## EAST TENNESSEE STATE UNIVERSITY CLEMMER COLLEGE

## ADD-ON ENDORSEMENT PROGRAM OF STUDY GERMAN 6-12, Code 164

Student Name

ID#

Contact the Certification Coordinator, Clemmer College, Box 70685, Johnson City TN 37614 or Telephone (423) 439-7562 or Email: <u>teacherlicensure@etsu.edu</u> Office located in Room 305 Warf-Pickel Hall.

- Complete and submit the <u>Declaration of Intent to Pursue Additional Teaching Endorsements</u> at the beginning of add-on coursework.
- Course substitution requests require a completed <u>Course Substitution Form</u>, which must be routed through the certification officer.
- Teacher education students who are pursuing <u>initial</u> teaching license and wish to add credits toward an add-on endorsement may do so. Please be advised: An add-on program does not necessarily meet the requirements of a minor, and substitutions or approvals made for teaching add-ons do not take the place of catalog requirements or departmental advisement for degree purposes.
- Courses counted toward an add-on must have a minimum grade of "C" (2.0) or equivalent unless otherwise stated in this program sheet.
- Add-ons will not be verified unless all requirements for initial Tennessee teaching license are met.
- Specialty area content assessments are required for add-on endorsements. Consult with your advisor for assessment information. When registering for the tests, be sure to designate East Tennessee State University, Recipient Code 1198, and Tennessee Dept. of Education, Recipient Code 8190, to receive a copy of your score report. NOTE: Tennessee requires a Social Security number on the score report to process educator certification paperwork.
- When coursework and assessments are complete, please contact the Certification Officer to request the college submit the endorsement recommendation to your account in TNCompass.

Revised 2/6/2024