



**Certification Office**  
**800 Governors Drive**  
**Pierre, South Dakota 57501**  
**[certification@state.sd.us](mailto: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 the Department of Education, Certification Office, 800 Governors Drive, Pierre, SD 57501.



## UNIVERSITY SIGN-OFF

### APPLICANT

<b>Social Security Number</b>	<b>Date of Birth</b>			
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"><b>Last Name</b></td> <td style="width: 33%;"><b>First</b></td> <td style="width: 33%;"><b>Middle</b></td> </tr> </table>	<b>Last Name</b>	<b>First</b>	<b>Middle</b>	<b>Phone (Day)</b>
<b>Last Name</b>	<b>First</b>	<b>Middle</b>		
<b>Street Address</b>	<b>Phone (Evening)</b>			
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"><b>City</b></td> <td style="width: 33%;"><b>State</b></td> <td style="width: 33%;"><b>Zip</b></td> </tr> </table>	<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Email</b>
<b>City</b>	<b>State</b>	<b>Zip</b>		

### UNIVERSITY AUTHORIZED REPRESENTATIVES

I hereby certify that \_\_\_\_\_ (applicant) satisfactorily completed the following education program(s).

\_\_\_\_\_  
Date of program completion

\_\_\_\_\_  
Date of program completion

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

## 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](#)