

TEACHER CERTIFICATION INFORMATION

To obtain Alabama teacher certification in the State of Alabama, program graduates must submit a completed certification application with the required processing fee to the Certification office located at Education Bldg, Room 301 or mail the forms to:

AUM-College of Education
Attn: Certification Office
P.O.Box 244023
Montgomery AL 36124-4023

➤ **Applying for Certification**

All students must complete the online application for certification.

- Go to <https://www.alsde.edu/sec/ec/Pages/home.aspx>
- 'AL Educator Preparation' → 'Forms' → Select "Form NAL."
- Do not complete Supplement NA1.
- Complete form electronically. Handwritten forms are NOT accepted.
- Print the forms and SIGN at the bottom of the first page.
- Submit ALL pages of the completed form along with the application fee or proof of online payment (see Application Fees below). Copied forms and faxed forms are NOT accepted.

Program graduates who delay obtaining Alabama certification may be subject to changes made in teacher certification requirements between the time of graduation and the time of the certification request. Students seeking certification in other states should contact those state certification offices to obtain their application forms and requirements.

➤ **Application Fees**

Program graduates may either pay on-line or submit a \$30.00 money order or cashier's check made payable to the State Department of Education for each* certificate for which you are applying.

To pay online:

- Go to www.alsde.edu
- In the middle of page, hover over I Want To Know...
- Click on AL Teacher Certification Information
- On the right side, under Section Spotlight, click on Online Payment System
- Complete and print your receipt/confirmation, attach to your certification application and submit to the AUM Certification Office, Room 301 Education.

* If you are a Childhood Education major (Early Childhood AND Elementary) you will pay for two (2) teaching certificates.

* If you are an undergraduate Collaborative Teacher K-6 AND Elementary major you will pay for two (2) teaching certificates.

* ALL other majors pay for one (1) teaching certificate.