

How to Apply to the Oregon *TSPC for an Initial I Teaching License (Fast-track)

*TSPC = Teacher Standards and Practices Commission

Please note: If you were approved by TSPC for alternative assessment and/or if you completed the WEST-B (basic skills test), you are not eligible for the fast-track process and will need to complete a non-fast-track application to TSPC
<http://www.lclark.edu/dept/ecls/objects/08TEDITL.pdf>

STEP 1

Begin the licensing process as soon as you receive either the "Congratulations, you are now eligible to apply for your license..." e-mail from the Educational Career and Licensing Services office or notification from TSPC that they have received a *Program Completion Form C-2*. **Please note that if you apply for your license before you receive this notification, your license application will be denied by TSPC and you will have to reapply.**

STEP 2

All TSPC-required forms are available on their website at: <http://www.tspc.state.or.us/forms.asp?op=5&id=0>

- Complete TSPC's *Fast-track Application for Educator License Form C1-I*. (Do not complete the C-1 form.)

STEP 3

Submit the following to TSPC in a single envelope (incomplete applications will be returned):

- A completed *C1-I* form.
- A *cheque* made out to TSPC for \$100.00.

Secondary Teachers also Applying for a Middle School Endorsement:

If you are adding a middle school endorsement by having passed a middle school PRAXIS test (language arts, social studies, science, and/or math), you will also need to include the following in your application to TSPC:

- Your original score report from the PRAXIS II: Middle School test(s).
- The following note, handwritten on the first page of the C1-I form: "Please add the [endorsement(s)] to my license; I have enclosed my original PRAXIS II results." (Test results will be returned to you with your license.)

Teacher Standards and Practices Commission, 465 Commercial Street NE, Salem, Oregon 97301
503-378-3586 or <http://www.tspc.state.or.us>

DO I NEED TO OBTAIN A FIRST AID CARD?

No. A first aid card is not a requirement for licensure in Oregon.

DO I NEED TO BE FINGERPRINTED?

If you are unsure of your fingerprint clearance status, please contact TSPC at 503-378-3586 or at contact.tspc@state.or.us.

HOW LONG DO I HAVE TO APPLY FOR MY INITIAL I TEACHING LICENSE?

You have 3 years from the time that you complete your program to apply for your Oregon Initial I Teaching License. Beyond 3 years, you will have to meet all new program requirements, often including additional course work.

WHOM DO I CONTACT WITH QUESTIONS ABOUT MY PROGRAM?

The faculty cohort coordinators for the preservice Initial I Teaching License program are:

Early Childhood/Elementary: Melina Dyer (503-768-6125 or dyer@lclark.edu), Louise Jones (503-768-6111 or louise@lclark.edu), and Melanie Quinn (503-768-6112 or quinn@lclark.edu);

Middle Level/High School: Janet Bixby (503-768-6107 or bixby@lclark.edu), Kimberly Campbell (503-768-6108 or Kimberly@lclark.edu), and Paul Copley (503-768-6135 or pcopley@lclark.edu).