparation programs must require a minimum of 18 semester hours.

NR – Computer Science

NS – English as a Second Language (ESL)

This endorsement requires at least 18 semester hours and may not be substituted for the substantive major or minor(s) required for certification.

NT – Guidance and Counseling, see page

NJ – Environmental Studies

This endorsement requires a group major of 36 semester hours or a group minor of 24 semester hours.

Fine Arts

OX – Fine Arts

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. It must include a distribution of course content in: Art, Crafts, Drawing and Design, Music Theory, Instrumental Music, Voice, Music Literature and History, and Theater.

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

Humanities

PX – Humanities

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. It may include courses in: Humanities, Philosophy, and Literature.

A Humanities endorsement certifies the holder to teach in the following areas:

PR – Academic Study of Religions

PS – Philosophy

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

Endorsements may also be earned in each of these specialized disciplines as follows:

PR – Academic Study of Religions

This field requires 20 semester hours for a minor. This area of certification should not be confused with certification in religious instruction. Michigan does not certificate teachers for providing instruction in doctrinal areas. Teachers who are certificated in the academic study of religions are prepared to provide instruction in the historical, cultural, and comparative areas of world religions.

PS – Philosophy

This field requires 30 semester hours for a major or 20 semester hours for a minor.

Special Education

The Special Education fields listed below require 30 semester hours for a major. Minors are not available in special education areas. (All programs for Special Education must address Respective Administrative Rules for Special Education.) (All endorsements must be K-12.)

SA = Cognitive Impairment

SB – Speech and Language Impairment. This endorsement is only available at the graduate level and requires completion of a master’s degree in Speech and Language.

SC – Physical or Other Health Impairment

SE – Emotional Impairment

SK – Visual Impairment

SL – Hearing Impairment

SM – Learning Disabilities

SP – Physical Education for Students with Disabilities. This endorsement is only available to previously certified teachers who hold an endorsement either in Physical Education (MB) or one of the other special education disciplines (SA, SB, SC, SE, SK, SL, SM, or SV).

SV – Autism (only added to an existing certificate with special education endorsement)

Technology and Design

TX – Technology and Design

This field requires a group major of 36 semester hours or a group minor of 24 semester hours. It must include courses in: Concepts of Technology, Physical Technology, Information Technology, and Bio-Related Technology. (Major may be K-12.)

Group areas leading to an “X” code endorsement must include a fair balance of the various areas subsumed in that field.

Vocational Education

Vocational endorsements can be added to secondary teaching certificates. This arrangement permits easy identification of persons who earned a vocational endorsement; i.e., an agriculture major without vocational preparation would be coded “HX” while an agriculture major with vocational preparation would be coded both “HX” and “VA.”

A Vocational code (beginning with “V”) signifies to employing officials that the certificate holder has a vocational teaching endorsement. The specific occupational areas; i.e., electronics, along with its appropriate USOE eight digit code will appear in the teacher’s individual record maintained by the department as well as on the Occupational certificate.

Therefore, the system preserves the USOE eight digit code concept for nearly 100 individual vocational categories.

VA – Vocational Agriscience and Natural Resources

VB – Vocational Business Services

VC – Vocational Child Care

VE – Vocational Cosmetology

VF – Vocational Law Enforcement/Fire Science

VH – Vocational Teacher Cadet

VM – Vocational Marketing Education

VS – Vocational Health Sciences

VT – Vocational Technical
VZ – Vocational Hospitality

Specialization Areas

ZA - Early childhood – Birth through age 8
An endorsement in this specialization area requires 20 semester hours. The early childhood endorsement may be issued only for an elementary teaching certificate; i.e., the early childhood endorsement will not be issued for secondary teaching certificates. Certification candidates opting to pursue elementary certification via the three minors route of at least 20 semester hours each and wishing to gain an endorsement in early childhood education, must obtain two substantive minors in addition to a minor in early childhood education. (The early childhood minor can substitute ONLY for the “planned program” minor in a three minor program. It cannot substitute for either of the two substantive minors.) Certification candidates opting to pursue elementary certification via the major and minor route may not substitute the early childhood education minor for either the substantive major or substantive minor.

ZL - Middle Level

This endorsement extends the grade levels of an elementary or secondary teaching certificate to include grades 5 through 9 for the endorsement areas on the certificate. This field may not be substituted for substantive majors or minors that are required for certification. This field may be a planned program minor (20 semester hour) in a three minor program for elementary certification. As an additional endorsement for a certified teacher, this endorsement requires at least 18 semester hours.

These are “additional endorsement” areas (not major or minor and not for initial certification) based on at least an 18 semester hour program planned by a Michigan teacher preparation institution.

General Elementary – Certifies the teacher to teach in grades K through 5 and in majors and minors in grades 6 through 8 (available for secondary teaching certificates only).

Secondary – Certifies the teacher to teach in majors and minors in grades 9 through 12 (available for elementary teaching certificates only).

Bilingual

An endorsement on an initial certificate, each of these language fields requires:

- Elementary or secondary minor for initial certification of at least 20 semester hours connected with a core content major as defined in No Child Left Behind (NCLB) legislation. Demonstrated proficiency required in designated language (in addition to English).
- Additional endorsement (elementary or secondary) of at least 20 semester hours. Demonstrated proficiency required in designated language (in addition to English).

YA – Bilingual French
YB – Bilingual German
YC – Bilingual Greek
YE – Bilingual Russian
YF – Bilingual Spanish
YH – Bilingual Italian

YL – Bilingual Other
YM – Bilingual Vietnamese
YN – Bilingual Korean
YO – Bilingual/Serbo/Croatian
YP – Bilingual Chaldean
YR – Bilingual Chinese

YI – Bilingual Polish
YJ – Bilingual Hebrew
YK – Bilingual Arabic

YS – Bilingual Filipino
YT – Bilingual Japanese

Non-Teaching Area

NT – Guidance and Counseling

Counseling is the only non-teaching area endorsement which is added to a Michigan teaching certificate. Counseling is NOT a major or minor and cannot be used in lieu of the major and minor teaching field required for the initial Michigan teaching certificate. The Michigan school counselor may or may not hold a valid Michigan teaching certificate with a counseling endorsement. The counseling endorsement requires the completion of an approved graduate level counseling preparation program of at least 18 semester credit hours separate from, and in addition to, the prerequisite teacher preparation. (Preparation programs for Guidance and Counseling must address Administrative Rule 390.1301 – 390.1305.) Under the provisions of 1233(2)(c)(i) and the revised School code, an instate applicant can also be credentialed as a school counselor via the Preliminary Employment Authorization for School Counselor or the School Counselor License not impacted by a Michigan teaching certificate.

TEACHER EDUCATION PROGRAM CODES

Majors/Minors

- M = major (requires a minimum of 30 semester hours)
- m = minor (requires a minimum of 20 semester hours)
- GM = group major (requires a minimum of 36 semester hours)
- Gm = group minor (requires a minimum of 24 semester hours)
- CGM = comprehensive group major (requires a minimum of 50 semester hours)
 - 1 = Elementary
 - 2 = Secondary
 - 3 = Elementary and Secondary

All major and minor areas, including group majors and minors, are to be comprised of content area requirements in that particular academic area. Methodology courses are not to be included in the major and minor requirements (they are typically considered part of the professional education preparation program sequence) unless they are specific to the major or minor and taught on content experts.

Group majors and minors require a balance of course requirements in the various academic subjects that make up that group area so that a person attaining this type of certification will be at least minimally prepared to teach any of the subjects listed in that area.

K-12 Designations

Some majors may be indicated with a K-12 designation. This indicates that a teacher with this designation may teach that subject in any grade from kindergarten to grade 12. A teacher with a K-12 designation is not considered generally certificated on a K-12 basis. Hence, a teacher holding a secondary certificate with a K-12 endorsement in French may teach only French on a K-12 basis, and the level of the certificate is secondary. The most common K-12 areas are Visual Arts, Music, Physical Education, Library Science, Reading Specialist, World Languages, ESL, and Special Education.

TEACHER EDUCATION CONSORTIA POLICY WHICH ALLOWS A STUDENT IN ONE INSTITUTION TO OBTAIN A MINOR AT ANOTHER INSTITUTION

One of the primary concerns in Michigan higher education and teacher education is a more effective utilization of resources. In response to this concern, the State Board of Education, on March 5, 1980, adopted a policy which encourages the formation of cooperative relationships between approved teacher education institutions without requiring State Board of Education approval for such consortium agreements. This consortium arrangement allows students at one State Board approved teacher education institution to go to another institution for a minor," approved by the State Board, which is not offered at the parent institution. In effect, consortia arrangements increase students' options for obtaining minors already approved by the State Board and reduce the need of adjacent colleges, with approved teacher education programs, to duplicate the effort of garnering the adequate personnel, fiscal, physical, and other educational resources in order to increase their students' options in choosing minors. The Board action regarding this is as follows:

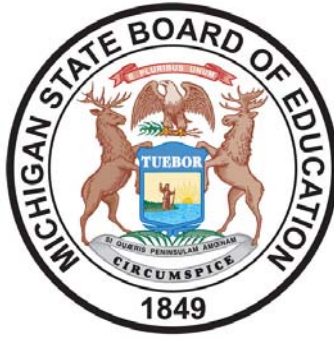
Teacher preparation inter-institutional consortia are authorized with the provision that candidates for a Michigan provisional teacher certificate complete the professional education sequence and an approved major (or one of the two substantive field minors for certain elementary candidates) at the institution granting the degree and making a recommendation for a provisional teacher certificate in areas for which it holds State Board approval. Consortium agreements should include provisions whereby a student at one institution could complete a minor approved by the State Board for teacher certification purposes at the appropriate certification level at any other member of the consortium and the degree-granting institution shall make recommendations for the certificate and for the major and the minor* (or both minors for certain elementary candidates). It is also provided that the consortium agreement must provide a specific plan for ensuring that there is consistency and integrity of programs in which the student may elect a minor by the incorporation of provisions for institution planning in this regard. (March 5, 1980)

*The Michigan Department of Education definition of minor includes group minor.

EQUIVALENCY OPTION

R 390.1152. Same; equivalence option

Rule 52. An applicant may satisfy any educational requirement for certification by presenting evidence of an equivalent as determined by the state board. In granting such equivalence the state board shall consider college graduation and scores made on standardized examinations or prior teaching experience, or any combination of these or other appropriate criteria. Evaluation of equivalence shall be under direction of the state board. The sponsoring institution may award semester hours of credit based upon equivalence in partial fulfillment of requirements for a major or minor or for any of the required credits for certification ("Administrative Rules Governing the Certification of Michigan Teachers," 1977, p.7)



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