

## **Vermont Agency of Education Offering Opportunity for Qualified Applicants to obtain Early Childhood Educator Provisional License**

### **Purpose**

The Vermont Standards Board for Professional Educators (VSBPE) has approved an Agency of Education (AOE) Early Childhood Educator or Early Childhood Special Educator (ECE/ECSE) provisional license specifically for qualifying individuals who are employed or contract with private prekindergarten (PreK) education programs. Private PreK programs must either be pursuing or maintaining current prequalification status under Universal Prekindergarten Education Law (Act 166).

### **Superintendent Provisional License**

It is the preference of the VSBPE that all applicants for ECE/ECSE provisional licenses work first with the local SU/SD superintendent to build relationships across settings and to support the youth in their shared community. However, circumstances may arise where a Superintendent is unable to endorse a request for a provisional license and an alternative route is necessary.

Superintendents, at their discretion, may approve a provisional license for a private prekindergarten program individual. If a superintendent wishes to submit a provisional application on behalf of a private program individual, the [VSBPE Licensing Rules Governing the Licensing of Educators](#) criteria and procedures for temporary licenses (Rules 5351-5356) are applicable. A superintendent denial for a provisional license is required evidence for applying for an AOE ECE/ECSE provisional license

**Beginning June 1st, 2021**, the Vermont Agency of Education - Early Education Team will accept ECE/ECSE provisional license applicant requests on a first come, first serve basis from candidates that work or contract with private prekindergarten programs. If an applicant is determined eligible by AOE Early Education Team, based on the criteria listed below, the

### **Contact Information:**

If you have questions about this document or would like additional information, please contact:

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applicant then must complete the provisional license application process through AOE Educator Licensing.

**AOE ECE/ECSE provisional licenses** will be valid for two years and end on 6/30/20XX of the second year. The first step is to review the criteria listed in below to determine if you or another individual in your private PreK program may be a possible candidate. The second step is to complete the [Act 166 Universal Prekindergarten Changes to Prequalified Program Form](#).

**Please have the following available** for completing the Act 166 Universal Prekindergarten Changes to Prequalified Program Form (even if your program is not currently an approved UPK program).

1. Name of Program (as listed on childcare license),
2. Childcare License Number,
3. Name of Person Completing Request (First and Last Name of Applicant seeking provisional license),
4. Email address,
5. Changes to program; Select "Other",
6. In detail of changes, please put "Requesting AOE ECE Provisional License",
7. Electronically sign and complete date field, and
8. Click on submit button.

**AOE Early Education Team** will determine ECE/ECSE provisional license eligibility using the criteria as listed below. Information is collected electronically by the AOE UPK Coordinator, Wendy Scott, after the eligibility request has been received.

- a. [Official transcripts](#) (student issued transcripts with date degree conferred and registrar stamp is acceptable)
- b. Current Resume
- c. Superintendent denial of a provisional license evidence.
- d. Provisional Plan (including mentorship information)

\*Provisional License Fees (\$150 paid by applicant through AOE Educator Licensing online application process)

## Provisional License Criteria

1. Holds a bachelor's degree in early childhood OR an AOE approved relevant major with at least 15-18 credits coursework in early childhood (can be post graduate courses). (official transcripts required)
2. The applicant is currently employed by or contracts with Vermont private licensed center or private registered/licensed family childcare home provider seeking initial Universal Prekindergarten (UPK) approval or is currently an approved UPK education program. (resume required and verified by AOE)
  - a. For those programs who are not UPK approved, the program will submit a letter of intent outlining timeline for applying for UPK prequalified approval status. (collected by AOE)
3. Applicant affirms that they have been unable to obtain the Superintendent's support for a Provisional License. Nor has an Applicant has not previously held a provisional license in the last ten years. (verified by AOE)
4. Applicant has engaged a Vermont licensed Early Childhood Educator or Early Childhood Special Educator mentor. (verified by AOE)
5. Applicant will submit a provisional plan for obtaining ECE/ECSE licensure within two years. Approval of provisional plan does not guarantee licensure. Completion of the provisional plan, within the two years, is the responsibility of the applicant and not the Agency of Education. (verified by AOE)
6. When determined eligible, the applicant pays all provisional licensing fees (\$150). There is no fee for eligibility determination.