

# CERTIFICATION

## FAQ'S

### How long will it take before I receive my certificate?

Anticipate receiving your Certificate of Eligibility with Advanced Standing for the New Jersey Department of Education by February if you are graduating in the fall and by the end of June if you are graduating in the spring.

### What should I do if I am offered a job before I receive my license?

Upon successful completion of your *License Intake meeting*, *conferral of your degree* and the *submission of your application to the New Jersey Department of Education*, you will receive a courtesy letter stating that we have recommended you for certification. This letter may be used for any school district interested in interviewing you for a teaching position.

### Can I check the status of my certification with NJDOE?

The status of your certification will not show on the NJDOE website until your license has been issued. All information about certificates is now online including certificate name, certificate ID number, date of issuance, and expiration date if applicable. Instructions to view this information can be found at [NJDOE](#).

### How long do I have to apply for my license?

You have up to one year from graduation to apply for certification through Stockton; after that time, you must apply directly through the State of New Jersey for your license.

### How do I request a name change?

You will need to access the Name Change Request Form on the NJDOE website below. This form MUST be filled out in its entirety. Multiple forms of identification will be required and you must send the state any certificates you currently hold. There is a fee of \$20 per certificate.

[http://www.state.nj.us/education/educators/license/forms/name\\_change.pdf](http://www.state.nj.us/education/educators/license/forms/name_change.pdf)

### What if I want to teach in another state?

New Jersey has reciprocity with many states. Once you receive your Teaching Certification in New Jersey, you can then apply for your teaching certification in another state by logging onto the Department of Education for that state. If a Verification of Program Completion is required, forward this to Richard Stockton College, School of Education. We will be happy to complete this form. There is a fee of \$25 for this service, payable to "Stockton University".

### Additional questions?

Please feel free to contact me with any questions or concerns you may have at [wendy.sage@stockton.edu](mailto:wendy.sage@stockton.edu) or call me directly at (609) 626-3584.