



Emergency Preliminary Certificate Issuance and Renewal Requirements

The Emergency Preliminary Certificate is valid for assignment as an educator in a specified certification area for one year in Rhode Island public schools. An Emergency Preliminary Certificate is only issued at the request of a school district if a certified and qualified applicant is not available. An Emergency Preliminary Certificate is valid for service only in the school district which submits the request.

School districts may apply for first issuance of an Emergency Preliminary Certificate between July 1 and March 31 of the school year. Year-round schools may apply for an Emergency Preliminary Certificate at any time.

First Issuance Process:

1. School district conducts a recruitment process using recognized media outlets to seek a certified and qualified applicant for a minimum 30 days prior to requesting an Emergency Preliminary Certificate
2. Requesting School district and applicant complete and submit the Emergency Preliminary Certificate application, including appropriate fees and documentation, to RIDE for review
3. RIDE reviews the completed application to determine if the School District’s recruitment effort and the applicant’s qualifications meets certificate area requirements
4. The Office of Educator Excellence and Certification Services may:
 - a. Issue an Emergency Preliminary Certificate, along with a status form to the applicant that specifies all applicable renewal requirements
 - b. Deny the request and issue a status form to the applicant that specifies what Emergency Preliminary Certificate issuance requirements were not met. The district that requested the Emergency Preliminary Certificate will also be informed of this decision in writing.

Issuance Requirements for an Emergency Preliminary Certificate

To be issued an Emergency Preliminary Certificate, an applicant must satisfy all of the following:

Certification Area	Issuance Requirements
Early Childhood, Elementary, Middle Grades, Secondary Grades, All Grades	<ul style="list-style-type: none"> • Hold a Bachelor’s degree from a regionally accredited institution • Provide evidence of sufficient subject matter to teach in the certification area
Support Professionals	<ul style="list-style-type: none"> • Hold a Bachelor’s degree from a regionally accredited institution • Provide evidence of sufficient subject matter to teach in the certification area • Provide evidence of three years teaching experience (Reading Specialist/Consultants only) • Provide evidence of a bachelor’s degree in communicative disorders and a minimum of 18 hours of graduate credits in the area of speech language pathology. Districts must assure direct supervision of a speech language pathologist (Speech Language Pathologist only)
Administrators	<ul style="list-style-type: none"> • Hold an advanced degree from a regionally accredited institution • Provide evidence of sufficient knowledge of field • Provide evidence of three years’ PK-12 educational experience

Renewal Process:

1. School districts may apply for the renewal of an Emergency Preliminary Certificate on or after June 1 prior to the start of the school year.
2. Requesting school district and applicant complete and submit the Emergency Preliminary Certificate application, including appropriate fees and documentation, to RIDE for review Certificate
3. RIDE reviews the completed application to determine if the applicant has completed specified renewal requirements



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4. The Office of Educator Excellence and Certification Services issues one of the following:
- An Emergency Preliminary Certificate, if all issuance requirements are met, and a status form to the applicant that specifies all additional renewal requirements
 - A status form to the applicant that specifies what renewal requirements were not met which prevented the renewal of the Emergency Preliminary Certificate

Note: School Districts do not need to conduct a recruitment effort to seek renewal for an Emergency Preliminary Certificate.

Renewal Requirements

To renew an Emergency Preliminary Certificate, an applicant must satisfy all of the following:

First Renewal:

- Demonstrate successful educational experience at the LEA while serving on an Emergency Preliminary Certificate
- Provide evidence of program enrollment in a RI Approved Program, or Credential Review Consortium Institution (CRCI), or evidence of a RIDE Credential Review Plan
- Provide evidence of a passing score on the appropriate content assessment(s)
 - In the certificate areas where there is NOT a content assessment requirement, the applicant must provide evidence of a minimum of three (3) credits of coursework as part of the approved program, CRCI or RIDE Credential Review Plan

Second Renewal:

- Demonstrate successful educational experience at the LEA while serving on an Emergency Preliminary Certificate
- Provide evidence of a minimum of six credits of coursework towards specified renewal requirements (three credits for applicants granted Emergency Preliminary Certificates after February 1)
- Provide evidence of meeting all other specified renewal requirements including certification assessments and experience requirements

Third Renewal:

- Demonstrate successful educational experience at the LEA while serving on an Emergency Preliminary Certificate
- Provide evidence of a minimum of six credits of coursework towards specified renewal requirements (three credits for applicants granted Emergency Preliminary Certificates after February 1)

Note: Renewal of two or more Preliminary Certificates (Emergency, Expert Residency) requires a minimum of nine credits of coursework towards specified renewal requirements.

If the educator has completed **ALL** the renewal requirements for the emergency certificate(s), **AND ALSO** meets the issuance requirements for the Expert Residency certificate in the same area(s), they may be eligible for the latter. For more information on Expert Residency certificates, including requirements and issuance protocols, please visit [Paths to Certification in RI](#).