

MICHIGAN DEPARTMENT OF EDUCATION
SUBSTITUTE REQUIREMENTS

PLEASE READ CAREFULLY

TO SUBSTITUTE FOR FERNDALE PUBLIC SCHOOLS YOU MUST QUALIFY
IN ONE OF THE FOLLOWING FOUR (4) AREAS:

- Hold a valid Michigan Teaching Certificate **OR**

- Qualify for the 150-Day Permit by having 90 semester hours of satisfactory credit (2.0 grade point average) completed at or transferred to a four-year college or university. Credits will NOT be accepted directly from a community college unless they have been transferred to a four-year college or university. All necessary credits ***MUST BE REPORTED BY A TRANSCRIPT FROM A SINGLE COLLEGE OR UNIVERSITY THAT IS REGIONALLY ACCREDITED OR ACCREDITED BY THE NATIONAL COUNCIL FOR ACCREDITATION OF TEACHER EDUCATION.** Does not cover long term assignments. **OR**

- Qualify for a Full-Year Permit by full time teaching only in the grade(s) and/or subject(s) specified on the permit. You must complete 120 semester hours of satisfactory credit at an approved teacher preparation institution. Of these credits, 15 are required to be in professional education, that is course work that is part of the professional education sequence of a K-12 teacher preparation program. **OR**

- Qualify for an Emergency Permit by completing a baccalaureate or higher degree at a regionally or nationally accredited college or university - - or current enrollment AND completion of at least 90 semester hours in a approved teacher preparation program.

CIRCLE ONE OF THE FOUR ABOVE
FOR WHICH YOU QUALIFY

Ferndale Public Schools will submit the permit request to the Michigan Department of Education upon receipt of your application. **The \$25.00 fee will be billed directly to you.**