



Alternative Education Teaching Out of Certification Exemption Request

“Teachers must be certified teachers but are not restricted to grade-specific or subject-specific areas. Assignment out of regular subject area(s) or grade level(s) certification requires State Department of Education approval.” (OAC Section 210:35-29-6). Areas that are not available for exemption are special education, AP courses, and career tech courses.

Please Complete Online or Print Legibly

District Name: _____

Superintendent Name: _____

District Address: _____ City: _____ Zip code: _____

Phone Number:(_____) _____ Email Address: _____

Alternative Education Program Name: _____

Program Level (check one) Elementary Middle School/Jr. High High School

Teacher Name: _____

School Address: _____ City _____ Zip code _____

PhoneNumber:(_____) _____ Email Address: _____

Teacher Certification Number: _____ Certificate Expiration Date: _____

Certification Areas: _____

Areas to be Taught Outside of Certification: _____

Reasoning for Exemption: _____

What are the supports that will be provided by the district to ensure success for teachers and students? _____

Teacher Signature _____ Date _____

Superintendent Signature _____ Date _____

Submit this form to Leslie Frazier at Leslie.Frazier@sde.ok.gov or Missy Corn at Missy.Corn@sde.ok.gov.

Email address of person to send approved/denied request to: _____

Oklahoma State Department of Education _____ **Approved** _____ **Denied**

OSDE Signature _____

Missy Corn, Alternative Education Specialist _____ Date _____

OSDE Signature _____

Leslie Frazier, Alternative Education Specialist _____ Date _____