



**Policy: 03-60-00**

# **Teacher Certification/Licensure or Professional Certification**

OFFICE OF RECORD: Office of the Vice President for Academic Affairs

ISSUED BY: Registrar

APPROVED BY: 03-60-00

EFFECTIVE DATE: 3/7/88 ( Revised 8/5/99 )

## **Policy**

The Office of the Registrar will provide necessary documentation and transcript support to enable students to seek certification/licensure as appropriate to their completed programs.

## **Procedure**

### **Teacher Education**

Graduates of an approved program in Teacher Education may apply for certification. Application forms for certification in South Dakota are available in the Certification Office in the College of Education. Certification in other states must be pursued through the appropriate agency in the state in which the certification is desired.

### **Health Information Management**

Graduates of the program are eligible to apply to write the certification examination(s) administered by the American Health Information Management Association. Details and application materials are available through the Program Director.

### **Respiratory Care**

Graduates of the program are eligible to take the entry-level (Certified Respiratory Therapist) examination and advanced practitioner (Registered Respiratory Therapist) examinations of the National Board for Respiratory Care. Details and application materials are available through the Program Director or the NBRC web site at <http://www.nbrc.org>.