

North Dakota Alternate Access Licensure

Applicant Requirements

The candidate must have at least a bachelor's degree, preferably in the content area the school needs them to teach.

- Example: School needs a science teacher, and the person has a biology degree.

If the candidate does not have a degree in the content area, their degree must include at least 30 credits in the content area or closely related area.

- Example: School needs a science teacher, and the person has a nursing degree. School needs a physical education teacher, and the person has a corporate fitness degree.
- **For SPED, the candidate must have a bachelor's degree plus 30 credits of coursework done toward their SPED program.**

Application Process

While an Alternate Access License cannot be issued until July 1st for the upcoming school year, the candidate should complete their application and [background check](#) prior to that date (Background checks take about 4 weeks).

- Applications can be completed online using [NDTeach](#).

The school must explain unsuccessful attempts to find a fully licensed teacher, in a signed and dated request letter, sent to the candidate as a PDF for them to upload into their application.

- Administrator name and school district
- Alternate Access License applicant's name and content area to be filled
- Length of time job posting was advertised, and format used
- Number of applications received and number interviewed
- Incentives that were used to try to attract applicants

License Information

Alternate Access Licenses are issued for one year at a time, for up to three years. The teacher with an Alternate Access License should either work with a college to complete the coursework for a regular education license or complete [American Board](#).

- Progress on coursework must be made each year for license renewal, and the school must also request the renewal yearly.
- If the teacher chooses to complete [American Board](#), it must be completed in the first year.

Exceptions

In some cases, an Alternate Access License can be issued when a candidate has finished their teacher education program/degree, but still needs to pass their Praxis tests. This is issued for one year and requires a K-12 school's written request for the Alternative Access License while the candidate works to complete all tests. To access the electronic version of this form, please visit <https://www.nd.gov/espb/licensure/one-pagers>