

# How to apply for out-of-state teaching certification

Applying for out of state certification can be simple or very complex, depending on the state you wish to be certified in. The complexity of the process usually varies based on the testing requirement and additional coursework. States that have testing requirements or additional required coursework can be more challenging, expensive, and time-consuming.

As a UMF graduate, you do have an additional advantage. Because our program is a nationally accredited teacher training program, your degree will fulfill the requirement for completing a regionally accredited teaching training program that is on all certification applications. This means that, after completing the testing or coursework that some states require, you are eligible to teach in all 50 states!

1. Consult the [US Department of Education Website](#) from which you seek a teaching certificate to learn more about any additional certification requirements or specific application procedures. NOTE: Each state's certification website features comprehensive information intended to satisfy a very broad range of applicant needs. In other words, you probably will be required to read a great deal of information to get the details you seek.
2. State departments of education usually require an official copy of your UMF transcript. The transcript is required for a process commonly referred to as "transcript analysis," to ensure that you have completed specific academic requirements for teacher certification. Follow the directives on each state's department of education website, which usually require you to complete a form and mail or email an official copy of your transcript for analysis.
3. In addition, many states require a state-specific form, documenting your participation in the UMF education program. If so, download the required form and send it to Rhonda Bryant at [bryantr@maine.edu](mailto:bryantr@maine.edu) and she will fill it out and send it directly to the proper recipient.
4. Each state's teacher certification requirements are subject to change based on laws passed by each state's legislature. The only definitive answer on whether or not you are eligible for teacher certification in another state lies with a certification officer in each state's department of education. And, the only way you can be assured of getting the latest, accurate information on each state's certification requirements requires you to read the information on the website and direct your questions (by phone or e-mail) to the state certification office.

One final note: If you are planning on applying for teaching positions out of state, **do not wait** until your certification is official in that state, you can apply with your Maine certification! You can be hired on a conditional basis until the state-specific requirements are met and then transition to a professional certificate.