



Certification Staffing Assignment Vocational Intern and Instructional Certificates

Vocational Instructional Education is the science or art of teaching fundamental concepts and skills in the specific vocational education/career and technical education programs.

This document contains the following sections:

- Grade Level Scope of Certificate;
- Certification Assignment;
- Special Considerations;
- Certification Clarifications;
- Restrictions;
- References; and
- Summary of Changes.

Grade Level Scope of Certificate

An educator holding a valid Pennsylvania Vocational Intern or Vocational Instructional certificate is qualified to teach career and technical education courses in grades 7 through 12 in an approved vocational education program, providing the appropriate content certificate or occupational competency is held.

Certification Assignment

An educator holding a valid Pennsylvania Vocational Instructional certificate is qualified to teach skills within the area of their Occupational Competency Area (OCA) or certificate within an approved vocational education program. See [CIP Codes](#).

Special Considerations

- The certified educator may teach courses to students, including special education or gifted students, within the scope of the certificate.
- An educator certified in this area may:

- Provide professional development;
- Serve in the role of mentor/advisor; and
- Assist students in understanding how to read content area materials.

Certification Clarifications

- Related Occupational Competency Areas – Type Code (0)
 - When an Occupational Competency Area (OCA) has been approved by the Department as having related content to a specific Instructional certificate, that OCA may be added to the specific Instructional certificate and used in a vocational instructional program.
 - Service on the related OCA is counted toward Instructional II certification and against the validity of the Instructional I certificate(s) held by the educator.
- Certificate Requirements, effective July 1, 2018:
 - An applicant for a Vocational Intern certificate must present acceptable evidence of at least four years (8,000 hours) of wage-earning experience in the occupation to be taught.
 - An applicant for a Vocational Instructional I certificate must present a minimum of two years (4,000 hours) wage-earning experience in the occupation to be taught. (A minimum of four years wage-earning experience in the occupation to be taught is required if following the intern route).
 - An applicant for Vocational Instructional I is not required to present more than 18 credit hours in an approved program of vocational teacher education.
 - An applicant for Vocational Instructional II is not required to have completed more than 42 credit hours in an approved program in the appropriate field of vocational education.
 - Note: The total number of credit hours to be completed for the Level I and Level II approved program is not more than 60 credit hours.
 - See [Vocational Instructional Intern and Vocational Instructional Certificates](#) for additional requirements.

Restrictions

Inactive and voluntary inactive Pennsylvania certificate holders may work for a total of 90 days per school year.

- No permit is required to work in the certification content area.
- A Type 06 Vocational Day-to-Day Substitute Emergency Permit is required when the individual is working outside of their certification content area.
- These two options combined cannot exceed 90 days per school year.

References

Program Specific Guidelines for Certification

22 PA Code: Chapter 4: §4.22
 §4.23
 §4.31
 §339.41

Chapter 49: §49.11
 §49.81
 §49.131-132
 §49.141-143
 §49.151-152

PA Public School Code: §1202
 §1204.2
 §1205.2
 §1212
 §1604

This revision supersedes all earlier CSPGs carrying this number and/or addressing this subject.
 Previous printing dates on this subject: 3/75, 1/87, 7/04.

Summary of Changes

Date of Revisions	Major Changes to CSPG #66
12/2018	A note was added under Certification Clarification to clarify the total credit hour requirements for the completed Vocational I and II approved programs.
9/2018	Certification Clarification section was updated: <ul style="list-style-type: none"> • Added information on related Occupational Competency areas. • Added updates effective 7/1/2018: <ul style="list-style-type: none"> ○ Four years of work experience required for issuance of Vocational Intern certificate. ○ Two years of work experience required for issuance of Vocational Instructional I certificate if not following the Intern route. ○ 18 credits required for Vocational I in the approved program. ○ 42 credits required for Vocational II in the approved program. ○ Added information on Inactive and Voluntary Inactive certificates.
7/2004	CSPG 66 – Vocational Intern and Vocational Instructional:

Date of Revisions	Major Changes to CSPG #66
	<ul style="list-style-type: none"> • Defined Grade Scope and Assignments. • Certificate Clarifications: <ul style="list-style-type: none"> ○ Standard certificate plus endorsement in an occupational area. ○ Vocational Instructional certificate plus OCA. ○ Vocational Intern certificate plus OCA.
1/1987	<p>CSPG 58 – Vocational Instructional and Vocational Intern 7-12:</p> <ul style="list-style-type: none"> • Standard certificate plus endorsement in occupational area. • Vocational Instructional or Vocational Intern certificate plus OCA. • Emergency permit plus endorsement in occupational area. • Related certificate areas plus OCA. <p>CSPG 111 – Staffing Vocational Ed Programs for Special Education:</p> <ul style="list-style-type: none"> • PDE approved curriculum for Industrial Production and Maintenance may be offered to a class of special education students and taught by a person holding a certificate plus this OCA. • Vocational certificates endorsed for Occupations-Retarded Youth enabled the holder to teach an exploratory experience with hand tools to special education students.
3/1975	<p>CSPG 37 – Assignment Scope of Industrial Arts Certificates:</p> <ul style="list-style-type: none"> • Revised Industrial Arts certificate and Unit Shops. <p>CSPG 94 – Staffing Industrial Education Programs:</p> <ul style="list-style-type: none"> • Trade and industrial courses: <ul style="list-style-type: none"> ○ Require proper vocational instructional certificate for the area taught. ○ Industrial Art certificate with appropriate endorsement is allowed for introductory courses. ○ Vocational certificates that correspond to a particular unit shop may teach that unit shop. ○ Certificates in Business Education, Distributive Education, Agriculture, and Home Economics may teach in either a general academic or vocational program.