Chapter 74
Guide for Preliminary Vocational Technical Teacher Licensure

Massachusetts Department of Elementary and Secondary Education
Office of Educator Licensure
Atten: Vocational Technical Educator Licensure
75 Pleasant Street, Malden, MA 02148
781-338-6600
www.mass.gov/ese/licensure

Updated 05/17
Introduction

This Guide was prepared to provide potential vocational technical education teachers with information on the requirements for obtaining the Preliminary Vocational Technical Teacher license. The Guide is designed so that individuals will have a “snapshot” of the license requirements by field in an easy to read format.

The Vocational Technical Education Regulations 603 CMR 4.00 and the Guidelines for Vocational Technical Education Programs and Educator Licensure are the basis for this Guide. These documents should be reviewed because they contain important information that is not included in this Guide including, but not limited to, Professional Standards for teachers, administrators and cooperative education coordinators, as well as general provisions for licensure and employment that includes revocation, suspension, limitation and denial of licenses. The official copies of the Vocational Technical Education Regulations and Guidelines for Vocational Technical Education Programs and Educator Licensure are implemented by the Department of Elementary and Secondary Education. The Department does not represent this Guide as a replacement for the official Vocational Technical Education Regulations and Guidelines for Vocational Technical Education Programs and Educator Licensure.

References

Chapter 74 Selected Sections & 603 CMR 4.00 Vocational Technical Education Regulations and Guidelines available online at http://www.doe.mass.edu/cte/laws.html.* This document contains copies of the law, regulations and guidelines on which vocational technical educator licensure and Chapter 74 vocational technical education program approval are based.

Chapter 74 Guide for Professional Vocational Technical Teacher Licensure*

Chapter 74 Guide for Initial and Professional Vocational Technical Administrator Licensure*

Chapter 74 Guide for Professional Vocational Technical Educator License Renewal*

The online Educator Licensure & Recruitment system (ELAR), www.mass.gov/ese/licensure, contains full information on vocational technical educator licensure.

Additional references are listed with the requirements for each license field in this Guide.

Required College Degree Credit Courses by Regulation Route

The Vocational Technical Education Regulations requires a total of 39 college degree credits comprised of 21 credits (seven three (3)-credit professional education courses) and 18 credits in English, mathematics and science.

* These documents are available on the ESE-CVTE website at www.doe.mass.edu/cte/. They are also available in print form by contacting the Office of Educator Licensure at the telephone number(s), address or email address listed on the cover.
Overview of the Requirements for the Preliminary License

**Required Education**
The specific education credential required for each license, is given with the requirements for each individual license field in this Guide.

**Required Employment Experience**
Full-time, recent employment experience directly related to the license field sought is required. The number of years is given with the requirements for each individual license field in this Guide.

**Recent employment experience** is defined as employment experience within the last seven years. All Preliminary Vocational Technical Teacher license fields require recent employment experience.

*APPENDIX A* includes the application instructions that include a requirement for the applicant to submit a resume showing the required employment experience by year. Applicants should include on the resume all employment experience related to the licensure requirements. In addition, documentation of the required number of years of employment experience on original letterhead of employing firm/organization/institution, signed by the owner/president, human resources officer, or other official must be submitted. If self-employed, documentation of employment experience must include a signed, notarized affidavit attesting to the self-employment (with years and hours delineated) and at least five forms of additional documentation that may include copies of income tax returns, bank statements, credit card statements, business letterhead, business contracts, customer correspondence, advertising, references, supply invoices for the applicable years, that document self-employment. Applicants may include on the resume and in the documentation, employment experience gained through cooperative work experience while in high school or college, as such employment experience may count toward the licensure requirements.

It is the responsibility of the applicant to organize the documentation of employment experience in such a manner that reviewers in the Office of Educator Licensure will be able to make determinations of the number of years of recent, full-time employment experience submitted.

Some individuals may have employment experience that is rather easy to document, as would be the case with a person who worked a traditional 40-hour week over a consecutive number of years. However, there will be individuals that have worked part-time or a combination of part-time and full-time for one or more employers, or as self-employed. Given below are conversions that will be helpful in determining whether the required number of years of employment experience has been met.

- Five years full-time employment experience is equivalent to 8400 hours
- Four years full-time employment experience is equivalent to 6720 hours
- Three years full-time employment experience is equivalent to 5040 hours
- Two years full-time employment experience is equivalent to 3360 hours
**Required Occupational Licenses/Certifications**
For certain license fields, Massachusetts and/or federal government or industry issued licenses or certifications are required. They are given with the requirements for each individual license field in this Guide. Note that the licenses/certifications must be current.

**Required Tests**
Candidates for licensure must pass written and performance subject area tests, if the tests are available. The specific written and performance subject area tests and their availability are given with the requirements for each individual license field in this Guide. In addition, all candidates are required to pass one communication & literacy test as listed with each individual license field in this Guide.
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<th>Details</th>
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<tbody>
<tr>
<td>High school diploma or the equivalent</td>
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<tr>
<td>Five years of recent (within the last seven years), full-time employment</td>
<td>directly related to agricultural mechanics</td>
</tr>
<tr>
<td>Passing score of at least 70% on each test (written test and performance</td>
<td>test) in agricultural mechanics</td>
</tr>
<tr>
<td>One of the following:</td>
<td></td>
</tr>
<tr>
<td>- achieve a passing score on the Vocational Technical Literacy Skills</td>
<td></td>
</tr>
<tr>
<td>- achieve a passing score on the Communication and Literacy Skills Test</td>
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The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [http://www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in agricultural mechanics*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in agricultural mechanics*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Animal Science – Preliminary Vocational Technical Teacher License

- Bachelor’s degree or higher degree related to the subject matter and skills to be taught
- Three years of recent (within the last seven years), full-time employment experience directly related to animal science
- Passing score of at least 70% on each test (written test and performance test) in animal science.

One of the following:

-achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
-achieve a passing score on the Communication and Literacy Skills Test

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

The required bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in animal science*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the required bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in animal science*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
### Automotive Collision Repair & Refinishing – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to automotive collision repair & refinishing
- Possession of current Automotive Services Excellence (ASE) certification in at least two areas of automotive collision repair & refinishing (one of the areas must be painting/refinishing)
- Passing score of at least 70% on each test (written test and performance test) in automotive collision repair & refinishing

One of the following:

- [ ] - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- [ ] - achieve a passing score on the Communication and Literacy Skills Test

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel: 703/713-0100 [http://www.natef.org](http://www.natef.org).

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive collision repair and refinishing*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive collision repair and refinishing*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Automotive Technology – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to automotive technology
- Possession of current Automotive Services Excellence (ASE) certification in at least three areas of automotive technology
- Passing score of at least 70% on each test (written test and performance test) in automotive technology

One of the following:

- Achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- Achieve a passing score on the Communication and Literacy Skills Test

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel: 703/713-0100 [http://www.natef.org](http://www.natef.org).

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive technology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Baking – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to baking
- Possession of current Food Sanitation Certification
- Passing score of at least 70% on each test (written test and performance test) in baking

One of the following:

- Achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- Achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

Food Sanitation certification is issued by the following:

- Experior Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, 800-200-6241
- National Registry of Food Safety Professionals, 1200 E. Hillcrest St., Suite 303, Orlando, FL 32803, 800-446-0257
- ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, 800-765-2122

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
### Biotechnology – Preliminary Vocational Technical Teacher License

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<tr>
<td>☐ Bachelor’s degree or higher degree related to the subject matter and skills to be taught</td>
</tr>
<tr>
<td>☐ Three years of recent (within the last seven years), full-time employment experience directly related to biotechnology</td>
</tr>
<tr>
<td>☐ Passing score of at least 70% on each test (written test and performance test) in biotechnology</td>
</tr>
</tbody>
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One of the following:

<table>
<thead>
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<th>Requirement</th>
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<tbody>
<tr>
<td>☐ - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)</td>
</tr>
<tr>
<td>☐ - achieve a passing score on the Communication and Literacy Skills Test</td>
</tr>
</tbody>
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The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The required bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in biotechnology*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the required bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree included subject matter related to one or more of the strands of the Vocational Technical Education Framework in biotechnology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
**Building and Property Maintenance (Formerly Facilities Management) – Preliminary Vocational Technical Teacher License**

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to building and property maintenance
- Passing score of at least 70% on each test (written test and performance test) in building and property maintenance

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education building and property maintenance* and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in building and property maintenance*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/)
The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in business technology*. A person with an associate degree or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in business technology *, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in business technology *, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
### Cabinetmaking – Preliminary Vocational Technical Teacher License

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<thead>
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<th>Requirement</th>
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<tbody>
<tr>
<td>High school diploma or the equivalent</td>
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<tr>
<td>Five years of recent (within the last seven years), full-time employment</td>
<td>experience directly related to cabinetmaking</td>
</tr>
<tr>
<td>Passing score of at least 70% on each test (written test and performance</td>
<td>test) in cabinetmaking</td>
</tr>
<tr>
<td>One of the following:</td>
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</tr>
<tr>
<td>- achieve a passing score on the Vocational Technical Literacy Skills Test</td>
<td>(VTLST)</td>
</tr>
<tr>
<td>- achieve a passing score on the Communication and Literacy Skills Test</td>
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The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cabinetmaking*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cabinetmaking*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
**Carpentry – Preliminary Vocational Technical Teacher License**

- High school diploma or the equivalent
- Possession of a Massachusetts Construction Supervisor license
- Five years of recent (within the last seven years), full-time employment experience directly related to carpentry
- Passing score of at least 70% on each test (written test and performance test) in carpentry

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

MA Construction Supervisor licenses are issued by the MA Department of Public Safety, 1 Ashburton Place, Room 1301, Boston, MA 02108-1618, Tel. 617/727-3200 or 1-800-223-0933

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in carpentry*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in carpentry*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Construction Craft Laborer – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to the construction craft laborer occupation
- Passing score of at least 70% on each test (written test and performance test) in construction craft laborer.

One of the following:

- **☐** - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- **☐** - achieve a passing score on the Communication and Literacy Skills Test

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Construction Craft Laborer Vocational Technical Education Framework*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Construction Craft Laborer Vocational Technical Education Framework*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Cosmetology – Preliminary Vocational Technical Teacher License

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<th>Requirement</th>
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<tbody>
<tr>
<td>High school diploma or the equivalent</td>
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<tr>
<td>Five years of recent (within the last seven years), full-time employment</td>
<td>experience directly related to cosmetology</td>
</tr>
<tr>
<td>Possession of current Massachusetts Cosmetologist license</td>
<td></td>
</tr>
<tr>
<td>Possession of current Massachusetts Cosmetologist Instructor license</td>
<td></td>
</tr>
<tr>
<td>Passing score of at least 70% on each test (written test and performance</td>
<td>test) in cosmetology</td>
</tr>
<tr>
<td>One of the following:</td>
<td></td>
</tr>
<tr>
<td>- achieve a passing score on the Vocational Technical Literacy Skills Test</td>
<td>(VTLST)</td>
</tr>
<tr>
<td>- achieve a passing score on the Communication and Literacy Skills Test</td>
<td></td>
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</tbody>
</table>

The MA Board of Registration of Cosmetologists at the Division of Professional Licensure, 1000 Washington Street, Suite 710, Boston, MA 02118, Tel (617) 727-3074, issues MA Cosmetologist license and Instructor’s licenses [www.mass.gov/dpl](http://www.mass.gov/dpl).

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the **written and performance tests**. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cosmetology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cosmetology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Criminal Justice – Preliminary Vocational Technical Teacher License

- Associate degree or higher degree related to the subject matter and skills to be taught
- Four years of recent (within the last seven years), full-time employment experience directly related to criminal justice
- Passing score of at least 70% on each test (written test and performance test) in criminal justice

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in criminal justice*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in criminal justice*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in criminal justice*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
Culinary Arts – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to culinary arts
- Possession of current certification in food sanitation
- Passing score of at least 70% on each test (written test and performance test) in culinary arts

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

Food Sanitation certification is issued by the following:

- Experior Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, Tel. 800-200-6241
- National Registry of Food Safety Professionals, 1200 E. Hillcrest St., Suite 303, Orlando, FL 32803, Tel. 800-446-0257
- ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, Tel. 800-765-2122

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>Associate degree or higher degree related to the subject matter and skills to be taught</td>
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<tr>
<td>Four years of recent (within the last seven years), full-time employment experience directly related to dental assisting</td>
<td></td>
</tr>
<tr>
<td>Possession of current dental assisting certification</td>
<td></td>
</tr>
<tr>
<td>Passing score of at least 70% on each test (written test and performance test) in dental assisting</td>
<td></td>
</tr>
<tr>
<td>One of the following:</td>
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<tr>
<td>Completion of a school district sponsored one-year induction program</td>
<td></td>
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<tr>
<td>Possession of current dental assisting certification</td>
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</tbody>
</table>


The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in dental assisting*. A person with a bachelor’s or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in dental assisting*, and/or in education. A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in dental assisting*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
<table>
<thead>
<tr>
<th>Design &amp; Visual Communications – Preliminary Vocational Technical Teacher License</th>
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</thead>
<tbody>
<tr>
<td>☐ Associate degree or higher degree related to the subject matter and skills to be taught</td>
</tr>
<tr>
<td>☐ Four years of recent (within the last seven years), full-time employment experience directly related to design &amp; visual communications</td>
</tr>
<tr>
<td>☐ Passing score of at least 70% on each test (written test and performance test) in design &amp; visual communications</td>
</tr>
</tbody>
</table>

One of the following:

| ☐ - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| ☐ - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in design & visual communications*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in design and visual communications*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in design and visual communications*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Diesel Technology – Preliminary Vocational Technical Teacher License

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<table>
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<tbody>
<tr>
<td></td>
<td>High school diploma or the equivalent</td>
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<tr>
<td></td>
<td>Five years of recent (within the last seven years), full-time employment experience directly related to diesel technology</td>
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<tr>
<td></td>
<td>Possession of current ASE certification in at least one area of diesel technology</td>
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<td></td>
<td>Passing score of at least 70% on each test (written test and performance test) in diesel technology</td>
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<td></td>
<td>One of the following:</td>
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<tr>
<td></td>
<td>- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)</td>
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<tr>
<td></td>
<td>- achieve a passing score on the Communication and Literacy Skills Test</td>
</tr>
</tbody>
</table>

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel: 703/713-0100 [http://www.natef.org](http://www.natef.org).

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in diesel technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in diesel technology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
**Drafting – Preliminary Vocational Technical Teacher License**

- Associate degree or higher degree related to the subject matter and skills to be taught
- Four years of recent (within the last seven years), full-time employment experience directly related to drafting
- Passing score of at least 70% on each test (written test and performance test) in drafting

One of the following:

- - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- - achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in drafting*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in drafting*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in drafting*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Early Education and Care – Preliminary Vocational Technical Teacher License

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s degree or higher degree related to the subject matter and skills to be taught</td>
<td></td>
</tr>
<tr>
<td>Three years of recent (within the last seven years), full-time employment experience directly related to early education and care</td>
<td></td>
</tr>
<tr>
<td>Possession of a current MA Office of Child Care Services lead teacher license</td>
<td></td>
</tr>
<tr>
<td>Passing score of at least 70% on each test (written test and performance test) in early education and care</td>
<td></td>
</tr>
</tbody>
</table>

One of the following:

- **Achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)**
- **Achieve a passing score on the Communication and Literacy Skills Test**

**MA EES Lead Teacher licenses are issued by the MA Office of Early Education and Care, 51 Sleeper Street, 4th Floor, Boston, MA 02111, Tel. 617/988-6600 [www.mass.gov/eec/licensing](http://www.mass.gov/eec/licensing)**

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in early education and care*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in early education and care*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Electricity – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to electricity
- Possession of current Massachusetts Journeyman Electrician license
- Possession of current Massachusetts Master Electrician license
- Passing score of at least 70% on each test (written test and performance test) in electricity

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The MA Board of State Examiners of Electricians at the Division of Professional Licensure, 1000 Washington Street, Suite 710, Boston, Massachusetts 02118-6100, Tel. (617) 727-3074, issues MA Master and Journeyman Electrician licenses [www.mass.gov/dpl](http://www.mass.gov/dpl).

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in electricity*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in electricity*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Electronics – Preliminary Vocational Technical Teacher License

- Associate degree or higher degree related to the subject matter and skills to be taught
- Four years of recent (within the last seven years), full-time employment experience directly related to electronics
- Passing score of at least 70% on each test (written test and performance test) in electronics

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in electronics*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in electronics*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in electronics*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
<table>
<thead>
<tr>
<th>Requirement</th>
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<tbody>
<tr>
<td>Bachelor’s degree or higher degree related to the subject matter and skills to be taught</td>
</tr>
<tr>
<td>Three years of recent (within the last seven years), full-time employment experience directly related to engineering technology</td>
</tr>
<tr>
<td>Passing score of at least 70% on each test (written test and performance test) in engineering technology</td>
</tr>
<tr>
<td>One of the following:</td>
</tr>
<tr>
<td>- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)</td>
</tr>
<tr>
<td>- achieve a passing score on the Communication and Literacy Skills Test</td>
</tr>
</tbody>
</table>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The required bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in engineering technology*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the required bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in engineering technology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Environmental Science & Technology – Preliminary Vocational Technical Teacher License

<table>
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<tr>
<th>Requirement</th>
<th>Details</th>
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<tbody>
<tr>
<td>☐</td>
<td>Bachelor’s degree or higher degree related to the subject matter and skills to be taught</td>
</tr>
<tr>
<td>☐</td>
<td>Three years of recent (within the last seven years), full-time employment experience directly related to environmental science &amp; technology</td>
</tr>
<tr>
<td>☐</td>
<td>Passing score of at least 70% on each test (written test and performance test) in environmental science &amp; technology</td>
</tr>
</tbody>
</table>

One of the following:

- ☐ - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- ☐ - achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The required bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in environmental technology*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the required bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in environmental science & technology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Fashion Technology – Preliminary Vocational Technical Teacher License

<table>
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<th>Requirement</th>
<th>Details</th>
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<tbody>
<tr>
<td>High school diploma or the equivalent</td>
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<tr>
<td>Five years of recent (within the last seven years), full-time employment</td>
<td>experience directly related to fashion technology</td>
</tr>
<tr>
<td>Passing score of at least 70% on each test (written test and performance</td>
<td>test) in fashion technology</td>
</tr>
<tr>
<td>One of the following:</td>
<td></td>
</tr>
<tr>
<td>- achieve a passing score on the Vocational Technical Literacy Skills Test</td>
<td>(VTLST)</td>
</tr>
<tr>
<td>- achieve a passing score on the Communication and Literacy Skills Test</td>
<td></td>
</tr>
</tbody>
</table>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in fashion technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in fashion technology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Graphic Communications – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to graphic communications
- Passing score of at least 70% on each test (written test and performance test) in graphic communications

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in graphic communications*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in graphic communications*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
**Health Assisting – Preliminary Vocational Technical Teacher License**

- Bachelor’s degree or higher degree related to the subject matter and skills to be taught
- Three years of recent (within the last seven years), full-time employment experience directly related to health assisting
- Possession of current Massachusetts license as a registered nurse (RN)
- Passing score of at least 70% on each test (written test and performance test) in health assisting

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test


The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in health assisting*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in health assisting*, and/or in education.

* Note that a Vocational Technical Education Curriculum Framework in health assisting has not been developed.
### Heating-Ventilation-Air Conditioning-Refrigeration – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to heating-ventilation-air conditioning-refrigeration
- Possession of a current Massachusetts Refrigeration Technician license
- Possession of a current Section 608 EPA certification at the universal level
- Passing score of at least 70% on each test (written test and performance test) in heating-ventilation-air conditioning-refrigeration

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

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MA Refrigeration Technician licenses are issued by the MA Department of Public Safety, 1 Ashburton Place, Room 1301 Boston, MA 02108-1618, Tel. (617) 727-3200 or 1-800-223-0933 [http://www.mass.gov/eopss/agencies/dps/](http://www.mass.gov/eopss/agencies/dps/)

Section 608 EPA Certification at the Universal Level is issued by Ferris State University HVACR Institute 1020 Maple St. Big Rapids, MI 49307-1670, Tel. (866) 880-7674 [https://hvacinstitute.ferris.edu/index_secure.php](https://hvacinstitute.ferris.edu/index_secure.php)

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the [written and performance tests](http://www.gltech.org) Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in heating-ventilation-air conditioning-refrigeration*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in heating-ventilation-air conditioning-refrigeration*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Horticulture – Preliminary Vocational Technical Teacher License

- **Bachelor’s degree or higher degree related to the subject matter and skills to be taught**
- **Three years of recent (within the last seven years), full-time employment experience directly related to horticulture**
- **Possession of a current Massachusetts Pesticide Applicator license**
- **Passing score of at least 70% on each test (written test and performance test) in horticulture**

One of the following:

- **achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)**
- **achieve a passing score on the Communication and Literacy Skills Test**

MA Pesticide Applicator licenses are issued by the MA Dept. of Food & Agriculture, 251 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 626-1700 [http://www.mass.gov/agr/massgrown/](http://www.mass.gov/agr/massgrown/)

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in horticulture*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in horticulture*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

Food Sanitation certification is issued by the following:
- Experior Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, Tel. 800-200-6241
- National Registry of Food Safety Professionals, 1200 E. Hillcrest St., Suite 303, Orlando, FL 32803, Tel. 800-446-0257
- ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, Tel. 800-765-2122

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in hospitality management*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in hospitality management*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in hospitality management*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Information Support Services & Networking – Preliminary Vocational Technical Teacher License

- Associate degree or higher degree related to the subject matter and skills to be taught
- Possession of four years of recent, full-time employment experience related to information support services & networking
- Passing score of at least 70% on each test (written test and performance test) in information support services & networking

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in information support services & networking*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in information support services & networking*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in information support services & networking*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Machine Tool Technology – Preliminary Vocational Technical Teacher License

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>- High school diploma or the equivalent</td>
<td></td>
</tr>
<tr>
<td>- Five years of recent (within the last seven years), full-time employment experience directly related to machine tool technology</td>
<td></td>
</tr>
<tr>
<td>- Passing score of at least 70% on each test (written test and performance test) in machine tool technology</td>
<td></td>
</tr>
</tbody>
</table>

**One of the following:**

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)</td>
<td></td>
</tr>
<tr>
<td>- Achieve a passing score on the Communication and Literacy Skills Test</td>
<td></td>
</tr>
</tbody>
</table>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in machine tool technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in machine tool technology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Major Appliance Installation/Repairing – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to major appliance installation/repairing
- Possession of current Section 608 EPA certification at the universal level
- Passing score of at least 70% on each test (written test and performance test) in major appliance installation/repairing

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

Section 608 EPA Certification at the Universal Level is issued by Ferris State University HVACR Institute 1020 Maple St. Big Rapids, MI 49307-1670, Tel. (866) 880-7674
https://hvacinstitute.ferris.edu/index_secure.php

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in major appliance installation/repairing*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in major appliance installation/repairing*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
**Marine Service Technology – Preliminary Vocational Technical Teacher License**

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to marine service technology
- Passing score of at least 70% on each test (written test and performance test) in marine service technology

One of the following:

- - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- - achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in marine service technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in marine service technology, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Marketing – Preliminary Vocational Technical Teacher License

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s degree or higher degree</td>
<td>related to the subject matter and skills to be taught</td>
</tr>
<tr>
<td>Three years of recent</td>
<td>full-time employment experience</td>
</tr>
<tr>
<td>Three years of recent</td>
<td>within the last seven years</td>
</tr>
<tr>
<td>Passing score of at least</td>
<td>70% on each test</td>
</tr>
<tr>
<td>One of the following:</td>
<td></td>
</tr>
<tr>
<td>-</td>
<td>achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)</td>
</tr>
<tr>
<td>-</td>
<td>achieve a passing score on the Communication and Literacy Skills Test</td>
</tr>
</tbody>
</table>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in marketing*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the related to the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in marketing*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).

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*Note: The required bachelor’s degree or higher degree may also include credits related to other technical strands of the Vocational Technical Education Framework in marketing.*
## Masonry & Tile Setting – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to masonry & tile setting
- Passing score of at least 70% on each test (written test and performance test) in masonry & tile setting

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

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The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in masonry & tile setting*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in masonry & tile setting*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Medical Assisting – Preliminary Vocational Technical Teacher License

- Associate degree or higher degree related to the subject matter and skills to be taught
- Four years of recent (within the last seven years), full-time employment experience directly related to medical assisting
- Possession of current national certification as a medical assistant or medical assistant/secretary
- Passing score of at least 70% on each test (written test and performance test) in medical assisting

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

National Medical Assisting Certification is issued by:

American Medical Technologists
710 Higgins Road, Park Ridge, IL 60068-5765
Tel: 847/823-5169
Website: http://www.amt1.com/

National Health Career Association
134 Evergreen Place, E. Orange, NJ 07018
Tel: 1/800-499-9092
Website: http://www.nhanow.com

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in medical assisting*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in medical assisting*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in medical assisting*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
### Medical Laboratory Technology – Preliminary Vocational Technical Teacher License

| ☐ | Associate degree or higher degree related to the subject matter and skills to be taught |
| ☐ | Four years of recent (within the last seven years), full-time employment experience directly related to medical laboratory technology |
| ☐ | Passing score of at least 70% on each test (written test and performance test) in the subject matter and skills to be taught. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application |

One of the following:

| ☐ | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| ☐ | - achieve a passing score on the Communication and Literacy Skills Test |

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to medical laboratory technology. A person with an associate degree or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to medical laboratory technology, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience. Note that a Vocational Technical Education Curriculum Framework in medical laboratory technology has not been developed.
Metal Fabrication & Joining Technologies – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent

- Five years of recent (within the last seven years), full-time employment experience directly related to metal fabrication & joining technologies

- Passing score of at least 70% on each test (written test and performance test) in metal fabrication & joining technologies

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)

- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication & joining technologies*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication & joining technologies*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
## Operating Room Technology – Preliminary Vocational Technical Teacher License

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<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bachelor’s degree or higher degree related to the subject matter and skills to be taught</td>
</tr>
<tr>
<td></td>
<td>Three years of recent (within the last seven years), full-time employment experience directly related to operating room technology</td>
</tr>
<tr>
<td></td>
<td>Passing score of at least 70% on each test (written test and performance test) in the subject matter and skills to be taught. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application</td>
</tr>
</tbody>
</table>

**One of the following:**

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to operating room technology. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

Note that a master’s degree may substitute for one of the three years of required employment experience.

Note that a Vocational Technical Education Curriculum Framework in operating room technology has not been developed.
Painting & Design Technologies – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to painting & design technologies
- Passing score of at least 70% on each test (written test and performance test) in painting & design technologies

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in painting & design technologies*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in painting & design technologies*, and/or in education.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
### Plumbing – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to plumbing
- Possession of current MA Journeyman Plumber license
- Possession of a current MA Master Plumber license
- Passing score of at least 70% on each test (written test and performance test) in plumbing

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The MA Board of State Examiners of Plumbers & Gas Fitters at the Division of Professional Licensure, 1000 Washington Street, Suite 710, Boston, MA 02118-6100, Tel. (617) 727-3074, issues MA Master and Journeyman Plumber licenses [www.mass.gov/dpl](http://www.mass.gov/dpl).

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in plumbing*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in plumbing*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Power Equipment Technology – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to power equipment technology
- Passing score of at least 70% on each test (written test and performance test) in power equipment technology

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in power equipment technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in power equipment technology*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Practical Nursing (LPN) – Preliminary Vocational Technical Teacher License

- Bachelor’s degree or higher degree in nursing
- Three years of recent (within the last seven years), full-time employment experience directly related to nursing
- Possession of current MA license as a registered nurse (RN)

One of the following:
- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

The MA Board of Registration in Nursing, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 973-0900, issues MA RN licence http://www.mass.gov/eohhs/gov/departments/dph/programs/hcq/dhpl/nursing/.

The required bachelor’s degree or higher degree would be in nursing.

A master’s degree may substitute for one of the three years of required employment experience.

*Note that a Vocational Technical Education Curriculum Framework in practical nursing has not been developed.
### Programming & Web Development – Preliminary Vocational Technical Teacher License

- Associate degree or higher degree related to the subject matter and skills to be taught
- Four years of recent (within the last seven years), full-time employment experience directly related to programming & web development
- Passing score of at least 70% on each test (written test and performance test) in programming & web development

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in programming & web development*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in programming & web development*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in programming & web development*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Radio & Television Broadcasting – Preliminary Vocational Technical Teacher License

- Associate degree or higher degree related to the subject matter and skills to be taught
- Four years of recent (within the last seven years), full-time employment experience directly related to radio & television broadcasting
- Passing score of at least 70% on each test (written test and performance test) in radio & television broadcasting

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in radio & television broadcasting*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in radio & television broadcasting*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in radio & television broadcasting*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
Robotics and Automation Technology – Preliminary Vocational Technical Teacher License

- Associate degree or higher degree related to the subject matter and skills to be taught
- Four years of recent (within the last seven years), full-time employment experience directly related to robotics and automation technology
- Passing score of at least 70% on each test (written test and performance test) in robotics and automation technology

One of the following:
- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The required associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in Robotics and Automation Technology*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in Robotics and Automation Technology*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in Robotics and Automation Technology *, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
## Sheet Metalworking – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to sheet metalworking
- Passing score of at least 70% on each test (written test and performance test) in sheet metalworking

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in sheet metalworking*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in sheet metalworking*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/)
Stationary Engineering – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to stationary engineering
- Possession of a current MA First, Second or Third Class Boiler Engineer license
- Passing score of at least 70% on each test (written test and performance test) in stationary engineering

One of the following:

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

MA Boiler Engineer licenses are issued by the MA Department of Public Safety, 1 Ashburton Place, Room 1301 Boston, MA 02108-1618, Tel. (617) 727-3200 http://www.mass.gov/eopss/consumer-prot-and-bus-lic/license-type/engineering-div/engineering-division.html.

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at http://www.mtel.nesinc.com/ or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to stationary engineering.

A bachelor’s degree may substitute for two of five years of required employment experience.

Note that a Vocational Technical Education Curriculum Framework in stationary engineering has not been developed.

* The Vocational Technical Education Framework for this program is available at http://www.doe.mass.edu/cte/frameworks/.
### Telecommunications - Fiber Optics – Preliminary Vocational Technical Teacher License

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One of the following:

|☐| - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
|☐| - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in telecommunications - fiber optics*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in telecommunications - fiber optics*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in telecommunications - fiber optics*, and/or in education.

* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
### Welding – Preliminary Vocational Technical Teacher License

- High school diploma or the equivalent
- Five years of recent (within the last seven years), full-time employment experience directly related to welding
- Possession of current national welding certification
- Passing score of at least 70% on each test (written test and performance test) in welding

**One of the following:**

- achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST)
- achieve a passing score on the Communication and Literacy Skills Test

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National Welding Certification is issued by the American Welding Society (AWS), 550 NW LeJeune Rd., Miami, FL 33126, Tel. (800) 443-9353 [http://www.aws.org](http://www.aws.org)

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at [www.gltech.org](http://www.gltech.org) (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at [http://www.mtel.nesinc.com/](http://www.mtel.nesinc.com/) or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication and joining technologies*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication & joining technologies*, and/or in education.

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* The Vocational Technical Education Framework for this program is available at [http://www.doe.mass.edu/cte/frameworks/](http://www.doe.mass.edu/cte/frameworks/).
APPENDIX A
APPLICATION INSTRUCTIONS – Preliminary Vocational Technical Teacher Licensure

Individuals are encouraged to apply for Vocational Technical Teacher licensure online through the Educator Licensure & Recruitment System (ELAR) at www.doe.mass.edu/educators. Persons may apply for licensure by paper application using the paper application form that may be obtained from the Office of Educator Licensure. In addition to completing and submitting the application form (online or paper) along with the required fee that is $100 for the primary license field and $25 for each additional (secondary) license field, applicants must do the following:

1. Send to the Office of Educator Licensure, a copy of the high school diploma, GED and official college transcript(s) that are required.

2. Send to the Office of Educator Licensure, a resume showing the required employment experience by year. Applicants should include on the resume all employment experience related to the licensure requirements. In addition, submit documentation of the required number of years of employment experience on original letterhead of employing firm/organization/institution, signed by the owner/president, human resources officer or other official. If self-employed, documentation of employment experience must include a signed, notarized affidavit attesting to the self-employment (with years and hours delineated) and at least five forms of additional documentation that may include copies of income tax returns, bank statements, credit card statements, business letterhead, business contracts, customer correspondence, advertising, references, supply invoices for the applicable years, that document self-employment. Applicants may include on the resume and in the documentation, employment experience gained through cooperative work experience while in high school or college, as such employment experience may count toward the licensure requirements. It is the responsibility of the applicant to organize the documentation of employment experience in such a manner that reviewers in the Office of Educator Licensure will be able to make determinations of the number of years of recent, full-time employment experience documented. Refer to the Introduction in this Guide for more information on required employment experience.

3. If required for the particular license field, send a copy of the occupational licenses/certifications required to the Office of Educator Licensure. Note that they must be current.

4. Note that the test provider sends the results of the required written and performance test to the Department of Elementary and Secondary Education.

5. Note that the test provider sends the results of the required communication and literacy test to the Department of Elementary and Secondary Education.

Questions may be directed to the Office of Educator Licensure:
Licensure Call Center: 781-338-6600
Hours: Monday-Friday 9am-12pm & 2pm-5pm.
APPENDIX B
QUESTIONS and ANSWERS
Additional Q’s and A’s will be added. Please submit any questions to careervoctech@doe.mass.edu.

1Q How does the applicant provide evidence of sound moral character? The applicant completes and signs the Affidavit as part of the Application form and the Department reviews the response. If necessary, the Department uses the Criminal Record Offender Information System (CORI) for investigative purposes.

2Q What license is comparable to the Provisional Vocational Teacher Approval? Preliminary Vocational Technical Teacher license.

3Q What license is comparable to the Full Vocational Teacher Approval? Professional Vocational Technical Teacher license.

4Q If I already hold a license under Chapter 71, and I apply for a vocational technical license field to be added to it, how much will I have to pay? $25.00

5Q If I hold a Vocational Teacher Approval in computer programming (which I understand will be comparable to a computer programming and software development license) and I wish to add the area of network systems, information support & services, how much will I have to pay? $25.00

6Q Will you accept personal checks for licensure? The policy is money orders, credit cards or cashier’s checks for licensure. However, for license renewal personal checks are accepted. This policy is currently in effect but is subject to change.

7Q How does the Department determine if a bachelor or an associate degree is related to the subject matter and skills the candidate for vocational teacher licensure will teach? The official transcript will give the particular area for which the degree was conferred. In addition, the course titles are reviewed. In some cases, the Department may request the applicant to obtain a course catalog from the college/university that can provide information that is more specific.

8Q What is the consequence for a vocational technical teacher with a Preliminary license if he/she does not get a vocational technical teaching position? The license is valid for five years of employment.

9Q I have heard a lot about CIP Codes for vocational technical programs. I hold a Professional Vocational Technical Teacher license in carpentry. The facilities management program at my school has a carpentry component. May I teach this component even though the CIP Code is not carpentry? Assuming the program/course has a vocational technical teacher with a license to teach facilities management, the answer is yes.

10Q I am a vocational technical teacher in computer programming. I also work part time (three quarters) as my school’s cooperative education coordinator. Do I need to obtain a Cooperative Education Coordinator license? Yes, persons employed halftime or more, as Cooperative Education Coordinators must hold the cooperative education coordinator license.

11Q Does a prospective teacher for whom a waiver is sought, have to apply for a license in order for the school district to be considered for a waiver for him/her? Yes.
12Q Does related instruction have to be taught by a licensed vocational technical teacher? The regulations state that related instruction shall be primarily taught by licensed vocational technical teachers in the specific program area. Core subject teachers may assist in the delivery of related instruction components when their particular expertise will enhance the instruction.

13Q Where can I obtain a list of all the vocational technical high school programs in Massachusetts? The Chapter 74 Vocational Technical Education Program Directory is the source. Go to http://www.doe.mass.edu/cte/programs/ or call the Career/Vocational Technical Education unit at the Department of Elementary and Secondary Education (781) 338-3910.

14Q I have a Full Approval in Food Management. I noticed this license was “retired” in 2003. However, I understand that it is valid and that I may renew it in five years. The thing is, I would like to obtain a teaching job in Culinary Arts (one-person shop). Is my Food Management license appropriate or do I have to get a license to teach Culinary Arts? Although you hold a valid approval, it is not appropriate for Culinary Arts.

15Q Our school has a non-Chapter 74 career and technical education program in Pre-Engineering, which we began with Perkins funds. We have not decided if we will seek Chapter 74 approval for the program. What is considered the appropriate license for the teacher? For the program to be Chapter 74-approved it must have at least one teacher for each course within the program with a Vocational Technical Teacher license in Engineering Technology. For a non-Chapter 74 approved career and technical program it is the superintendent’s or principal’s call per the “Chapter 71” Regulations for Educator Licensure and Preparation Program Approval 603 CMR 7.14 (10) that states: “The role covered by each license is defined by the title and requirements of the license. Superintendents and principals intending to employ an educator in a role not obviously defined by an existing license must determine the most appropriate license by comparing the actual duties and responsibilities of that role with the license requirements.” additional teachers in the Chapter 74-approved program/course may include those with licenses appropriate to teach aspects of the program. Examples include Physics, Mathematics, and Technology/Engineering licensed teachers.

16Q I am confused. The regulations state in section 4.03 (5) (b) that “Non-licensed substitute teachers and teacher (instructional) aids shall be supervised by an appropriately licensed vocational technical teacher while serving in a vocational technical laboratory and shall not be allowed to supervise students using hazardous equipment.” Does “appropriately licensed” mean a professional license or will a preliminary do? A preliminary license in the field that is being taught (example carpentry) would be acceptable.

17Q I have a Connecticut certification to teach drafting in Connecticut’s vocational technical schools. Does Massachusetts have a reciprocal agreement with Connecticut for vocational technical teacher licensure? At this time MA has not entered into a reciprocal agreement with any state in regards to vocational licensure.

18Q I am looking at the Vocational Technical Teacher licensure requirements and also at the Vocational Technical Education Framework (VTEF) in Design and Visual Communications. Would you say that someone with a Vocational Technical Teacher license in the Commercial Design license field would be credentialed to teach the Design & Visual Communications VTEF? The answer to your question is yes. In fact, the name of the Commercial Design VTE Teacher license will be officially changed in the VTE Regulations (summer 2006) to Design & Visual Communications. The goal is to have license names as well as the subject matter teacher tests aligned perfectly with the VTEFs.
19Q I graduated from a vocational technical high school in Massachusetts. Can any of the employment experience I gained while on “co-op” count toward the employment experience requirement for the Preliminary VT teacher license? Yes, provided it was in the license field, not too old, and it can be documented.

20Q What is the definition of full-time employment experience regarding the Preliminary VT teacher license? I need five years for the license field (culinary arts). Full-time employment regarding the Preliminary teacher license means at least 35 hours per week so five years would equal 8400 hours (35hrs. /week x 48 weeks/year x 5 years = 8400).

21Q Is self-employment acceptable toward the employment experience requirement for the Preliminary VT teacher license? Yes. If self-employed, documentation of employment experience must include a signed, notarized affidavit attesting to the self-employment (with years and hours delineated) and at least five forms of additional documentation that may include copies of federal income tax returns, bank statements, credit card statements, business letterhead, business contracts, customer correspondence, advertising, references, supply invoices for the applicable yeas that demonstrate self-employment to the satisfaction on the Department of Elementary and Secondary Education.

22Q I have been working as a telephone operator for the last ten years. Prior to that, I worked as a chef. Do I need more recent employment experience to qualify for a Preliminary VT teacher license to teach culinary arts? Yes

23Q May volunteer work count toward the employment experience requirement for the Preliminary VT teacher license? Volunteer work that is comparable to employment experience except for the paid feature may be creditable toward the employment experience requirement for a maximum of one-half the employment experience requirement subject to the review and approval of the State Director of Career/Vocational Technical Education.

Q's & A's on Testing:

1Q Would a candidate for a Vocational Technical Teacher license who has passed the Massachusetts Communication and Literary test under the Chapter 71 regulations have to pass the Vocational Technical Literacy Skills Test? No.

2Q If there is no written and performance test in the area the candidate will teach at the time a vocational technical teacher candidate applies for a Preliminary Vocational Technical Teacher license and they have met all of the other requirements for licensure, can they be licensed? Yes, they may be licensed, provided the vocational technical teacher candidate has met all other requirements.

3Q I have a Ph.D. in English and ten years recent, full-time employment experience in carpentry. Do I have to pass the Vocational Technical Literacy Skills Test? Yes, unless you passed the Massachusetts Communication and Literacy test.

4Q If I pass the Vocational Technical Literacy Skills Test or the Massachusetts Communication and Literacy test will I still have to take college English courses? Yes.

5Q My neighbor wants to teach masonry. She took the Massachusetts Communication and Literacy test thinking it was required because her partner who is a science teacher had to take it. Does this means she has to take the Vocational Technical Literacy Skills Test now? No. The Department will accept a passing score on the Massachusetts Communication and Literacy test that prospective academic (core subject) teachers have to take in lieu of the Vocational Technical Literacy Skills Test.
6Q Once a person passes the applicable written and performance tests for a given license do they have to take them again if they put off applying for licensure for several years? No.

7Q I have had a Full Vocational Teacher Approval to teach painting and decorating (now painting and design technologies) since 1995. I never had to take a communication and literacy test. Do I have to take a communication & literacy test now if I apply for a license to teach building and property maintenance? Yes.

8Q I have ASE certification in five areas of automotive technology. Do I still have to take the written and performance tests in automotive technology? Yes.