Purpose:

NC Pre-K Contractors, Program Contacts, and Site Administrators are advised to use the NC Pre-K Teacher Employment Eligibility Determination Chart as an initial guidance tool in determining eligibility for prospective and returning NC Pre-K Lead Teachers at non-public sites. The NC Pre-K Teacher Employment Eligibility Determination Chart should be used prior to employment offers, enrollment in the EESLPD Unit for services, and teacher placement in the NC Pre-K Plan.

Documentation must be used in conjunction with the NC Pre-K Teacher Employment Eligibility Determination Chart to serve as verification of required criteria. Prospective teachers must provide the following documents, if applicable:

- A legible copy of a NC Professional Educator’s License
- A legible copy of Other States’ Licensure and/or Praxis Test Scores
- Official Transcripts from all institutions of higher education from which coursework has been completed and/or a degree was earned
- Birth-Kindergarten Plan of Study from a NC regionally accredited college or university* or Regional Alternative Licensing Center (RALC)
  * For a list of approved BK programs access http://ncchildcare.nc.gov/pdf_forms/NCPre-K_ApprovedBKProgramsNC.pdf

INSTRUCTIONS:

1. Read through OPTION I: Existing Licensure to determine if the prospective teacher meets one or more of the criteria. If the teacher is eligible, follow the instructions provided for NEXT STEP(S). However, if the teacher does not meet any of the criteria move to OPTION II (a): Educational Background.

2. Read through the criteria in OPTION II (a): Educational Background to determine if the prospective teacher meets one or more of the criteria. If the teacher is eligible, follow the instructions provided for NEXT STEP(S). However, if the teacher does not meet any of the criteria move to OPTION II (b): Educational Background.

3. Read through the criteria in OPTION II (b): Educational Background to determine if the prospective teacher meets one or more of the criteria. If the teacher is eligible, follow the instructions provided for NEXT STEP(S). However, if the teacher does not meet any of the criteria move to OPTION II (c): Educational Background.

4. Read through the criteria in OPTION II (c): Educational Background to determine if the prospective teacher meet one or more of the criteria. Follow the instructions provided for NEXT STEP(S) to contact the EESLPD Unit BK Licensure Specialist assigned to your county for additional assistance.