How to Navigate and Search for Educator Certification and Endorsements

Scribe

1 Search for "Educator Certification" or "SD Educator 411" and choose the appropriate option from the list displayed.
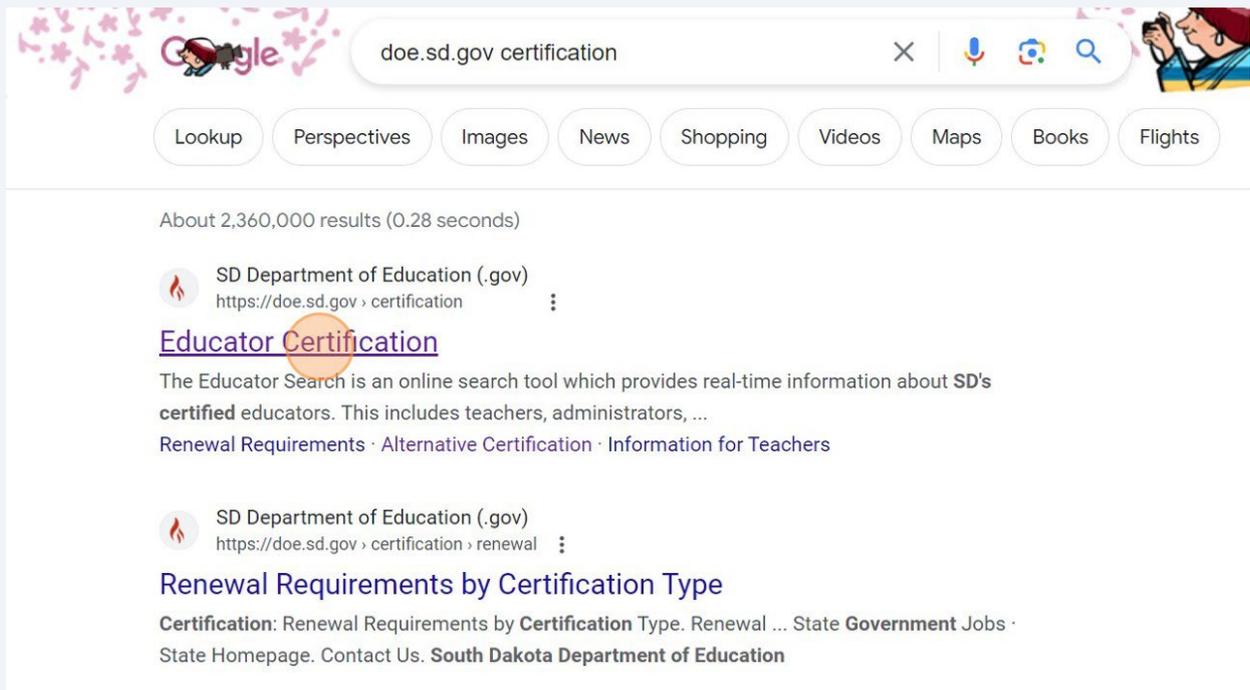
south dakota
DEPARTMENT OF EDUCATION
Learning. Leadership. Service.

Division of Accreditation and Certification, Office of Educator Certification
certification@state.sd.us
Updated December 2023

2 On the Educator Certification page (doe.sd.gov/certification), scroll down to select "Access the Educator 411".

during the registration process, rather than an email account associated with an employer, college

- New Certification System Frequently Asked Questions
- Application Comparison

Access the
Educator 411

The Educator 411 is a public access point
and Endorsement Search.

- The Educator Search is an online searc
  information about SD's certified educa
  administrators, education specialists, a
  Information on Educator 411 is consid
  Dakota.
- The Endorsement Search is an online s
  information on the current requiremer
  existing certificates. This tool also prov
  assignment/course code and the requi
  authorized to act as a teacher, adminis

3 At the top of the screen click "Educator Search" to start your search for a certified educators in South Dakota.

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Educator Search   Endorsement Search   Disciplin
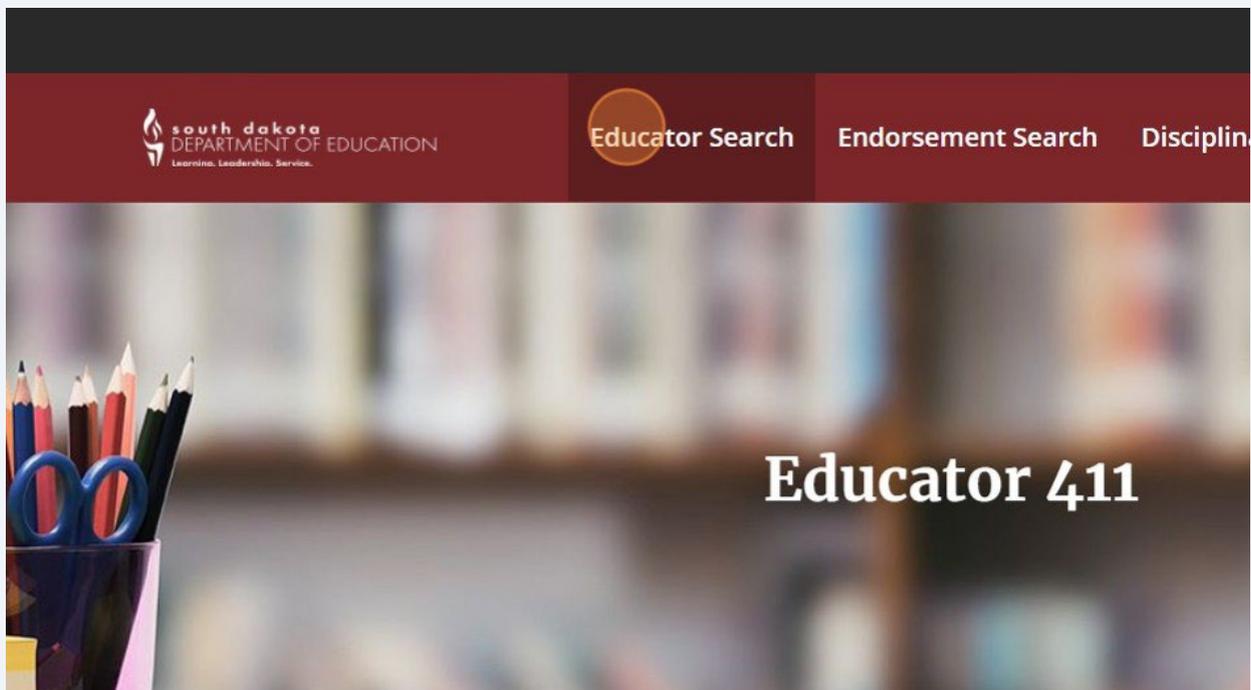
Educator 411

4 For guidance on searching read the information above the search boxes.

Click the "First Name" field and type in the individuals name.

Depending on when they were certified, educators may show up under a maiden name rather than a married name. Older rec been converted to this electronic form. View Legal Requirements here.

First Name

Last Name

Search

Last Name ∧	First Name ↕	Middle Name ↕
Aadalen	Luke	David
Aadland	Gail	I
Aaker	Linda	Jean
Aaker	Larry	John

5 Click the "Last Name" field and type in the individuals name. Once a name has been entered, click "Search" to display the results.

en they were certified, educators may show up under a maiden name rather than a married name. Older records may n o this electronic form. View Legal Requirements here.

Last Name

cronin

Search

First Name ↕	Middle Name ↕	↕
Luke	David	
Gail	I	
Linda	Jean	
Larry	John	

6 Click the "eye" to view the Educator's record. If multiple educators are displayed, select the educator you are attempting to find.
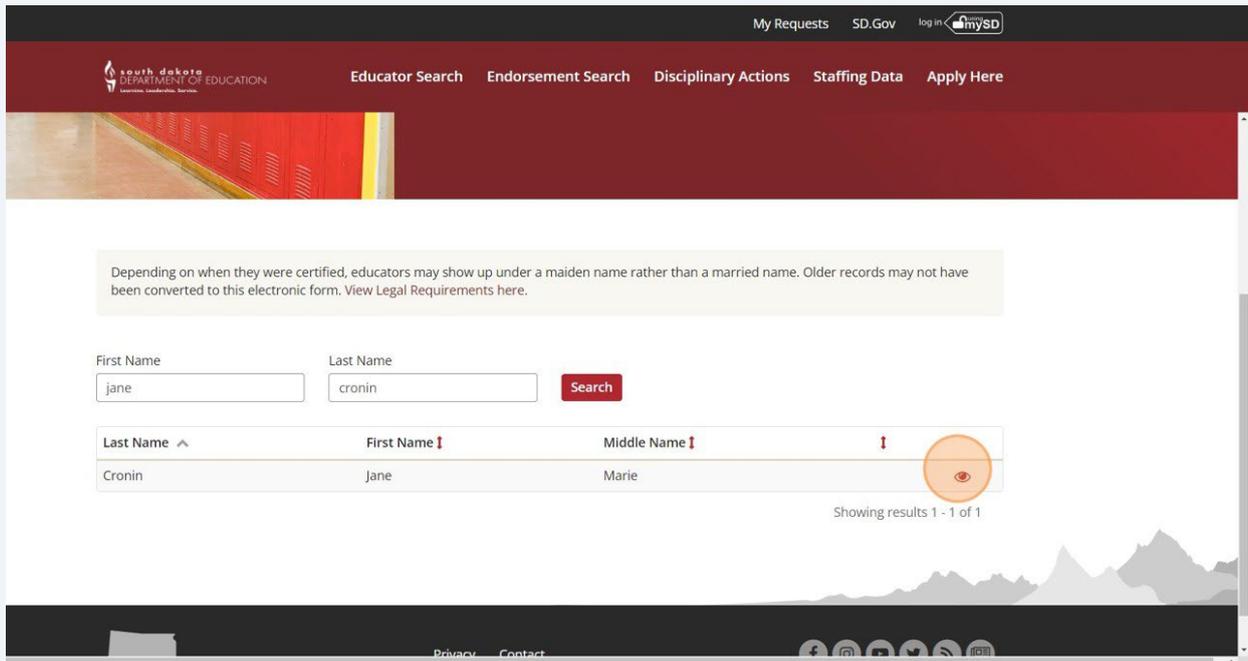
7 Using the "left menu" click through the available options to display the Educator's Information.

"Certificate Information" will display the most recent certificate issued by SD DOE.

8 "Degree Information" will display the degrees that have been validated by SD DOE.

Not all degrees will be listed if the information wasn't provided during an application.

Educator Information

Cronin, Jane

Certificate Information
Degree Information
Professional Preparations
Endorsements
State-Designated Tests
State Certified Assignments

Degree Information

Type of Attainment

Degree Completed

9 "Professional Preparations" will display the validated preparations confirmed with university sign-off or out-of-state certification verification (Reciprocity).

Once a preparation has been issued, it is then used to determine the requirements to add endorsements.

ARSD 24:28:01 "Preparation," the type of educational preparation an educator has completed to meet certification requirements

ARSD 24:28:01 "Reciprocal certification," the process by which the secretary recognizes an educator certificate issued by another state and issues an equivalent South Dakota certificate.

Cronin, Jane

Certificate Information	Professional Preparation
Degree Information	
Professional Preparations	Preparation
Endorsements	Athletic Coaching Educator P
State-Designated Tests	CTE Preparation
State Certified Assignments	
Most Recent Assignments	Secondary Preparation

10 "Endorsements" will display the validated endorsements confirmed by meeting state-designated requirements or Out-of-State Certification Verification (Reciprocity).

To add an endorsement, it must be requested on an application and validated by SD DOE.

ARSD 24:28:01 "Endorsement," the content and subject areas in which the educator is certified.

ARSD 24:28:01 "Reciprocal certification," the process by which the secretary recognizes an educator certificate issued by another state and issues an equivalent South Dakota certificate.

Cronin, Jane

	Endorsements
Certificate Information	
Degree Information	**Endorsement**
Professional Preparations	
Endorsements	5th - 8th Grade English Langua
State-Designated Tests	5th - 8th Grade Math
State Certified Assignments	5th - 8th Grade Science
Most Recent Assignments	5th - 8th Grade Social Science

11 "State-Designated Tests" confirm the testing that has been completed by the educator and confirmed by SD DOE. If a test is noted with an "End Date" it doesn't need to be retaken, it is only showing the test is no longer offered or accepted.

ARSD 24:28:01 "State-designated content test," the assessment of content knowledge used to meet certification requirements with passing scores established by the board.

ARSD 24:28:01 "State-designated pedagogy test," the assessment of pedagogical knowledge used to meet certification requirements, with passing scores established by the board.

Cronin, Jane

Certificate Information	State-Designated Tests
Degree Information	
Professional Preparations	Please note that the tests list
Endorsements	score as defined by South Da
State-Designated Tests	
State Certified Assignments	Test
Most Recent Assignments	
	Business Education (End Date 0
	Middle School Mathematics (En
	PLT: Grades 7-12 (End Date 08/(

12 "State Certified Assignments" this list includes all of the "assignment codes" or "course codes" that the educator is authorized for in the State of South Dakota.

The school district will use these assignment codes when reporting to SD DOE to indicate what each educator is assigned to for the current school year. Personnel Record Form, PRF, is how the district reports to SD DOE. The information reported by the district is then matched with the educators state certified assignments.

Cronin, Jane

Certificate Information

Degree Information

Professional Preparations

Endorsements

State-Designated Tests

State Certified Assignments

Most Recent Assignments

State Certified Assignments

Assignment Code	Des
23008	5th
23009	6th
23010	7th
23011	8th
10505	Aca
12104	Acc
12108	Acc

13 "Most Recent Assignments" this is the list of assignments that the employing district has indicated for the current school year for the educator.

Certificate Information

Degree Information

Professional Preparations

Endorsements

State-Designated Tests

State Certified Assignments

Most Recent Assignments

Most Recent Assignments

No Results