



**CONTENT AREA MINOR EQUIVALENCY ENDORSEMENT –
VOCATIONAL MARKETING/DISTRIBUTIVE EDUCATION**
SFN 58266 (05-17)

Educator's Professional License Number

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or

Social Security Number (do not use dashes)

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Name (Last, First, MI)		Maiden Name	
Address			
City		State	Zip Code (9-digit)
Home Telephone Number	Work Telephone Number	Date of Birth	Email Address
High School Attended		High School City Attended	State

Two levels of content area endorsements are available to be added to existing North Dakota educational licensure. The Minor Equivalency (ME) 16 level requires a minimum of 16 semester hours (SH) of content-specific coursework beyond the introductory level. The ME 24 level requires a minimum of 24 SH of content-specific coursework beyond the introductory level including special methods of teaching in the content area and is considered equivalent to a full teaching minor. All coursework must be verified through transcripts from an approved college of teacher education. **The ME 16 level is issued for a maximum period of five years and is not renewable. Individuals who wish to continue to be endorsed in the area after the five-year limit must obtain the remaining requirements to complete the ME 24 level.** Please note the ME 16 is not available in some content areas.

Vocational Marketing/Distributive Education

	Content Completed:	# SH	Content Needed:	# SH
ME 16 requirement: minimum of 16 SH				
Marketing				
Sales Promotion				
Management				
ME 24 requirement: minimum of 24 SH				
Marketing				
Retailing or Management				
Student Organizations (Professional Training Techniques)				
Methods of Teaching Marketing Education and/or Business Education				
Philosophy of Career and Technical Education (Vocational Education)				
Coordinating Techniques				
9 credits in any of these related areas:				
Accounting				
Advertising				
Business				
Business Technology				
Economics				
Finance				
Promotion				
Selling				
	Total SH		Total SH	

Please sign below and attach all transcripts along with the \$75.00 minor equivalency review fee.

Applicant:	Date
ESPB Approval:	Date

Please submit form and fee to: Education Standards and Practices Board
2718 Gateway Ave. Suite 204
Bismarck, ND 58503
(701) 328-9641 office
(701) 328-9647 fax



Payment/Credit Card Information

Type of Payment <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Check			Amount \$																															
Name as it appears on credit card																																		
<u>Credit Card Number</u>	<u>Expiration Date</u>	<u>3 digit CVV</u>																																
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Address: _____																																		
City _____ State _____ Zip Code _____																																		

This documentation will be destroyed upon completion of processing.