

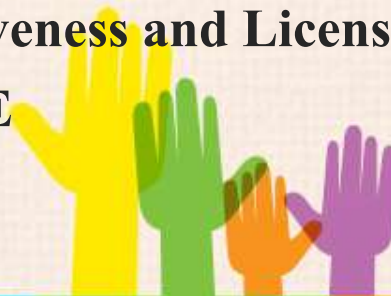
# HQT Data and Class Count Report Training and Technical Support

*Lori Buchanan*

**Certification Coordinator**

**Office of Educator Effectiveness and Licensure**

**WVDE**



**ONE VOICE**  
**ONE FOCUS**  
All Students Achieving

# Highly Qualified Teachers (HQT)

**What is HQT?**

**What makes a teacher HQT?**

# Highly Qualified Teachers (HQT) in the HQT Data and Class Count Report Collection

**Core Classes:** Arts, RLA, English, Foreign Language, Math, Science, Civics, Government, Economic, Geography, and History.

**Arts:** Music, Dance, Theatre, and Visual Art

# Classes NOT on the HQT Data and Class Count Report

Physical Education

Drivers Education

Health Education

Preschool

Vocational Courses

Library Science

Collaborative Special Education (8017)

Miscellaneous Courses



# HQT Requirements

**1<sup>st</sup> (before you can evaluate for HQT)  
the teacher must have the appropriate Certification**

\*B.S. or higher

\*Certification required w/ endorsements in the core subject(s) taught  
with certificate #19, 21, 22, or 65

**2<sup>nd</sup> (if the teacher holds the appropriate certification)  
then you evaluate for HQT status with Subject Matter Competency**

- Pass State Test (Praxis II, NTE, NEST)
- Has Academic Major or Advanced Credentials
- Existing WV HOUSSE for the Content Area(s)

**OR**

**OR**

# HQT Requirements for Title I Reading Teachers

\_\_\_ Master's degree in Reading Specialist

**OR**

\_\_\_ Completion of Graduate Level Reading Specialist Program

**OR**

\_\_\_ Completion of a Reading Endorsement Program

(If you cannot locate a Reading Specialist content exam, then you can mark Academic Major)

# HQT Requirements for Special Education Teachers:

Special Education Teachers Must be Credentialed for the appropriate area(s) of special education on BOTH their schedule and caseload.

If on a permit or authorization for special education, the teacher cannot be considered highly qualified.



## HQT Requirements for Special Education Teachers:

B.S. or higher and State Certification w/ *Endorsements in Special Education—Fully Certified in Special Education*

<u>Subject Matter Competency</u>	OR	<u>WV HOUSSE Definition</u>
<u>Subject Matter Competency</u>	OR	<u>WV HOUSSE Definition</u>

- 1--\*\*A teacher (w/ appropriate special education certification) of students taking the **Alternate Assessment** look for **Praxis II or Professional Teaching endorsement for Elementary Education or Multi Subjects** or use **WV HOUSSE (if listed as Self Contained HOUSSE)**
  
- 2- \*\***An elementary special education teacher** (w/ appropriate certification in special education) of students taking the WESTEST look for **Praxis II or Professional Teaching endorsement for Elementary Education or Multi Subjects** or use **WV HOUSSE (if listed as Self Contained HOUSSE)**
  
- 3- \*\***Inclusion special education teacher** (w/ appropriate certification in special education) w/ HQT General Teacher will be HQ if the general education teacher is highly qualified.  
(If coded as 8017, these courses will NOT appear on the HQ Data Report)
  
- 4- \*\***Secondary Teacher** (w/ appropriate certification in special education) is Highly Qualified if he/she holds an endorsement in the **content area(s) 78 – content area** or general education content endorsement(s) **21 or 22 - content area**  
OR **WV HOUSSE (if listed with the content area HOUSSE)**



# HQT Requirements for Special Education Teachers:

- If the special education teacher has the **appropriate credentials** for their *schedule* AND *caseload*
  - AND is HOUSSE for **English, Math, or Science**

**They are considered HQ for all CORE content areas.**

Policy 5202 8.2.b.3.D. A secondary special education teacher who is highly qualified to teach mathematics, English, or science may use the subject matter test required for any other specialization they may be assigned to teach to demonstrate subject matter competence or use state's HOUSSE option defined in §126-136-4.41.

# Substitute Permits

Teachers working on a substitute permit cannot be considered HQT.

## First-Class/Full-Time Permits & Out-of-Field Authorizations

If you have a teacher holding a permit or authorization, they will **NOT** be highly qualified whether or not they have a content exam, master's degree, advanced credential or HOUSSE.....They **MUST** be fully certified

### **Exception:** Alternative Education Authorization

*(If the course has the "Z" code AND the teacher holds a Professional Teaching Certification in the appropriate grade level AND the Alternative Education Authorization, update them with an Academic Major/Advanced Credential)*

# Virtual Classes

On the HQT Data Report, update the following classes as “Academic Major/Advanced Degree”

Classes coded with a “V” in the 5<sup>th</sup> position  
(Virtual School Courses)

OR

Classes coded with a “W” in the 5<sup>th</sup> position  
(WVDE Virtual Courses offered for Credit Recovery)



# Collection Process

**HQT Data** is entered by content area and organized:

- 1-General Education Teachers
- 2- Special Education Teachers
- 3- Virtual and other 5<sup>th</sup> Digit Teachers

## Class Count

You will record the class count for each course. How many times is that course taught each day or how many times is the average for the week (for courses that are on a rotation schedule) for second semester ONLY.

## HQT Data Collection- Class Count

- Teachers should only be identified for the number of periods/blocks in one day.
- If scheduled with multiple exceptionalities in one class period, a proportional value should be submitted.
- Only report the class count for 2<sup>nd</sup> semester. First semester classes will be class count of zero “0” for high schools.

# Class Count

## Special education classes scheduled as:

7010- B

7010-J

7010-R

Look in the WVEIS Course  
Code Manual, Section 1,  
for a chart with special  
education exceptionality  
codes

If this is one class period then the class count  
would look like this:

7010-B .3

7010-J .3

7010-R .4

$$.3 + .3 + .4 = 1.0 \text{ (one class)}$$

# Class Count

**Example:** Classes are also listed according to the grade level of students entered into WVEIS for that course, so you may have:

**4009-9<sup>th</sup> grade**  
**4009-10<sup>th</sup> grade**  
**4009-11<sup>th</sup> grade**

This reflects that you have the majority of the class as ninth graders but also have older students that may have previously failed 9<sup>th</sup> English.

If the teacher has 4009 one time per day, all three codes must equal “1.0”. So it would probably look like this:

<b>4009 -9<sup>th</sup></b>	<b>.8</b>	
<b>4009 -10<sup>th</sup></b>	<b>.1</b>	<b>.8 + .1 + .1 = 1.0</b>
<b>4009-11<sup>th</sup></b>	<b>.1</b>	



# Class Count

Once class values are completed, NO teacher should have greater # of class periods than what they teach in one day.

An **Exception** would be if a teacher has multiple course codes within one class period. They will show a higher class count than others.

**Example:** If Art I, Art II and Art II are all taught in one class period the class count would be one for each or “3” :

**3211      Art I = 1.0**

**3212      Art II = 1.0**

**3213      Art III = 1.0**

# Class Count

If you have a class listed under the Self Contained section **2620-**

**Self contained kindergarten**

**2625-Self contained 1<sup>st</sup> – 6<sup>th</sup> grades**

**2630-Self contained special education**

and **also** have listings for that teacher under the **content areas**

*\*\*either list the **total number** of classes under the Self Contained section and put a 0.0 value for the content areas **OR***

*vice versa---Put 0.0 for Self Contained and list the class count number under each content area.*

*If you put a class count for both the “self contained” code and the individual core content areas (math, English, etc.) they will show a **doubled** class count.*

# Other Issues

- Do NOT use any other browser (ie. Chrome, Firefox) because you may experience problems or your information may not be saved!
- **Use Internet Explorer.**
- If you still have issues, try another computer.

# Request a Review

First check to see if you can determine why someone is not listed as HQT. If after completely checking you do not know why someone isn't HQT, then request a review.

**Is the course coded correctly?**

**Is the teacher credentialed for the course?**

**Is the teacher fully certified (19, 21, 22 or 65 certificates) ?**

**Is there an incorrect 5<sup>th</sup> or 6<sup>th</sup> digit code causing a problem?**



# When Do I Request a Review

\*\*If you are requesting HOUSSE to be continued

\*\*If you cannot determine HQT status

Please send one email with all of your review requests to [lbuchan@k12.wv.us](mailto:lbuchan@k12.wv.us)

Provide:

1. County and school name
2. Content area(s)
3. Teacher's name
4. Your request

<http://wveis.k12.wv.us>

- Click onto “**Sign on to WVEIS on Web (WOW) Version 2**”
- *Log In with your WVEIS log in.*
- *Click on “Menus”*
- **WVR 400 Educator Quality**  
**-- EDU.QUA**



## WEST VIRGINIA EDUCATION INFORMATION SYSTEM

[About WVEIS](#)[Calendar](#)[Support](#)[Links](#)[WVEIS Web](#)[Contact Us](#)

Welcome to the all new WVEIS web site. In an effort to make our site easier to use for our visitors as well as West Virginia Department of Education staff, we have made many changes to our site. Over the next several weeks, you will begin to see more documentation and information about WVEIS appearing on these pages. If you have suggestions for our site, please email Marshall Patton at [mlpatton@access.k12.wv.us](mailto:mlpatton@access.k12.wv.us).

Watch for new things being added all the time. All feedback about our site is welcome!

### About the sections:

- **About WVEIS** - A brief description of WVEIS and some history about the project.
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**NOTE: PLEASE USE THE LINK AT THE TOP OF THE PAGE TO ACCESS THESE APPLICATIONS.**
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### News Flashes

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Note: Some Documents Require  
[Adobe Acrobat Reader](#)

[Master List of Schools](#)

**2012-2013 Data**  
[Percent Needy \(5-17\)](#)  
[Percent Needy \(All Grades\)](#)  
**New Update (1/4/13)**

[Global 21](#)

**Login**

User ID

Password





(No programs available in CFM999.)

**WVR400**

**Educator Evaluation & Quality**

▪ [EDU.QUA](#) Educator Quality

**WVEIS** On the Web West Virginia Department of Education 39 Kanawha C  
EDU.QUA: Edu

Home | **Menus** | Active

Educator Quality <<



- + HQ 2016
- + Compliance Tool
- + HQ Check 2007-2015
- + HQ Reports
- + Credentialed Teachers
- + HQ 2016 Edits
- + HQ Petitions
- + HQ Adjustments

Click on  
HQ 2016

West Virginia Department of Education | 39 Kanawha County | EDU.QUA: Educator Quality

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ducator Quality <<

West Virginia Department of  
**EDUCATION**

- HQ 2016
  - Select School
  - HQ Self-Contained
  - HQ English
  - HQ Reading/LA
  - HQ Mathematics
  - HQ Science
  - HQ Foreign Languages
  - HQ Civics/Govt
  - HQ Economics
  - HQ Arts
  - HQ History
  - HQ Geography
  - Class Count Review/Verification
  - State Report
- Compliance Tool
- HQ Check 2007-2015

Select your school

Click on each content area

When you are finished, click on the Class Count Review/Verification button



Pay close attention to the course listed

Answer appropriately

Regular Education

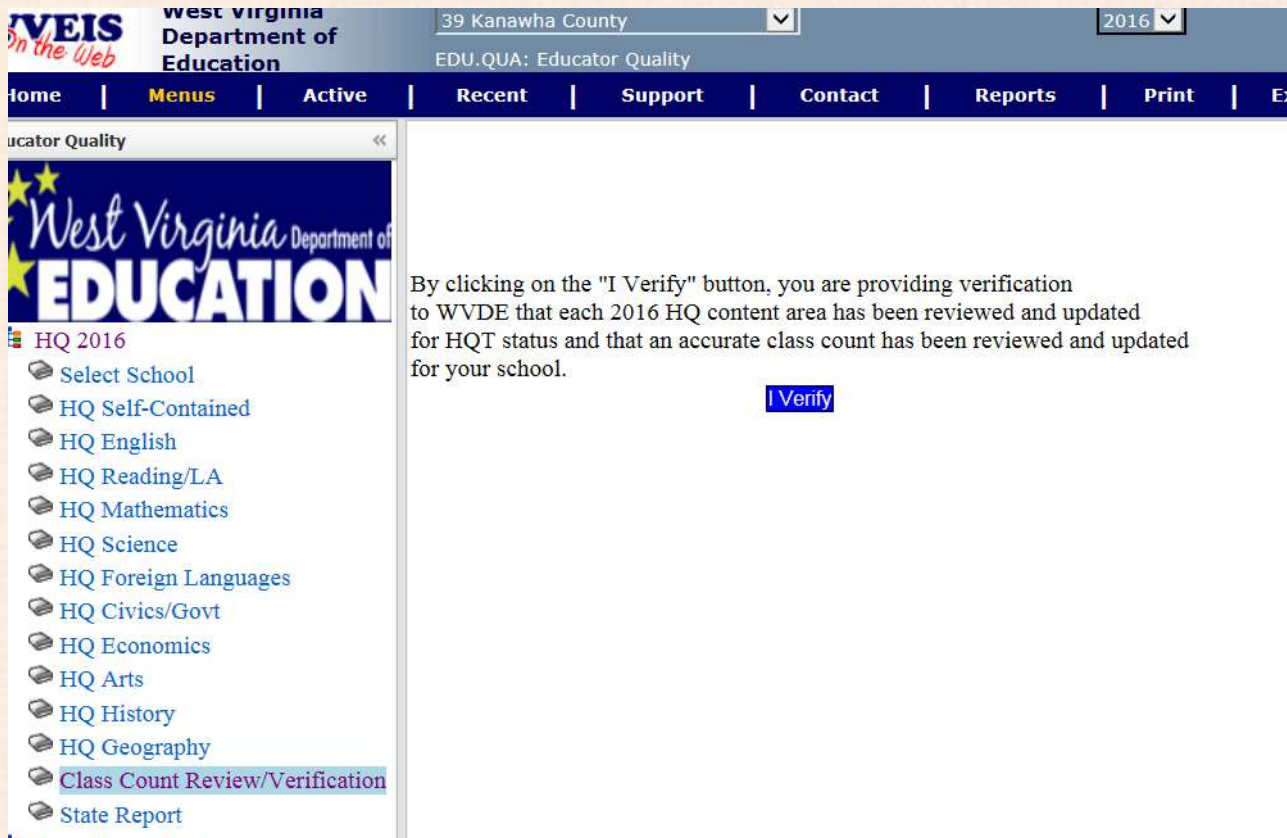
District	School	Teacher Id	Employee Nr	Name	Course	5th Digit	Spec/Alt Ed	Grade	Self-Contained	Class Count	Credentialed but not HQ	Not Credentialed Not HQ	Praxis Major Content Area	HOU S&E Survey		
D14	501				4005 ENG LA 5			05	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4005 ENG LA 5			05	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4006 ENG LA 6			06	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4007 ENG LA 7			07	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4008 ENG LA 8			08	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4106 CMPSTN LOW EL5			06	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4107 CMPSTN LOW EL6			07	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4108 CMPSTN UP			08	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	credentials
D14	501				4006 ENG LA 6			06	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	credentials
D14	501				4007 ENG LA 7			07	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	credentials
D14	501				4008 ENG LA 8			08	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials
D14	501				4106 CMPSTN LOW EL5			06	<input type="checkbox"/>	0.0	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	credentials

UPDATE

Add the class count

Click on Credentials and also check the Compliance Prep Report

# What To Do When You Are Completed with the Report



west virginia Department of Education

39 Kanawha County

2016

EDU.QUA: Educator Quality

Home | Menus | Active | Recent | Support | Contact | Reports | Print | Exit

educator Quality

West Virginia Department of **EDUCATION**

HQ 2016

- Select School
- HQ Self-Contained
- HQ English
- HQ Reading/LA
- HQ Mathematics
- HQ Science
- HQ Foreign Languages
- HQ Civics/Govt
- HQ Economics
- HQ Arts
- HQ History
- HQ Geography
- Class Count Review/Verification**
- State Report

By clicking on the "I Verify" button, you are providing verification to WVDE that each 2016 HQ content area has been reviewed and updated for HQT status and that an accurate class count has been reviewed and updated for your school.

[I Verify](#)

# Credentials Button


(Click on “Credentials” button)

- **Highly Qualified (top section)**—Looking for HOUSSE only. All other information is a record of previous principals’ reporting and may or may not be accurate.
- **Credentials and Degree (middle section)**—Looking for master’s degree, but the content area must be verified with a transcript.
- **Testing (bottom section)**—Looking for PRAX only. If not located here, search the Compliance Tool for a NEST or NTE in the content area. You can also ask your teacher for a copy of their test.

You can click on “credentials” to see the teacher’s highly qualified record, endorsements, and tests. Only tests that have been sent to the WVDE electronically will be listed.

*If you find that there is the appropriate test listed, you can click on the Praxis button on the HQT Report. (Look at Policy 5202: Appendix B for listings of endorsements and Praxis II tests)*

- PLTT; PPST; and CASE are NOT HQ exams.
- Look for **Praxis**, **NTE**, or **NEST**.

	5730	C-PPST: Mathematics	2005 - 10	186	PASS
PRAX	0011	Elementary Education	2007 - 04	174	PASS
PRAX	0531	Pre- Kindergarte n Education	2012 - 11	186	PASS



# Highly Qualified Report

- If there has been prior Highly Qualified Documentation reported such as an Academic Major or Content Exam, you should verify this with your county certification officer and then add this to the teacher's credentials by clicking on Academic Major/Advanced Credentials or Content Exam.
- An academic major would be a doctorate or master's degree in the content area or 21 hours in the content area also verified by an official transcript or by seeing a 78-in the content area on the teacher's certificate. (Example: **78-1 English 5-AD**)
- Advanced Credentials would be National Board Certification in the content area, a specific authorization (i.e. Alternative Education), multiple endorsements in the same content area ( i.e. chemistry, biology, and physics)

# Highly Qualified Report

## Highly Qualified Teacher Record

<i>Year</i>	<i>Status</i>	<i>Method Satisfied</i>	<i>Subject</i>	<i>Special Ed</i>	<i>Classes</i>
2013	Highly Qualified	Academic Major or Advanced Credential	History		1.00
2013	Highly Qualified	Academic Major or Advanced Credential	Science		5.00
2012	Highly Qualified	Academic Major or Advanced Credential	History		3.50

Always verify any information listed under the "Highly Qualified Record"

# Before you are finished....

1. Always click on the **“UPDATE”** after any updates or exiting the teacher record or it will NOT be saved.
  
2. Double check your class counts by clicking on “Class Count Report” to monitor appropriate total class counts for each teacher.

# Helpful Resources

1—WVEIS Course Code Manual 2015-2016

<http://wveis.k12.wv.us>

2---Compliance Tool

[WOW WVR 400](#)



# Compliance Tool

- On WVEIS on the Web (WOW)--Educator Quality 400, you'll see **Compliance Tool** below "HQ 2016".
- Click to view your school's information. Print this prior to working on the HQT Data Report/Class Count to use as a reference and working document.

LEVELS On the Web Department of Education

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Educator Quality <<

West Virginia Department of  
**EDUCATION**

- HQ 2016
  - Select School
  - HQ Self-Contained
  - HQ English
  - HQ Reading/LA
  - HQ Mathematics
  - HQ Science
  - HQ Foreign Languages
  - HQ Civics/Govt
  - HQ Economics
  - HQ Arts
  - HQ History
  - HQ Geography
  - Class Count Review/Attest
  - State Report
- Compliance Tool
  - Compliance Tool
- HQ Check 2007-2015
- HQ Reports
- Credentialed Teachers

Click here to obtain your school's report

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Education EDU.QUA: Educator Quality

Educator Quality

West Virginia Department of  
**EDUCATION**

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  - HQ English
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  - HQ Science
  - HQ Foreign Languages
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  - HQ History
  - HQ Geography
  - Class Count Review/Attest
  - State Report
- Compliance Tool
  - Compliance Tool
- HQ Check 2007-2015
- HQ Reports

Select School

- Barbour KASSON ELEMENTARY/MIDDLE SCHOOL
- Barbour BELINGTON ELEMENTARY
- Barbour JUNIOR ELEMENTARY
- Barbour MOUNT VERNON ELEMENTARY
- Barbour PHILIPPI ELEMENTARY SCHOOL
- Barbour VOLGA-CENTURY ELEMENTARY
- Barbour BELINGTON MIDDLE SCHOOL
- Barbour PHILIPPI MIDDLE SCHOOL
- Barbour PHILIP BARBOUR HIGH SCHOOL COMPLEX

School

Course Year

Certified List

Obtain Report

Click on your school to highlight

Click on "Obtain Report"



# Compliance Tool

Name

Credentials

Testing  
Information

Special Ed.  
Caseload  
(SE Roster)

002 203 MOUNT VERNON ELEMENTARY Mar 03, 2014 12:59:08

Teacher Id	Name	SSN	Courses & Grade Levels	Credentials	Pending Apps	Praxis	Highly Qualified Collections	Certified List	SE Roster	Narrative
BRAC L	BRACEY, LINDSEY	3271	3600-GEN MUSIC K K Grades: 0K 01	21 Professional Teaching Certificate 2000 -Music Grds: PK-AD Exp: 06/30/2015		PLTT 0624 PLT - Grades 7-12 PPST 5720 C-PPST: Writing	2013 Arts Praxis Content Examination 2013 Arts Praxis Content Examination	213 Classroom Teacher, Middle/Junior High Cert: 21 Fund: 11 Project: 00000 RSPFBS: 11111 Obj: 111		

Schedule

Highly  
Qualified  
Information



# WVEIS Course Code Manual

<http://wveis.k12.wv.us>

- Go to this site. Click on “Support”..... then click on 2015- 2016 Course Code Manual (you will always use the most current manual for your school year and they are updated frequently)
- Right click on this document. If you have an Adobe reader, you will see a drop down with “FIND” or “SEARCH”. Click on FIND or SEARCH. A small window will appear.
- You can enter a course code, endorsement code, letters, words, etc. and you can move with the arrows forward or backward through the document and it will highlight that item all through the manual so you can check course codes, endorsement codes, etc. Course codes are on the left and the required Endorsement codes are on the right

# WVEIS



## WEST VIRGINIA EDUCATION INFORMATION SYSTEM

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[Calendar](#)

[Support](#)

[Links](#)

[WVEIS Web](#)

[Contact Us](#)

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**2012-2013 Data**  
[Percent Needy \(5-17\)](#)  
[Percent Needy \(All Grades\)](#)  
**New Update (1/4/13)**

[Global 21](#)

# WVEIS



WEST VIRGINIA EDUCATION INFORMATION SYSTEM

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## STUDENT SUPPORT PAGE

Welcome to the WVEIS Support Center. This section of the WVEIS Web is dedicated to providing answers to Frequently Asked Questions (FAQs), sharing ideas, distributing PC based software for use with WVEIS, and allowing end users of the WVEIS to submit enhancement requests and problem reports to state WVEIS staff.

### Custom Program Documentation

#### STUDENT MANAGEMENT SYSTEM

**ENROLLING STUDENTS**  
[Rules for Enrolling Students 09/16/2010](#)  
[Instructions for Enrolling/Withdrawing Students 02/05/09](#)  
[Codes for Basic Student Demographics and Enrollment 07.25.2013](#)  
[DHHR Out of State Placement 08/08/2011](#)  
[Early Childhood Students FTE and Pre-K Enrollment 07.23.2013](#)  
[Postal Regulations Tips](#)

**STUDENT HEALTH RECORDS**  
[Standard Codes Updated 01/07/09](#)

**STUDENT DISCIPLINE**  
 Now a WOW program with inline documentation.

**EDITING STUDENT RECORDS**  
[Error Report \(WVP.245E\)](#)  
[Information ONLY Audit of Students Withdrawn as Dropout \(School Level\)](#)

#### STUDENT ATTENDANCE SYSTEM

[Attendance Codes \(05/26/10\)](#)

### Additional Program Documentation

[WV Adjusted Cohort Graduation Rates Guide \(October 2013\)](#)

[Graduation Rate Appeal Window 07.01.2013](#)

[GED Option 1 Pathway Information 04.15.2013](#)

**SPECIAL EDUCATION**  
[Special Education System 09/30/2011](#)  
[Special Education Codes 11.04.2013](#)  
[Medicaid Billing Codes 10/31/08](#)  
[Additional Info DHHR Out-of-State Placement 09/30/2011](#)  
[Special Education Child Count 07.26.2013](#)

**ALL TESTING ACCOMMODATIONS**  
[504 Students Instructions](#)  
[504 Testing Accommodations 03.05.2012](#)  
 LEP Documentation Removed for Old System 02.27.2013  
[Spl Ed Testing Accommodations 03.05.2012](#)

**ACCOUNTABILITY/ASSESSMENT**  
[Accountability Reporting](#)  
[Display/Print Westest Scores \(WVS.777\)](#)

**CHILD NUTRITION PROGRAMS**  
[Household Application](#)  
[Family Application Report](#)  
[Status Programs](#)  
[Miscellaneous Programs](#)  
[Downloading Data](#)  
[Direct Certification \(07/26/2007\)](#)  
[Canteen Billing System](#)

[Webinar Link Page](#)

[Finance Support Page](#)

[SEQUEL Support Page](#)

[Helpful CheckLists/Tips](#)

[\(update 05/07/07\)](#)  
[County Opening and 1st Month 09/27/07](#)  
[County 2nd Month](#)  
[County 10th Month](#)  
[School Opening and 1st Month 09/27/07](#)  
[School 2nd Month](#)  
[School 10th Month](#)

[Course Code Information](#)

### 2014-2015 COURSE CODE MANUAL

Updated 01.14.2014

[COURSE CODE MANUAL](#)

Pre 2012-2013 SY  
 Latest Update 12/12/2011

[2012-2013 COURSE CODE MANUAL](#)

Updated 10.01.2012

### 2013-2014 COURSE CODE MANUAL

Updated 01.14.2014

Click on  
most recent  
for the  
current  
school year



# List of teacher endorsements

## ENGLISH LANGUAGE ARTS

Endorsement codes utilized in teaching English/Language Arts:

0800	Language Arts	3601	Early Childhood
1000	English	3602	Primary
1001	English Language Arts	3603	Early Education
1050	English as Second Language	3605	Multi-subjects
3100	Speech	3700	Oral Communications
3600	Elementary Education	3900	Journalism

Teacher endorsement codes on the right

Course codes on the left

Required Courses:

4000	ENG LA K	ENGLISH LANGUAGE ARTS K	1000, 3600, 3601, 3602, 3603, 3605
4001	ENG LA 1	ENGLISH LANGUAGE ARTS 1	1000, 3600, 3601, 3602, 3605
4002	ENG LA 2	ENGLISH LANGUAGE ARTS 2	1000, 3600, 3601, 3602, 3605
4003	ENG LA 3	ENGLISH LANGUAGE ARTS 3	1000, 3600, 3601, 3602, 3605
4004	ENG LA 4	ENGLISH LANGUAGE ARTS 4	0800, 1000, 1001, 3600



## Additional Web Resources

<http://wvde.state.wv.us/certification/forms>

- *Here you can look at any certification forms*

<http://wvde.state.wv.us/policies>

- *Policy 5202*
- *Policy 5100*

## Questions or Comments?

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Coordinator

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WVDE

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