

## Helpful tips for using the South Dakota Teacher 411:

School districts are obligated to consult [South Dakota's Teacher 411 Educator Lookup](#) prior to making hiring decisions, pursuant to SDCL Chapters [13-42](#) and [13-43](#).

Teacher 411 Educator Lookup is an online search tool which provides information about all educator certificates and requirements to be considered authorized to teach an assignment or act as an administrator or education specialist. In addition to the Educator Lookup, you can also utilize the SD Teacher 411 to view help determine what requirements are needed to add additional endorsements to a current certificate.

### Option 1: Endorsement List

This is a great resource if you are wanting to explore the endorsements or are seeking more information about specific endorsement requirements or course codes that can be taught with this endorsement.

- When you select this tab, you will see a list of endorsements categories with a “+” sign next to each one.
  - If you utilize the “search for” option, you can type in a key word and it will filter the endorsement list.
  - If you click on the “+” sign, a drop-down list of the endorsements available for that category will appear.
    - There will also be two buttons to the right of each endorsement that will allow you to see the assignments/course codes that can be taught with that endorsement along with the requirements for adding the endorsements. See *Image 1*
    - When you click on the [View Requirements] you will see a list of preparations with a “+” sign next to each. You will want to select your preparation to see the requirements you would need to add that endorsement. See *Image 2*
- For Example: If you have an Elementary Preparation and are interested in teaching Secondary English you would Select the Secondary English Language Arts Endorsements. See *Image 1*
  - There are six endorsements under that selection.
  - You could then look at the assignments for all six and once you determine which one has classes you would be interested in teaching you would select the requirements for that endorsement such as Secondary Intermediate English Language Arts.

*Image 1*

The screenshot displays the 'Teacher 411' website interface. On the left, the 'Endorsement List' is shown with a search bar and a list of categories including Early Childhood, Elementary - Self Contained, Elementary - Subject Specific, Secondary - English Language Arts, Secondary - Math, and Secondary - Science. The 'Secondary - English Language Arts' category is expanded, showing a list of endorsements with 'Secondary Intermediate English Language Arts' selected. A purple arrow points from this selection to the right-hand panel. The right-hand panel shows a detailed view of the '3000 - Secondary Intermediate English Language Arts' endorsement, featuring a table of assignments with columns for 'Assignment Code' and 'Assignment Name'. The table lists various assignments such as American Literature, AP English Language and Composition, and English Language Arts I-IV.

Assignment Code	Assignment Name
01054	American Literature
01055	American Literature / History
01005	AP English Language and Composition
01006	AP English Literature and Composition
22110	AP Seminar
01067	Assisted Reading
01059	Biblical Literature
01056	British Literature
22151	Career Exploration
01103	Composition
01068	Corrective Reading
01104	Creative Writing
22004	Dropout Prevention
80033	E-Mentor (certified staff)
01101	English Composition I and II
01102	English Composition III and IV
01001	English Language Arts I
01002	English Language Arts II
01003	English Language Arts III
01004	English Language Arts IV
01051	English Literature I and II
01052	English Literature III and IV
01992	English Proficiency Development
01203	English-Test Preparation

- You would then choose the Elementary Preparation and you will notice under the requirements section the 5624 PLT is required unless you have two years of authorized teaching in a 5-12 grade span. In addition to the requirements, you must meet one of the two options: See Image 2
  - Major in Content
    - Major in Content is 27 credits with a minimum GPA of 2.7 in the content area
    - Coursework for this option must be earned within the last 10 years
  - State-Designated Praxis 5038 Content Test

Image 2

The screenshot shows the 'Teacher 411' portal for the South Dakota Department of Education. On the left, there is a navigation menu with 'Endorsement List' selected. The main content area displays a list of endorsement options under 'Secondary - English Language Arts'. The 'Secondary Intermediate English Language Arts' option is highlighted in green. To the right, a detailed view of the requirements for this endorsement is shown. It includes a 'Pedagogy Test' requirement (5624 - 5624 Principle of Learning and Teaching: Grades 7-12) and a 'Waiver of Pedagogy Requirements' section. Below this, there are two options for adding the endorsement: 'Option 1: Major in Content' and 'Option 2: Content Test'. A purple arrow points from the 'View Requirements' button for the highlighted endorsement to the 'Requirements' section on the right.

### Option 2: Educator Search

Here you will be able to search for the official certification record for all SD educators.

- To begin with you will want to enter the last name of the individual followed by the first name. See Image 3
  - It is important not to add spaces.
  - Educators may show up under a maiden name or names with special characters may require a shortened character search.

Image 3

The screenshot shows the 'Teacher 411' portal for the South Dakota Department of Education, specifically the 'Educator Search' tool. The navigation menu on the left has 'Educator Search' selected. The main content area contains a search form with fields for 'Last Name' and 'First Name'. Below the form is a 'Search' button and a 'Reset' button. A green box contains the following text: 'Suggestions for searching: Depending on when they were certified, educators may show up under a maiden name rather than a married name. Older records may not have been converted to this electronic form.' Below this, there is a paragraph of text: 'The South Dakota Department of Education would like to remind school districts of their obligation to consult South Dakota's Teacher 411 Educator Lookup prior to making hiring decisions, pursuant to SDCL Chapters 13-42 and 13-43. Teacher 411 Educator Lookup is an online search tool which provides information about educator certificates and requirements to be considered authorized to teach an assignment or act as an administrator or education specialist. Educator Search Tool'.

- Once you have found the certificate information you will be able to see the following information. See **Image 4**
  - Certificate Number
  - Status
  - Type of Certificate
  - Issue & Expiration Date
  - Degree Information
  - Preparation(s)
  - Endorsements
  - Tests taken
- You will also be able to see the assignments he/she can teach based on his/her current endorsements by clicking on the State Certified Assignments “show” button. See **Image 4**
- SD Educators currently employed in a SD school district will also be able to see the assignments he/she is currently teaching by clicking on the Most Recent Assignment “show” button. See **Image 4**

**Image 4**

**South Dakota DEPARTMENT OF EDUCATION**  
Learning. Leadership. Service.

**Teacher 411**

**Links**

- Endorsement List
- Educator Search
- Certification Requirements for Assignments
- Educator Certification Website
- Apply Here
- Educator Disciplinary Action
- Staffing Data

**Certificate Information**

Certificate Number: [REDACTED]

Status: **Active**

Type(s): **Advanced Teacher**

Issue Date: 02/12/2020  
Expire Date: 07/01/2025

**Degree Information**

Degree	State or Institution	Majors	Minors
Baccalaureate of Science	Northern State University	<ul style="list-style-type: none"> <li>Elementary Education</li> <li>Special Education</li> </ul>	
Master of Science	Black Hills State University	<ul style="list-style-type: none"> <li>Curriculum and Instruction</li> </ul>	

**Professional Preparations**

- Elementary Preparation
- K-12 SPED Preparation

**Endorsements**

*Gray endorsements are no longer available.*

- Self Contained K-4th Grade
- Self Contained Fifth - Eighth Grade
- K - 4th Grade English Language Arts
- K - 4th Grade Math
- K - 4th Grade Science
- K - 4th Grade Social Science
- 5th - 8th Grade English Language Arts
- 5th - 8th Grade Math
- 5th - 8th Grade Science
- 5th - 8th Grade Social Science
- K-12 Special Education

State Certified Assignments (Show) ←

Most Recent Assignments (Show) ←

Return to List | New Search

### Option 3: Certification Requirements for Assignments

Here you will be able to determine what endorsements are need for courses that you are teaching or will be teaching.

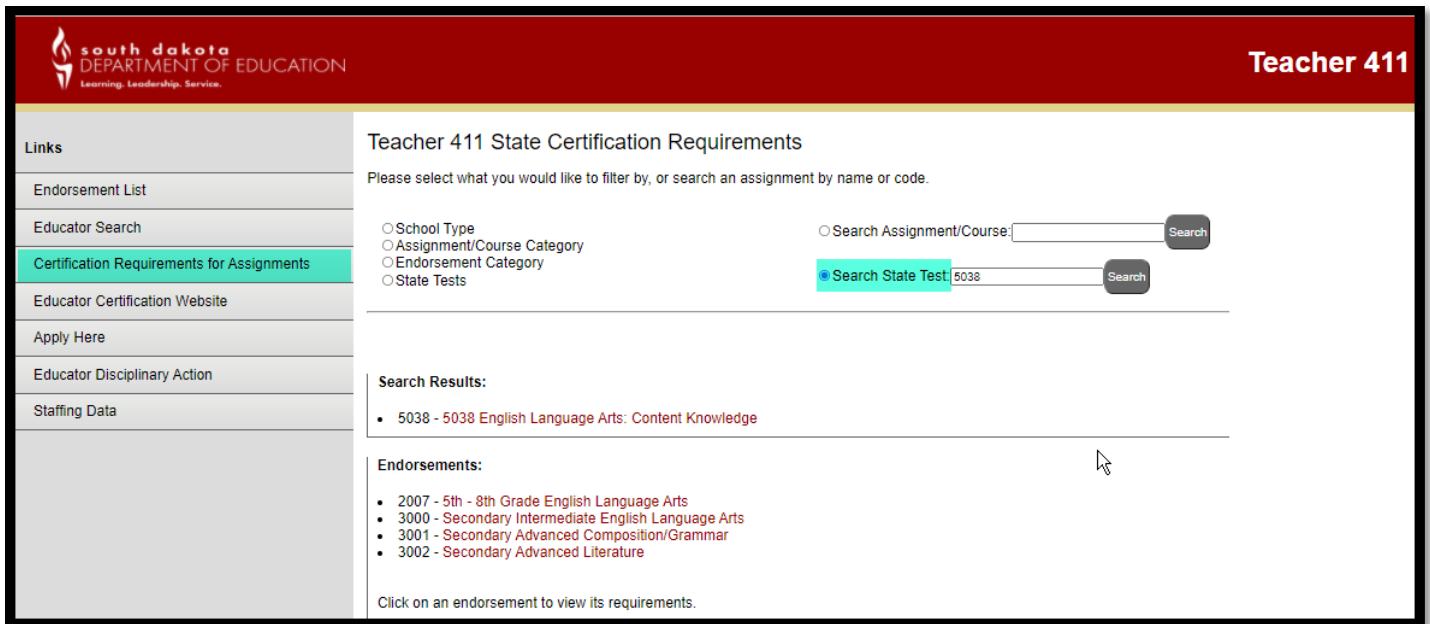
- If you know the Course/Assignment Code you can enter that and search here. For example, let's say you've been asked to teach Course 01001 English Language Arts I. When you enter that code into the search you will see the course title appear. (You may also search by course title.) See **Image 5**
  - When you click on the course title, in the search results, you will see a list of endorsements that would allow you to teach this course.
  - When you click on one of the endorsements it will display the requirements based on your preparation. See **Image 2**

**Image 5**

The screenshot shows the 'Teacher 411 State Certification Requirements' page. On the left is a navigation menu with 'Certification Requirements for Assignments' highlighted. The main content area has a search bar with '01001' entered and a 'Search' button. Below the search bar, the search results are shown: '01001 - English Language Arts I'. Underneath, a list of endorsements is provided: '3000 - Secondary Intermediate English Language Arts', '3001 - Secondary Advanced Composition/Grammar', and '3002 - Secondary Advanced Literature'. A note at the bottom says 'Click on an endorsement to view its requirements.'

- If you have taken a State Designated Test you can enter it here. After you click search it will show you what endorsements you would be eligible to add based on that specific test.
  - For example, let's say you took and passed the Praxis 5038 English Content Test. Again, when you enter the test number it will generate the name of the test. See **Image 6**
  - When you click on the test you will see a list of endorsements that you would be able to request based on the test.
  - When you click on one of the endorsements it will display the requirements based on your preparation. See **Image 2**

Image 6



- The School Type, Assignment/Course Category, Endorsement Category and State Test will allow you to filter your search.
  - If you select School Type you will be able to filter assignments based on what can be offered by each school type such as high school.
    - After selecting the school type and assignment the required endorsement(s) will be listed.
    - When you click on one of the endorsements it will display the requirements based on your preparation. See *Image 2*
  - If you select Assignment/Course Category you will be able to select assignments based on the category such as English Language Arts.
    - After selecting the course category and assignment the required endorsement(s) will be listed.
      - To view the course description, utilize the common course numbering system document here: <https://doe.sd.gov/contentstandards/commoncourse.aspx>.
    - When you click on one of the endorsements it will display the requirements based on your preparation. See *Image 2*
  - If you select Endorsement Category you will be able to see the endorsements listed under each category such as Secondary English Language Arts.
    - When you click on one of the endorsements it will display the requirements based on your preparation. See *Image 2*
  - If you select State Tests you will be able to select a test category such as Reading/Language Arts and then you will see all the SD tests offered under that category.
    - After selecting the test, the endorsements that can be added will be listed.
    - When you click on one of the endorsements it will display the requirements based on your preparation. See *Image 2*

If you have questions or concerns about the information on the SD Teacher 411, please email [certification@state.sd.us](mailto:certification@state.sd.us) and a certification officer will help you!