

Transferring an Administrative Certificate (Principals and Superintendents) from Texas to Other States

Individuals who acquire a Texas administrative certification (i.e. principal and/or superintendent) and who wish to serve as an administrator in the public education system of another state may be required to meet additional requirements. These requirements may include additional assessments by the host state. Also, in some states, additional coursework may be required. In some instances, however, the additional coursework and assessments are waived for individuals who have experience in the state from which the certificate was issued. Because requirements are different for each state, it is essential that candidates contact the Department of Education in the state to which they are moving to verify that the information contained in the websites below is accurate, comprehensive, and has not changed after the chart was created. A list of Department of Education state websites is included at the end of this document.

The following information is available at the following link and is provided with permission from the host site: <http://ecs.force.com/mbdata/MBQuest2RTANW?rep=SLC1807>

School Leader Certification and Preparation Programs

General Information - What are the requirements for school leaders licensed out-of-state?
April 2018

- **CAEP:** The Council for the Accreditation of Educator Preparation (CAEP) serves as a national accrediting body for educator preparation programs. CAEP was formed in 2013, with the consolidation of the National Council for Accreditation of Teacher Education (NCATE) and the Teacher Education Accreditation Council (TEAC).
- **NASDTEC:** The National Association of State Directors of Teacher Education and Certification (NASDTEC) Interstate Agreement facilitates license reciprocity in states which have signed the agreement. The agreement outlines which forms of licensure will be accepted by the 'receiving state' and under what conditions.
- **ISLLC/PSEL Standards:** The Interstate School Leaders Licensure Consortium (ISLLC) Standards are nationally recognized school leadership standards first developed in 1996 and revised in 2008 and 2015. The 2015 version of the standards was renamed Professional Standards for Educational Leaders (PSEL).
- **ELCC Standards:** The Educational Leadership Constituent Council (ELCC) Standards are nationally recognized educational leadership program standards. These standards were revised in 2018 and renamed The National Educational Leadership Preparation (NELP) Program Recognition Standards.

Specific Information - The data included in this 50-state comparison is specific to school leader preparation program and certification requirements.

	What are the requirements for school leaders licensed out-of-state?	Citation/Source
Alabama	In addition to verified out-of-state education and work experience comparable to in-state candidates, out-of-state applicants holding a valid, accepted graduate-level professional educator certificate issued by another state must also meet assessment requirements. However, applicants may satisfy the assessment requirement if they hold a valid out-of-state professional educator certificate (with no deficiencies, other than experience or state-specific coursework) and verify completion of the issuing state's content knowledge test or verify three full years of full-time professional educational work experience in the issuing state within ten years preceding application. Note: Applicants seeking a license through this route will receive a Principal Certificate, not an Instructional Leadership Certificate.	Ala. Admin. Code 290-3-2-.20 Source
Alaska	Out-of-state applicants are held to the same requirements as in-state candidates.	Alaska Admin. Code tit. 4, § 12.345
Arizona	Out-of-state applicants holding a valid, comparable certificate issued by another state, who are in good standing with the issuing state and possess a valid fingerprint clearance card may be issued an Arizona certificate without any other requirement.	Ariz. Admin. Code R7-2-621 Source
Arkansas	Out-of-state applicants are held to the same education, work experience and assessment requirements as in-state candidates. In addition, the master's degree awarded must be recognized for certification by the issuing state.	Code Ark. R. 005.16.18-5.0
California	In addition to verified out-of-state education and work experience comparable to in-state candidates, out-of-state applicants prepared in a regionally-accredited teacher and administrator preparation program holding, or who are eligible to hold, a certificate issued by another state must also satisfy California's basic skills requirement and submit fingerprint clearance forms. An out-of-state applicant who satisfies all necessary requirements except the basic skills requirement may	Cal. Educ. Code § 44270.3 Cal. Code Regs. tit. 5, § 80054.1

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	<p>be issued a one-year non-renewable credential.</p> <p>Note: If an out-of-state prepared candidate does not have the required five years of full-time teaching earned in another state, they must satisfy all the requirements of in-state candidates.</p>	
Colorado	Out-of-state applicants are held to the same requirements as in-state candidates.	1 Colo. Code Regs. § 301-37:2260.5-R-2.03
Connecticut	<p>Out-of-state applicants are held to the same requirements as in-state candidates.</p> <p>However, an applicant who has completed at least 30 school months, within the last ten years, of successful service as an administrator or supervisor in an approved public/non-public school in another state or three years as a managerial or professional staff member for a state education agency may receive a Provisional Educator Certificate for Intermediate Administrator or Supervisor without completion of the Connecticut Administrator Test (CAT).</p>	Conn. Agencies Regs. 10-145d-575
Delaware	Out-of-state applicants holding a valid, comparable certificate issued by another state are held to the same education and work experience requirements as in-state candidates.	14 Del. Admin. Code 1505
District of Columbia	Out-of-state applicants are held to the same requirements as in-state candidates. However, out-of-state applicants may submit a valid administrative services credential from another state and be exempt from having to obtain a master's degree or complete a state-approved educator preparation program.	D.C. Mun. Regs. tit. 5-A, § 1603
Florida	Out-of-state applicants holding a valid, comparable certificate issued by another state may be eligible for certification in Florida if the out-of-state certification required the same or higher level of training.	Source
Georgia	Out-of-state applicants holding a valid, comparable certificate issued by another state must satisfy one of the following requirements: 1) complete an educational leadership certification program at the education specialist degree level or higher or 2) complete an educational leadership certification program at the master's degree level and have at least three years of acceptable out-of-state experience in an educational	<p>Ga. Comp. R. & Regs. 505-2-.153</p> <p>Ga. Comp. R. & Regs. 505-2-.24</p>

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	<p>leadership position completed at any time in the educator's career. In addition, out-of-state applicants must complete or be exempt from all applicable special Georgia requirements including 1) receive a passing score on the GACE Educational Leadership content assessment, 2) receive a passing score on the Ethics for Educational Leadership Assessment - Program Exit and 3) complete the special education requirement.</p> <p>Note: Applicants with at least five years of successful full-time experience may be exempt from all special Georgia requirements, except the background check requirement. In addition, applicants who have passed a content assessment required for issuance of the out-of-state certificate may be exempt from the GACE assessment requirement.</p>	
Hawaii	<p>Out-of-state applicants holding a valid, comparable certificate issued by another state must also hold a master's degree in educational administration or educational leadership from an accredited university and have at least five years K-12 school-level experience, to include four years satisfactory performance as a licensed, K-12 school-level principal or higher, in a public school system (private school and/or charter school experience is not accepted).</p>	<p>Source</p>
Idaho	<p>Out-of-state applicants are held to the same requirements as in-state candidates. However, an applicant may be issued an Idaho Interim Certificate while they complete coursework and/or assessment requirements.</p>	<p>Idaho Admin. Code r. 08.02.02.016</p> <p>Source</p>
Illinois	<p>Out-of-state applicants are held to the same requirements as in-state candidates. However, an applicant may be issued a non-renewable provisional educator endorsement to serve as principal while completing necessary requirements.</p>	<p>105 Ill. Comp. Stat. Ann. 5/21B-35</p>
Indiana	<p>In addition to verified out-of-state education and work experience comparable to in-state candidates, out-of-state applicants holding a valid, comparable certificate issued by another state must obtain a valid CPR certification from a department-approved provider and a suicide prevention training certificate.</p> <p>In addition, out-of-state applicants must provide</p>	<p>Source</p>

	What are the requirements for school leaders licensed out-of-state?	Citation/Source
	official score reports for tests that support the out-of-state certificate.	
Iowa	Out-of-state applicants holding a valid or expired comparable certificate issued by another state must verify all licensure requirements are satisfied through an approved preparation program and transcript review. However, an applicant may be issued a non-renewable Administrator Exchange License while completing necessary requirements.	Iowa Admin. Code r. 282-18.6(272)
Kansas	Out-of-state applicants are held to the same requirements as in-state candidates.	Kan. Admin. Regs. 91-1-204
Kentucky	Out-of-state applicants are held to the same requirements as in-state candidates. However, applicants who have two years of full-time principal experience may be exempt from the School Leaders Licensure Assessment and the Kentucky Principal Internship Program requirement.	16 Ky. Admin. Regs. 4:030 Source
Louisiana	Out-of-state applicants holding a valid, comparable certificate may be issued a three-year, non-renewable certificate if they have a minimum of two years, within the last five years, of verified successful experience as a principal or assistant principal in another state. Applicants who do not meet experience requirements must have earned six semester hours of credit in state-approved courses, within the last five years. A one-year non-renewable certificate may be issued while the applicant completes coursework requirements. Districts may also require participation in an education leader induction program administered by the local education agency.	28 La. Admin. Code Pt CXXXI, 721
Maine	Out-of-state applicants are held to the same requirements as in-state candidates. However, one full year of employment as an out-of-state assistant principal or principal satisfies the internship requirement.	Code Me. R. tit. 05-071 Ch. 115, Pt. I, § 8 Source
Maryland	Out-of-state applicants holding a valid, comparable certificate issued by another state must also have at least 27 months of satisfactory performance as a principal, within the last seven years.	Md. Code Regs. 13A.12.04.04
Massachusetts	Out-of-state applicants prepared or certified in NASDTEC member states (or other states with which	603 Mass. Code Regs. 7.09

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	<p>the commissioner has signed an agreement) or prepared by an institution that is nationally-accredited, may be eligible for certification if they have at least one year of administrator experience, receive a passing score on the Communication and Literacy Skills Test and posses a Sheltered English Immersion Administrator or Teacher Endorsement.</p> <p>Out-of-state applicants with less than one year of experience in the role of the administrator license sought must also receive a passing score on the Massachusetts Performance Assessment for Leaders (MA-PAL).</p>	<p>Source</p>
Michigan	<p>Out-of-state applicants holding a valid, comparable certificate issued by another state and who complete an out-of-state approved administrator preparation program may be issued a comparable Michigan certificate.</p>	<p>Mich. Admin. Code R 380.106</p>
Minnesota	<p>Out-of-state applicants are held to the same requirements as in-state candidates. However, education requirements may be satisfied if an applicant completed a state-approved preparation program in a NASDTEC member state or completed a program at a regionally-accredited, state-recognized program that is essentially equivalent in content to Minnesota-approved programs.</p> <p>Out-of-state applicants that do not meet this requirement may be issued a non-renewable provisional license if he/she provides evidence of enrollment in a Minnesota-approved school licensure programs for principals. At the end of the two-year period, the candidate must meet all requirements for a full professional Minnesota administrator license and be recommended for certification by the Minnesota college or university.</p>	<p>Minn. R. 3512.0300</p> <p>Minn. R. 3512.0200</p>
Mississippi	<p>Out-of-state applicants are held to the same requirements as in-state candidates. However, an applicant may be issued a non-renewable special license while completing necessary requirements.</p>	<p>Miss. Code. Ann. § 37-3-2</p>
Missouri	<p>Out-of-state applicants holding a valid, comparable certificate issued by another state, who have completed an education administration degree program in another</p>	<p>Mo. Code Regs. Ann. tit. 5, § 20-400.160</p>

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	state and possess good moral character may be issued a Missouri Administrator Certificate.	Source
Montana	Out-of-state applicants are held to the same requirements as in-state candidates. However, if an applicant has not completed an accredited educator preparation program, as defined, and holds a comparable license from another state, he/she may be considered for Montana certification with verification of five years successful administrative experience in a state-accredited P-12 school.	Mont. Admin. R. 10.57.413
Nebraska	Out-of-state applicants holding a valid, comparable certificate issued by another state may be eligible for a Nebraska certificate if requirements to receive the out-of-state certification are comparable and equivalent to in-state requirements.	Neb. Rev. Stat. Ann. § 79-813
Nevada	Out-of-state applicants holding a valid, comparable license issued by another state may be issued a Nevada license pursuant to a reciprocal agreement with another state, if that state has been approved by the commission.	Nev. Admin. Code 391.170
New Hampshire	There are two certificates for out-of-state applicants: Alternative 2A: Out-of-state applicants holding a valid, comparable certificate issued by a NASDTEC member state and who have three years of educational experience, within the last seven years, may be issued an Alternative 2A Certificate. Alternative 2B: Out-of-state applicants holding a valid, comparable certificate issued by non-NASDTEC member state and who have at least three years of experience as an educator, within in the last seven years, may be issued an Alternative 2B Certificate.	NH ADC ED 505.02
New Jersey	Out-of-state applicants holding a valid, comparable certificate issued by another state may be issued an equivalent New Jersey Certificate of Eligibility, as long as the applicant satisfies the assessment requirement either in New Jersey or the state in which they are licensed. However, if an applicant has five years of experience and is in good standing, he/she may be exempt from the assessment requirement.	N.J. Admin. Code § 6A:9B-12.8

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New Mexico	Out-of-state applicants holding a valid, comparable certificate issued by another state must also hold a master's degree or higher from a regionally-accredited or state-approved program and compete an approved preparation program. In addition, applicants who began their preparation program in 2003 or later must document at least six years of teaching experience or six years of a combination of teaching and administrative experience, with at least three of those as a teacher.	N.M. Admin. Code 6.60.4
New York	Out-of-state applicants are held to the same requirements as in-state candidates. In addition, applicants must meet child abuse, harassment, bullying and school violence training requirements, among other general requirements for certification. However, an applicant holding a valid, comparable certificate issued by another state may be issued a conditional certificate while completing assessment requirements.	Source
North Carolina	Out-of-state applicants must first receive a North Carolina Professional Educator's Continuing License. Applicants who are fully licensed in another state, but have less than three years of related experience, are eligible for this license subject to receiving a passing score on the state's licensure exam. Applicants who are fully licensed in another state and have three or more years of related experience may be exempt from the exam and are eligible for this license after one year of successful experience in North Carolina. However, applicants with National Board Certification are exempt from assessment requirements and are eligible this license. In addition, applicants must meet education requirements.	Source
North Dakota	Out-of-state applicants are held to the same education and work experience requirements as in-state candidates. In addition, applicants prepared out-of-state must graduate from a state-approved program and submit transcripts for review.	N.D. Admin. Code 67-11-02-04 N.D. Admin. Code 67-11-02-06
Ohio	Out-of-state applicants are held to the same requirements as in-state candidates. However, assessment requirements may be waived if an applicant submits evidence of passing comparable assessments in their issuing state.	Source

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Oklahoma	Out-of-state applicants are held to the same requirements as in-state candidates.	Okla. Stat. Ann. tit. 70, § 6-189
Oregon	Out-of-state applicants are held to the same requirements as in-state candidates. However, applicants holding a valid, comparable certificate issued by another state may be issued a non-renewable Reciprocal Administrator License while completing coursework and assessment requirements.	Or. Admin. R. 584-080-0151
Pennsylvania	Out-of-state applicants whose preparation and experience is equivalent to in-state candidate requirements may be issued a comparable Pennsylvania certificate. However, if an evaluation by the department reveals minor deficiencies, the department will prescribe additional education requirements.	22 Pa. Code § 49.171
Rhode Island	Out-of-state applicants are held to the same requirements as in-state candidates.	Source
South Carolina	Out-of-state applicants are held to the same education, work experience and assessment requirements as in-state candidates.	Source
South Dakota	Out-of-state applicants holding valid, comparable certificate issued by another state with no pending disciplinary actions must also verify completion of an approved preparation program and an internship. Applicants must also pass an approved South Dakota Indian studies course with a grade of "C" or better and receive a minimum of one clock hour of suicide awareness and prevention training. In addition, applicants prepared in an alternative certification program must also have three years of experience in the certification area sought within the last five years.	S.D. Admin. R. 24:28:16:01 through S.D. Admin. R. 24:28:16:04
Tennessee	Out-of-state applicants are held to the same requirements as in-state candidates. An applicant who does not meet assessment requirements, but has met all other requirements may be issued the Instructional Leader License - Aspiring, and apply for the Instructional Leader License upon receiving a passing score.	State Board Policy 5.502
Texas	Out-of-state applicants holding a valid, comparable certificate issued by another state must also meet	19 Tex. Admin. Code § 230.113

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	<p>assessment requirements or have received a passing score on a comparable examination in another state. However, an applicant may be issued a one-year non-renewable certificate while completing assessment requirements.</p> <p>In addition, applicants must hold a classroom teaching certificate or have two years of acceptable administrative experience.</p>	Source
Utah	Out-of-state applicants are held to the same requirements as in-state candidates. However, an applicant holding a valid, comparable certificate issued by a NASDTEC member state may satisfy preparation requirements by verifying at least one year of education leadership experience in the participating state or verifying completion of an education leadership internship substantially equivalent to the internship required for in-state candidates.	Utah Admin. Code r. R277-505
Vermont	<p>Out-of-state applicants holding a valid, comparable certificate issued by a NASDTEC member state must also meet education and other ancillary requirements.</p> <p>An out-of-state applicant who holds a valid, comparable certificate issued by a non-NASDTEC member state must be evaluated by the standards board through a transcript review.</p>	Vt. Admin. Code 7-1-13:5320
Virginia	Out-of-state applicants holding a valid, comparable certificate issued by another state must also hold a master's degree from a regionally-accredited college or university.	8 Va. Admin. Code 20-22-590
Washington	Out-of-state applicants are held to the same requirements as in-state candidates. If an applicant has not completed a state-approved administrator preparation program, he/she must have three years full-time out-of-state administrator experience.	Source
West Virginia	An out-of-state applicant who holds a valid, comparable certificate issued by another state must also verify completion of a state-approved education leadership program and complete the Evaluation Leadership Institute. However, an applicant may be issued a non-renewable Temporary Administrative	W. Va. Code R. 126-136-10

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	Certificate while completing the Evaluation Leadership Institute.	
Wisconsin	Out-of-state applicants holding a valid, comparable certificate issued by another state who is in good standing is eligible for Wisconsin certification if he/she has worked as an administrator for at least one year under the out-of-state license.	Wis. Admin. Code PI § 34.34 Wis. Stat. Ann. § 118.193
Wyoming	Out-of-state applicants holding a valid, comparable license issued by another state must verify out-of-state licensure requirements are substantially equivalent to in-state requirements for preparation or verify three years teaching experience within the last six years.	Wyo. Admin. Code ch. 2 § 6

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Included on the next page is the Department of Education website for each state.

Department of Education websites:

Alabama	https://www.alsde.edu/
Arizona	https://www.azed.gov/
Alaska	https://education.alaska.gov/
Arkansas	https://ade.arkansas.gov/
California	https://www.cde.ca.gov/
Colorado	https://www.cde.state.co.us/
Connecticut	https://portal.ct.gov/
Delaware	https://www.doe.k12.de.us/
Florida	https://www.fldoe.org/
Georgia	https://www.gadoe.org/
Hawaii	https://www.hawaiipublicschools.org/
Idaho	https://sde.idaho.gov/
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Indiana	https://www.doe.in.gov/
Iowa	https://educateiowa.gov/
Kansas	https://www.ksde.org/
Kentucky	https://educaton.ky.gov/
Louisiana	https://www.louisianabelieves.com/
Maine	https://www.maine.gov/
Maryland	https://marylandpublicschools.org/
Massachusetts	https://www.doe.mass.edu/
Michigan	https://www.michigan.gov/
Minnesota	https://education.mn.gov/
Mississippi	https://www.mdek12.org/
Missouri	https://dese.mo.gov/
Montana	https://opi.mt.gov/
Nebraska	https://www.education.ne.gov/
Nevada	https://www.doe.nv.gov/
New Hampshire	https://www.education.nh.gov/
New Jersey	https://www.nj.gov/
New Mexico	https://www.newmexico.gov/
New York	https://www.nysed.gov/
North Carolina	https://www.dpi.nc.gov/
North Dakota	https://www.nd.gov/
Ohio	https://education.ohio.gov/
Oklahoma	https://sde.ok.gov/
Oregon	https://www.oregon.gov/
Pennsylvania	https://www.education.pa.gov/
Rhode Island	https://www.ride.ri.gov/
South Carolina	https://ed.sc.gov/
South Dakota	https://doe.sd.gov/
Tennessee	https://www.tn.gov/
Texas	https://www.tea.texas.gov
Utah	https://www.schools.utah.gov/
Vermont	https://education.vermont.gov/
Virginia	https://www.doe.virginia.gov/
Washington	https://www.k12.wa.us/
West Virginia	https://wvde.us/
Wisconsin	https://dpi.wi.gov/
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