

To fulfill the certification requirement for accreditation, administrators and teachers now have a choice to hold either an ACSI certificate OR a current state teaching credential. If they choose their state credential, teachers/administrators will still need to complete the Christian Philosophy of Education (CPoE) by the end of their third year at the school and earn at least 1 Bible CEU a year starting their second year at the school. The school will track this information using the Certification Chart.

For teachers/administrators who are opting to maintain their state teaching credential in lieu of ACSI certification:

- A non-tax state credential or substitute teaching certificate is not considered to be a current state teaching credential. *
- Once a state-certified teacher/administrator completes the CPoE, the school should retain a copy on file (with the participant keeping a copy for their own records). It does not get submitted to the ACSI Certification Department.
- Any Bible CEUs completed by a state-credentialed teacher/administrator should also be kept on file with the school. These are not submitted to the ACSI Certification Department. However, the school may use an educator's VPP to keep track of any CEUs earned at the school or with ACSI. CEU certificates of completion earned through an approved outside CEU provider will remain in the educator's file at the school.
- A state teaching credential must be **current** for the teacher/administrator to be considered "certified" for accreditation purposes. You will need to contact your state department for renewal information if you are unsure of how to renew your state teaching/administrative credential.
- If the CPoE is not completed by the end of the third year at the school, or if Bible CEUs are not being accrued after the second year at the school, the participant is not considered "certified," even if their state credential is current.

For teachers who are submitting their state teaching license to assist in gaining ACSI certification:

- Initial ACSI Certification Applicants:
 - When applying for an ACSI certificate, submitting a state teaching/administrative license is helpful. The state license does not need to be current, but it would need to be considered valid and not a provisional one-year license*.
 - If you are **ONLY** submitting a state teaching/administrative license in order to gain an ACSI certificate, it must be in the same field as your requested ACSI certificate.
 - If you have Bible or CPoE coursework on your transcripts, you will need to submit copies of your official transcripts along with your state teaching license in order to be awarded credit for those.
- Renewal ACSI Certification Applicants:
 - Submission of a current state teaching/administrative license is proof that Education CEUs needed for ACSI certification renewal has been completed. You will need to submit a current state license to show proof of this. The teacher/administrator would still need to complete any other renewal requirements, such as Bible CEUs, as listed on their ACSI certificate.

*Provisional, substitute, non-tax, or other certificates that are not considered acceptable for full-time classroom teaching in the state/location of issuance would not be applicable to ACSI certification.