



Certification Office
800 Governors Drive
Pierre, South Dakota 57501
certification@state.sd.us
Telephone: 605.773.3426

University Sign-Off Instructions & Requirements

The receiving institution must:

- Complete page 2 of the university sign-off.
- Mail to:
Department of Education
Certification Office
800 Governors Drive,
Pierre, SD 57501



Complete information using a black pen and readable penmanship

UNIVERSITY SIGN-OFF

APPLICANT

Social Security Number	Date of Birth				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-right: 1px solid black; padding-right: 5px;">Last Name</td> <td style="width: 16.5%; border-right: 1px solid black; padding-right: 5px;">First</td> <td style="width: 16.5%; border-right: 1px solid black; padding-right: 5px;">Middle</td> <td style="width: 34%; padding-left: 5px;">Phone (Day)</td> </tr> </table>	Last Name	First	Middle	Phone (Day)	Phone (Evening)
Last Name	First	Middle	Phone (Day)		
Street Address	Phone (Evening)				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border-right: 1px solid black; padding-right: 5px;">City</td> <td style="width: 25%; border-right: 1px solid black; padding-right: 5px;">State</td> <td style="width: 25%; border-right: 1px solid black; padding-right: 5px;">Zip</td> <td style="width: 25%; padding-left: 5px;">Email</td> </tr> </table>	City	State	Zip	Email	Email
City	State	Zip	Email		

UNIVERSITY AUTHORIZED REPRESENTATIVES

I hereby certify that _____ (applicant) satisfactorily completed the following **education program(s)**:

Program Completion Date

Program Completion Date

Signature of Authorized Official	Title	Date
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Print Name of Authorized Official	() Telephone #
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University	Address	Zip
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Mail to: Department of Education, Certification Office, 800 Governors Drive, Pierre, SD 57501
Direct questions to: certification@state.sd.us or 605-773-3426

South Dakota Approved Authorizations

The colors indicate the following:

- Blue – Indicates that both coursework *and* the designated test must be completed to add a major and/or endorsement in the content area(s) to a certificate.
- Green – Indicates tests that may be taken without verification of coursework to add an endorsement(s) to a certificate. (Note: These tests cannot be taken to obtain majors. Other states may not accept endorsement level of preparation for certification.)
- Red – Indicates there is no test for this area and that coursework must be completed to add a major and/or endorsement to a certificate.
- Violet – Indicates that the endorsement may be added with either coursework OR the appropriate test.
- Pink – Indicates that the endorsement may be added with documentation of work experience/certificate of completion or coursework.

Additional information on the required tests can be found at: <http://doe.sd.gov/oatq/praxis/>

Administrator

- ___ 300 PK-12 Principal [24:53:08:01](#)
- ___ 301 P-8 Elementary Principal [24:53:08:01](#)
- ___ 302 7-12 Secondary Principal [24:53:08:01](#)
- ___ 304 P-12 Career School Superintendent [24:53:08:02](#)

School Service Specialist

- ___ 400 School Social Worker [24:53:09:05](#)
- ___ 401 School Counselor [24:53:09:01](#)
- ___ 402 B-21 School Speech/Language Pathologist [24:53:09:04](#)
- ___ 404 B-21 School Psychologist [24:53:09:03](#)
- ___ 406 Birth-21 Special Education Director [24:53:09:06](#)
- ___ 407 Curriculum Director [24:53:09:07](#)
- ___ 412 School Library/Media Specialist [24:53:09:02](#)

Teachers

- ___ 201 Birth- Preschool Education [24:53:07:01](#)
- ___ 202 K-8 Elementary Education [24:53:07:04](#)
- ___ 203 K-8 Elementary Education w/5-8 Middle Level [24:53:07:04](#)
- ___ 204 7-12 Secondary Education [24:53:07:07](#)
- ___ 205 7-12 Secondary Education w/5-8 Middle Level [24:53:07:07](#)
- ___ 206 K-12 Special Education [24:53:07:25](#)
- ___ 209 K-12 Deaf/Hearing Impaired Education [24:53:07:25](#)
- ___ 211 K-12 Reading Specialist [24:53:07:27](#)
- ___ 213 K-12 Blind/Visually Impaired Education [24:53:07:25](#)
- ___ 215 5-8 Middle Level Education [24:53:07:06](#)
- ___ 218 K-8 Elementary Education/Special Education [24:53:07:05](#)
- ___ 219 Birth – Age 8 Early Childhood [24:53:07:02](#)
- ___ 221 Birth -- Age 8 Early Childhood/ Birth-Age 8 Special Education [24:53:07:03](#)
- ___ 223 K-12 Education [24:53:07:18](#)
- ___ 224 K-12 Education w/ 5-8 Middle Level [24:53:07:18](#)
- ___ 225 7-12 Mathematics/Science Composite [24:53:07:28](#)

Art Education

- ___ 620 K-12 Art Education [24:53:07:19](#)

Educational Technology

- ___ 671 K-12 Educational Technology Education [24:53:07:21](#)

Health/Physical Education

- ___ 631 K-12 Comprehensive School Health Education [24:53:07:20](#)
- ___ 632 K-12 Physical Education [24:53:07:23](#)

Language Arts Education

- ___ 570 7-12 Language Arts – Composite [24:53:07:08\(2\)](#)
- ___ 573 7-12 Language Arts: Speech/Debate [24:53:07:08 \(5\)](#)
- ___ 574 7-12 Language Arts: Drama/Theater [24:53:07:08 \(3\)](#)
- ___ 575 7-12 Language Arts: Mass Communications [24:53:07:08 \(4\)](#)
- ___ 576 7-12 Language Arts: English Education(Composition/Literature/Speech)

Mathematics Education

- ___ 580 7-12 Mathematics Education [24:53:07:09](#)

Music Education

- ___ 650 K-12 Music Education – Composite [24:53:07:22](#)
- ___ 651 K-12 Music Education – Vocal Music [24:53:07:22](#)
- ___ 652 K-12 Music Education – Instrumental Music [24:53:07:22](#)

Science Education

- ___ 591 7-12 Science Education – Biology [24:53:07:10\(2\)](#)
- ___ 592 7-12 Science Education – Chemistry [24:53:07:10 \(3\)](#)
- ___ 593 7-12 Science Education – Physics [24:53:07:10\(4\)](#)
- ___ 594 7-12 Science Education – Physical Science [24:53:07:10\(6\)](#)
- ___ 595 7-12 Science Education – Earth Science [24:53:07:10\(5\)](#)
- ___ 597 7-12 Science Education – Composite [24:53:07:10\(1\)](#)

Social Science Education

- ___ **601** 7-12 Social Science Education – History
[24:53:07:11\(4\)](#)
- ___ **602** 7-12 Social Science Education – Political Science
[24:53:07:11\(5\)](#)

- ___ **603** 7-12 Social Science Education – Geography
[24:53:07:11\(3\)](#)
- ___ **604** 7-12 Social Science Education – Economics
[24:53:07:11\(2\)](#)
- ___ **605** 7-12 Social Science Education – Sociology
[24:53:07:11](#)
- ___ **606** 7-12 Social Science Education – Psychology
[24:53:07:11\(6\)](#)
- ___ **608** K-12 South Dakota Indian studies [24:53:07:24](#)
- ___ **609** 7-12 Social Science Education – Composite
[24:53:07:11](#) (1)

Career and Technical Education

- ___ **510** 7-12 Agriculture Education [24:53:07:13](#)
- ___ **520** 7-12 Business Education [24:53:07:14](#)
- ___ **530** 7-12 Marketing Education [24:53:07:16](#)
- ___ **550** 7-12 Family and Consumer Sciences Education
[24:53:07:15](#)
- ___ **561** 7-12 Technology Education [24:53:07:17](#)
- ___ **610** 7-12 Career and Technical Education [24:53:07:12](#)

World Languages Education

- ___ **541** K-12 Latin [24:53:07:26](#)
- ___ **542** K-12 French [24:53:07:26](#)
- ___ **543** K-12 German [24:53:07:26](#)
- ___ **544** K-12 Spanish [24:53:07:26](#)
- ___ **545** K-12 Russian [24:53:07:26](#)
- ___ **546** K-12 Japanese [24:53:07:26](#)
- ___ **547** K-12 Lakota Languages [24:53:07:26](#)
- ___ **549** K-12 Norwegian [24:53:07:26](#)
- ___ **579** K-12 Other Languages [24:53:07:26](#)

Other

- ___ **951** K-12 American Sign Language Education
Endorsement [24:15:06:27](#)
- ___ **953** K-12 Braille Education Endorsement [24:15:06:28](#)