



## Q & A for Partnership Districts Job-Embedded Candidates

### What is Job-Embedded?

An opportunity for a school district to hire a qualified individual as the teacher-of-record. A Job-Embedded practitioner's license is valid for 3 years while completing an Educator Prep Program.

### How does an individual qualify for a Job-Embedded License?

1. Hold a Bachelor's degree from a regionally accredited university
2. Must show "proof of content knowledge." This can be through a Bachelor's degree with a major in the subject of your endorsement or have passed the content knowledge Praxis or NES for the area.
3. Be hired as the teacher of record by a school system in which TTU has a current partnership

### What does TTU's Job-Embedded program entail?

Most Job-Embedded program concentrations require completion of a Master's or Ed.S. degree. These programs are approximately 36-42 hours of coursework. Some courses have an online option however, some courses would require coming to main campus (Cookeville, TN).

### What are the steps to enroll in TTU's Job-Embedded licensure pathway?

#### Steps to Enroll

Admission to TTU: <https://www.tntech.edu/graduatestudies/admissions.php>

1. Contact the Office of Teacher Education
2. Complete admission to the University
3. District submits an Intent to Hire letter stating the individual is hired as the teacher of record
4. Request an official copy of transcripts and Praxis or NES scores (if applicable) sent to our licensure analyst, Dr. Amanda Roberts.
5. Complete a license application for the Office of Teacher Education

#### Program Completion

1. Successful completion of all coursework, Praxis or NES testing requirements, and program requirements.
2. Successful completion of at least 100 days of teaching experience as the teacher of record. All teaching experience must be uploaded in TNCompass
3. Complete a second teaching license application.

### Questions?

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