

## **SUBSTITUTE TEACHER, PRE K-12**

- ✓ High School Diploma or Equivalency

**AND**

- ✓ 18 years of age if performing instructional services in grades K-8

**OR**

- ✓ 21 years of age if performing instructional services in grades 9-12

**AND**

- ✓ Verification from an employing school authority that the applicant has completed an approved teacher education program (earned from a regionally accredited college/university)

**OR**

- ✓ Possesses a current substitute or standard teaching license from another state

**OR**

- ✓ Verification from an employing school authority that the applicant has completed 2 or more of the following:
  - Within 12 months of their date of initial employment, has received on-the-job training as a volunteer for a minimum of 3 hours during 3 days
  - Has observed 3 hours or more of teaching in a school system and at the grade level in which the substitute will serve
  - Has completed a substitute workshop approved by the school district
  - Within the past 3 years of application for employment, performed at least 3 hours of instructional services as a substitute teacher in any accredited or recognized NM school
  - Has engaged in paid employment in the 3 years prior to applying for substitute licensure and employment verified by the employing authority
  - Has completed 60 hours of college credit (earned from a regionally accredited college/university)

- Has completed or is enrolled in college course or program structured to provide primary/secondary school teacher preparation (earned from a regionally accredited college/university)

**Download Application:** <http://www.ped.state.nm.us/Licensure/index.html>

**NMAC Rule:** <http://www.nmcpr.state.nm.us/nmac/parts/title06/06.063.0010.htm>