



**ED 170A**  
**SHORT FORM**

**STATEMENT OF PREPARING HIGHER EDUCATION INSTITUTION**

This institutional recommendation must be signed by the administrative official authorized to make such recommendation (Dean of the School of Education or Certification Officer) and **MUST include the embossed or colored seal of the college or university.**

**Print all information in dark ink and in uppercase letters.**

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APPLICANT'S LAST NAME      FIRST NAME      MI

SOCIAL SECURITY NUMBER

NAME OF HIGHER EDUCATION INSTITUTION      CITY      STATE      ZIP CODE

- 1a. The applicant has successfully completed a planned program for certification in:    
(endorsement codes)
- 1b.  Check box if the applicant completed a planned program for bilingual education in above discipline(s).
- 1c. Student teaching/practica/internship was completed at \_\_\_\_\_  
(circle one) (school/district)  
in grade/subject \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(grade/subject) (date) (date)
- 1d. Student teaching/practica/internship was completed at \_\_\_\_\_  
(circle one) (school/district)  
in grade/subject \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(grade/subject) (date) (date)
- 1e.  Check box if student teaching/practica/internship was waived on the basis of preapproved experience or if applicant taught under a Durational Shortage Area Permit (DSAP). Please attach a written explanation and the Statement of Professional Experience form.
- 1f.  Check box if candidate successfully completed edTPA Portfolio Tasks 1 & 3 during the 2020-21 SBE Portfolio Waiver Period.
- 2. Subject area major \_\_\_\_\_
- 3. Date applicant completed all planned program requirements  -  -   
(month) (day) (year)
- 4.  Check box if applicant is recommended for certification as a school psychologist with a deficiency for the internship.
- 5. The applicant is unconditionally recommended for certification (has satisfactorily completed the institution's approved planned program, including the state's testing requirements, has the qualities of character and personal fitness for teaching, and is competent in the areas for which certification is sought).  YES  NO

TYPED OR PRINTED NAME OF RECOMMENDING OFFICIAL

TITLE

SIGNATURE OF RECOMMENDING OFFICIAL

DATE

TELEPHONE

FAX

E-MAIL

Check box if you are requesting additional endorsement(s) and submit official transcript(s).

If eligible for the additional endorsement(s) requested, you will be notified in writing and required to submit \$100 for each endorsement.

Additional endorsement(s) requested in:    
(endorsement codes)

PLACE COLLEGE  
OR UNIVERSITY  
SEAL HERE

**ED 170A**  
**REV. 5/21**  
C.G.S. 10-145  
C.G.S. 10-145d, P.A.  
Regs. 10-145d-412

**CONNECTICUT STATE DEPARTMENT OF EDUCATION**  
**Bureau of Educator Standards and Certification**  
**P.O. Box 150471**  
**Hartford, CT 06115-0471**  
[www.ct.gov/sde/cert](http://www.ct.gov/sde/cert)

**SHORT FORM APPLICATION FOR CONNECTICUT INITIAL EDUCATOR CERTIFICATE**

**WHEN TO USE THIS FORM**

This form is for individuals who completed an approved educator preparation program at a Connecticut college or university after July 1, 1993. If you completed your program prior to July 1, 1993, or if you completed your program outside of Connecticut, you must submit the general application form ED 170 and official transcripts.

**Official transcripts must be submitted with this application.**

**If you have completed a planned program in an administrative endorsement area or remedial reading and remedial language arts, you are required to provide verification of employment (Form ED 126) upon review of your request.**

You may use this application form to request the following:

**An Initial Educator Certificate:** Eligibility for this certificate is based upon the completion of an approved preparation program at a Connecticut university or college and all required state assessments. It is valid for three years.

**Cross Endorsement(s):** This application also may be used to request additional endorsements at the time of application for an Initial Educator Certificate. Please check the box on the application and indicate the additional endorsement(s) requested. Official transcripts must be submitted in order to verify course work and must be sent to the bureau directly from the college/university. Subject-area assessment scores (if applicable) must be reported to the Connecticut State Department of Education directly from the testing service prior to the issuance of an endorsement. Upon review of official transcripts and determination of your eligibility for cross endorsement, you will be notified in writing to submit any additional fees required.

**HOW TO COMPLETE THIS FORM**

1. Complete ALL sections on front of application.
2. Ensure that the preparing institution completes the back of this application.
3. Attach official transcripts.
4. Attach the \$200 fee in form of a money order, cashier's check or certified bank check payable to the "Treasurer, State of Connecticut". Applicants who are eligible for more than one endorsement must submit an additional \$100 for each endorsement. Personal checks not accepted.
5. Mail completed form with fee to the address at the top of this page.

**PLEASE NOTE: ALL TESTING RESULTS MUST BE REPORTED TO THE STATE DEPARTMENT OF EDUCATION BY THE APPROPRIATE TESTING AGENCY PRIOR TO THE ISSUANCE OF A CERTIFICATE.**

ED 170A

REV. 5/21

C.G.S. 10-145

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CONNECTICUT STATE DEPARTMENT OF EDUCATION

Bureau of Educator Standards and Certification

P.O. Box 150471

Hartford, CT 06115-0471

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INSTRUCTIONS FOR SHORT FORM APPLICATION FOR CONNECTICUT INITIAL EDUCATOR  
CERTIFICATE

WHEN TO USE THIS FORM

This form is for individuals who completed an approved educator preparation program at a Connecticut college or university after July 1, 1993. If you completed your program prior to July 1, 1993, or if you completed your program outside of Connecticut, you must submit the general application form ED 170.

You may use this application form to request the following:

- **An Initial Educator Certificate:** Eligibility for this three year certificate is based upon the completion of an approved Connecticut educator preparation program.
- **Cross Endorsement(s):** Please check the appropriate box on page two. Official transcripts must be submitted. We strongly encourage electronic transcripts be sent directly by the college(s) or university to [teacher.etranscript@ct.gov](mailto:teacher.etranscript@ct.gov).

HOW TO COMPLETE THIS FORM

1. Complete ALL sections on the front of the application.
2. Ensure that the college/university completes page two of the application.
3. Submit all electronic transcripts to [teacher.etranscript@ct.gov](mailto:teacher.etranscript@ct.gov).
4. Submit your \$200 fee in the form of a money order, cashier's check or certified bank check payable to "Treasurer, State of Connecticut." Applicants who are eligible for more than one endorsement must submit an additional \$100 for each endorsement. Personal checks and cash are not accepted.
5. Mail completed form with required fee to the address at the top of this page.

PLEASE NOTE:

In order to expedite processing time, please ensure your e-mail address is current and accurate.

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CONNECTICUT ENDORSEMENT CODES

Teaching Endorsements

010	Business, 7–12	072	School Nurse-Teacher
015	English, 7–12	073	School Dental Hygienist-Teacher
018	French, 7–12	089	Marketing Education, 7–12
019	German, 7–12	101	World Language Instructor, Elementary
020	Italian, 7–12	102	Remedial Reading & Remedial Language Arts, 1–12
021	Latin, 7–12	104	Cooperative Work Education/Diversified Occupations
022	Russian, 7–12	110	Unique Subject-Area
023	Spanish, 7–12	111	Teaching English to Speakers of Other Languages (TESOL), PK–12
024	Other World Language, 7–12	112	Integrated Early Childhood/Special Ed., Birth–Kindergarten
026	History & Social Studies, 7–12	113	Integrated Early Childhood/Special Ed., Nursery -K–Elem. 1–3
029	Mathematics, 7–12	165	Comprehensive Special Education, K–12
030	Biology, 7–12	215	English, Middle School
031	Chemistry, 7–12	226	History & Social Studies, Middle School
032	Physics, 7–12	229	Mathematics, Middle School
033	Earth Science, 7–12	230	Biology, Middle School
034	General Science, 7–12	231	Chemistry, Middle School
035	Driver Education	232	Physics, Middle School
040	Agriculture, Pre-K–12	233	Earth Science, Middle School
041	Vocational Agriculture, 7–12	234	General Science, Middle School
042	Art, PK–12	235	Integrated Science, Middle School
043	Health, PK–12	305	Elementary, 1–6
044	Physical Education, PK–12	317	Portuguese, 7–12
045	Home Economics, PK–12	318	Mandarin Chinese, 7–12
047	Technology Education, PK–12	483	Dance, Pre-K–12
049	Music, PK–12	485	Theatre and Drama, Pre-K–12
055	Partially Sighted, PK–12	511	Montesori, Elementary, 1–6
057	Deaf and Hard of Hearing, PK–12	512	Montesori, Primary, Birth to Kindergarten
059	Blind, PK–12	826	Vocational Department Head: Trade Technology
062	School Library Media Specialist		

Administrative Endorsements

085	School Business Administrator
092	Intermediate Administration or Supervision
093	Superintendent of Schools
097	Reading and Language Arts Consultant
105	Department Chairperson

Special Services Endorsements

061	Speech and Language Pathologist
068	School Counselor
070	School Psychologist
071	School Social Worker