Temporary Certification of Non-Degree Vocational Instructors (Full-Time)

The St. Johns County School District and First Coast Technical College Board of Directors defines nondegree, full-time vocational instructional personnel as those staff members whose qualifications are established on the basis of occupational expertise in areas of agriculture, business, health occupations, culinary, cosmetology, industrial careers, and other specified areas; and who are assigned to teach only vocational and/or other courses when the Course Code Directory specifies nondegree vocational instructors as appropriate.

The Board authorizes the employment of District-certified personnel to teach full-time in vocational programs to comply with F.S. 1012.39 (1)(c).

To be eligible for appointment to a full-time instructional position in a nondegree vocational program in the District, the applicant must meet the following requirements:

**Age:** Meet the age requirement which has been established for other full-time instructional personnel.

**Health:** Meet the health requirements which have been established for other full-time instructional personnel.

**Fingerprinting:** Submit fingerprints in the same manner as required for noninstructional personnel by F.S. 1012.32.

**Local Certificate:** The candidate for employment in a nondegree full-time vocational instructional position must qualify for an initial full-time temporary certificate which covers the occupational field to be taught. The Florida State Course Code Directory shall be used to determine the appropriate certification for the teaching assignment.

To qualify for the District initial Temporary Full-Time Vocational Certificate, the candidate must:

**Complete the application for a District certificate and submit the required documents.**

Document Occupational Expertise: Hold at least a high school diploma or the equivalent based on general education development tests or other achievement tests approved by the State Board which establishes the equivalency for high school diploma, and establishes the minimum competency in the area of assignment based on the following criteria. Occupational expertise shall be established in the area of assignment by one (1) of the plans specified below:

**Plan One:** At least six (6) years of full-time occupational experience or the equivalent in part-time experience in the occupational field of the teaching assignment with at least six weeks of experience in the 5 (five) year period immediately preceding the date of application; or

**Plan Two:** A minimum of two (2) years of full-time occupational experience or the equivalent in part-time experience in the occupational field of the teaching assignment in combination with a bachelor's degree or higher degree. The degree must have been completed at an accredited institution as specified in Rule F.A.C. 6A-4.003, with an undergraduate degree major related to the instructional assignment;

**Corresponding industry certifications or licensure requirements as outlined in the frameworks.**

The above requirements may vary depending on the vocational subject area of certification.

**Note:** The date on the Statement of Status of Eligibility is not the date of the certificate. Once the certificate is issued, the date of the certificate supersedes the date on the Statement of Status of Eligibility.

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