

**QUALIFICATIONS
TEACHERS**

To be eligible to teach in the public schools of Oklahoma, a person must hold a valid certificate issued by the State Board of Education. Applicants who do not hold a valid certificate should write to the Director of Certification, State Department of Education, State Capitol Building, Oklahoma City, Oklahoma 73105, for information relative to obtaining one. It is always the responsibility of the individual to obtain and keep his certificate up to date.

This certificate, along with transcripts, social security information, signed W-4 forms, etc. , must be on file in the office of the Superintendent before a salary warrant can be issued. Teachers who complete work after their transcripts have been filed should see that this information is filed in the office of the Superintendent, as this action has a bearing on reimbursement from the State.

**REFERENCE: 70 O.S. §6-101.20, et seq.
P. L. 107-110, No Child Left Behind Act of 2001
Individuals with Disabilities Education Improvement Act of 2004**

***THIS POLICY REQUIRED BY THE
NO CHILD LEFT BEHIND ACT.***