



Delaware Reciprocity

Information for Educators Holding Credentials in Another State

If you are an educator who holds Licensure or Certification in another state and wish to apply for Delaware credentials, you will need to register and apply online for Delaware Licensure and Certification. The **License** allows you to teach in Delaware, and the **Certificate** identifies the subject(s) you may teach or the position you may hold (counselor, social worker, administrator). You may apply for multiple Certificates.

<https://www.doe.k12.de.us/certification>

Delaware Issues Three Licenses:

- Initial License for educators with less than four years of verified credentialed teaching experience.
- Continuing License for educators with four or more years of verified credentialed teaching experience.
- Advanced License for holders of National Board Certified Teachers (NBCT) certification.

Apply in DEEDS

Complete the online DEEDS application for Licensure and Certification. There is a non-refundable \$100 application fee.

- To apply: <https://education.delaware.gov/educators/educator-credentialing/deeds/>

Submit Required Documentation

Official Transcripts - Send official (sealed, unopened) transcripts for **all** degrees and coursework directly to Licensure and Certification. DOE only accepts transcripts from regionally accredited colleges/universities.

Copy of Educator Credentials - Send a copy of the credentials you earned from your state's Department of Education. Educators who hold a *full and current* license/certificate in another U.S. state (including District of Columbia, Guam, and Puerto Rico) will be issued a comparable Delaware license/certificate.

Delaware does not accept the following Credentials as reciprocal:

- ◆ Certificates of Eligibility
- ◆ Intern Certificates
- ◆ Conditional Certification
- ◆ Substitute Teacher License
- ◆ Private School License
- ◆ Endorsements

This information is provided as a summary only. For more detailed and current information for out-of-state applicant (reciprocity): <https://www.doe.k12.de.us/Page/3504>.



NOTE: If your credential is valid beyond the expiration date listed on your license or certificate, you must have the issuing State Department of Education submit a letter verifying your credential is still current and valid.

NOTE: If your credential is accepted or is not accepted in Delaware under reciprocity, you may still need to submit:

- Student teaching on an official transcript (or proof if does not appear on transcript).
- Praxis II is required for most Certificates.
 - Link to DE Praxis tests: <http://www.ets.org/praxis/de/requirements>; and use reporting code R7065 to have ETS send official scores electronically to Delaware.
- For Certificates requiring American Council on the Teaching of Foreign Languages (ACTFL), Language Testing International administers the ACTFL tests: www.languagetesting.com.
- Any other documentation needed to meet licensure and certification requirements.

Work History - Some applications require verification of credentialed experience. If you have state-credentialed teaching experience in a **full-time (non-substitute) K-12 teaching position** outside of DE, please submit verification on *Form E*. Other non-teaching areas will use *Form E/NT* for verification. These forms can be found at: <https://www.doe.k12.de.us/Page/3484>.

Complete the top section and then submit the form to the school district or charter school personnel office for completion. The section listing verification of successful evaluations **must** be completed, and the school district or charter personnel office will mail the completed form directly to Licensure and Certification.

Questions?

Answers to most questions can be found:
<https://www.doe.k12.de.us/certification>

If additional assistance is needed, email:
<https://education.delaware.gov/educators/education-credentialing/contact-us/>

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