LEVEL I TO LEVEL II CERTIFICATION REQUIREMENTS

If you have been teaching in Pennsylvania on a Level I certificate for 3-6 years of satisfactory service, completed DASD’s Induction Program and have earned 24 post-baccalaureate credits, you may apply for a Level II certificate through the Teacher Information Management System (TIMS).

The following conditions must be met:

- Six of the credits must be associated with your area(s) of certification and/or must be designed to improve professional practice
- You must have three years of satisfactory service on a Level I certificate, verified by the chief school administrator of the employing school entity
- You must have completed a PDE induction program verified by the chief school administrator of your employing entity

Level I Pennsylvania Instructional and Educational Specialist certifications are valid for six (6) years of service, not calendar years. A ‘service year’ is a year in which you were employed as an educator for a:

- PA Public School District
- PA Intermediate Unit
- PA Career or Technical School (CTC or AVTS)
- PDE Approved Private School
- Pre-K Counts Program
- State-Owned School
- Correctional facility providing secondary high school diploma programs for school-aged children
- Juvenile Correctional Facility or County Jail when employed by a Public School Entity
- Alternative Education After School Program when graduation credit is given

Click here for PDE’s website and answers to commonly asked questions about Level II Certification

HOW TO APPLY FOR LEVEL II CERTIFICATION

Your application for Level II certification must be submitted through the Teacher Information Management System (TIMS).

1. Complete your online application in TIMS and pay the required fee.
2. Submit any required documentation directly to PDE (i.e. official transcripts).
3. Ask your supervisor to complete the PDE 427 Instructional I to Instructional II Assessment and submit it to Human Resources.
4. Once Human Resources receives the completed and signed PDE 427 Assessment, we will certify your work history in TIMS and forward your application to PDE for processing.
5. Once issued, email hr@dasd.org to let us know so we may update your personnel file. PDE does not notify the school district.

Please contact the Human Resources Department with any questions regarding certification.