



HCPS

HENRICO COUNTY PUBLIC SCHOOLS

The right to achieve.
The support to succeed.



Become a Teacher
with
Henrico County
Public Schools



HEART
of Henrico

CAREER PATHWAYS

Approved Teacher Licensure Program

Career Switcher Program

Testing Route

Special Education Route

Experiential Route

Eligible by Major

Out-of-State Reciprocity



ROUTES TO A CAREER IN EDUCATION

- Identify the pathways to a career in education
- Become aware of the available program options
- Have a better understanding of the provisional license process and licensure requirements in Virginia



KEY LICENSURE POINTS

- Virginia Department of Education (VDOE) establishes licensure requirements, not HCPS
- Code of Virginia requires that School Divisions only hire applicants who are eligible for licensure for certified positions
- Licensure requirements are updated regularly, so it is important to follow the VDOE Licensure Regulations closely for the most up to date information
 - <https://law.lis.virginia.gov/admincode/title8/agency20/chapter23/>
- Once a candidate is eligible for a Virginia teaching license, they are eligible to be considered for hire in a teaching assignment with HCPS

PROVISIONAL LICENSE

- Provisional Licensure is a **post-employment** process
- A Provisional License is **only issued by the Virginia Department of Education** upon hire in a contracted teaching position with a Virginia public school division or accredited private school
- The Provisional License allows an individual additional time to meet remaining licensure requirements
- Documented progress should be made each school year with requirements met by the expiration date of the Provisional License



ROUTES TO LICENSURE

1. Approved Teacher Licensure Program

- Graduate and undergraduate programs offered for individuals with or without a Bachelor's Degree
 - VDOE: Colleges & Universities with Approved Educator Programs
 - **Caution:** Be sure you enroll in a program that leads to licensure. Some degree programs only lead to a degree and are not approved for licensure.

Guidance Tip: If you do not hold at least a Bachelor's Degree, contact a college program provider offering an approved undergraduate licensure program for enrollment details.



ROUTES TO LICENSURE

2. Career Switcher Program

- Eligible participants must have the following:
 - Earned at least a Bachelor's Degree from a regionally accredited University/College
 - 3 years of documented occupational work experience, other than contracted teaching experience in a K-12 setting
 - Passing scores on the approved Praxis Subject Assessment for the endorsement area
 - Passing scores on the Virginia Communications and Literacy Assessment (VCLA)

Guidance Tip: Enroll in the approved assessments using the VDOE issued listing: [Assessment Requirements for Virginia Licensure](#)



ROUTES TO LICENSURE

Career Switcher Approved Program Providers:

- Old Dominion University
- Regent University
- Shenandoah University
- Educate VA- Virginia Community College System



Guidance Tip: The career switcher route to licensure is a fast and affordable track option approved by the VDOE to become a teacher! Enroll with a program provider as soon as you meet assessment requirements and you could be teaching by the next school year!

[Career Switcher Program Providers](#)

ROUTES TO LICENSURE

Advantages of completing one of the approved Licensure Programs:

- Prepares you to become a great teacher
- Takes the guesswork out of choosing the right courses to meet specific licensure requirements
- Flexibility in accepting completed coursework into program requirements
- Blending courses to meet licensure requirements often results in less coursework
- Student teaching experience
- Support with licensure changes

ROUTES TO LICENSURE

3. Testing Route

- Eligible participants must have the following:
 - Earned at least a Bachelor's Degree from a regionally accredited University/College
 - Passing scores on the approved Praxis Subject Assessment for the endorsement area

Caution: Please note this option does not apply to individuals seeking Early/Primary Education PreK-3, Elementary Education PreK-6 or Special Education

Guidance Tip: Enroll in the approved assessments using the VDOE issued listing: [Assessment Requirements for Virginia Licensure](#)



ROUTES TO LICENSURE

4. Special Education Route

- Eligible participants must have the following:
 - Earned at least a Bachelor's Degree from a regionally accredited University/College
 - Completed 3 semester hours of approved pre-requisite coursework in characteristics and legal aspects of special education

Guidance Tip: It is strongly recommended that you enroll in an approved licensure program immediately upon hire



ROUTES TO LICENSURE

5. Experiential Route

- Eligible participants must have the following:
 - Earned at least a Bachelor's Degree from a regionally accredited University/College
 - 3 years of documented work experience
 - Passing scores on the approved Praxis Subject Assessment for the endorsement area

Caution: Please note this option does not apply to individuals seeking Early/Primary Education PreK-3, Elementary Education PreK-6 or Special Education

Guidance Tip: Enroll in the approved assessments using the VDOE issued listing: [Assessment Requirements for Virginia Licensure](#)



ROUTES TO LICENSURE

6. Eligible by Major:

If you hold a Bachelor's Degree from an accredited college/university and majored in one of the following subjects, you would be eligible for a Provisional License in this subject area if hired for a teaching position:

- Biology
- Chemistry
- Dance Arts
- Earth Science
- Engineering
- English
- Foreign Language
 - (i.e.: French, Spanish, German etc.)
- Health & P.E.
- Mathematics
- Physics
- Theatre Arts
- Visual Arts



ROUTES TO LICENSURE

7. Out-of-State License Reciprocity

An individual coming into Virginia from any state may qualify for a Virginia teaching license with **comparable** endorsement areas if the individual has completed a state-approved teacher preparation program through a regionally accredited four-year college or university, or the individual holds a valid out-of-state teaching license (full credential without deficiencies) that must be in force at the time the application for a Virginia license is made.



TROOPS TO TEACHERS VIRGINIA CENTER

- All current and former members of the U.S. Armed Forces may be eligible to participate in the Troops to Teachers Virginia Center Program
- Your Troops to Teachers team will review your academic and career credentials to help identify teaching programs and colleges that fit with your prior experiences
- Troops to Teachers Virginia Center will help you develop an individualized plan for meeting licensure
- Troops to Teachers will help you understand the financial assistance available, including stipends provided through the national office to eligible TTT participants. For more information visit, <http://www.proudtoserveagain.com/Participants/FinancialAssistance>

Contact Information:

- <https://troopstoteachersvirginia.wm.edu/>
- Call: 757-221-3415 or E-Mail: tttvirginia@wm.edu



CANDIDATES HOLDING FULL VALID OR EXPIRED VIRGINIA LICENSURE

- Upon earning a **full renewable Collegiate Professional or Postgraduate Professional**, issued by the VDOE, additional endorsements can be added by passing the specific Praxis Subject Assessment for most endorsement areas. *(Does not include Elementary Education or Special Education. Does not apply to Technical Professional or Pupil Personnel Services Licenses.)*
 - *Enroll for a Praxis Subject Assessment at www.ets.org*
- Candidates holding an expired Collegiate Professional, Postgraduate Professional, Technical Professional, Pupil Personnel Services or Provisional License issued by the VDOE may be eligible for a one-year extension upon hire with a Virginia school division if certain criteria is met.

Guidance Tip: Include a copy of all valid or expired licenses issued by the VDOE and all Praxis Subject Assessment Score Reports with your HCPS employment application process.

HCPS APPLICATION

Visit: [HCPS Careers](#)

Select: [View Job Opportunities & Apply Online](#)

Select: [Register today](#)

Enter: Your E-Mail, Name and create a password

Create your Profile and Upload your resume

Search for an Instruction position and then

Select: [Apply Now](#)



APPLICATION REQUIREMENTS

- Complete work history
- References to include current/most recent evaluating supervisor, cooperating teacher
- Praxis Subject Assessment scores *(if completed)*
- College Verification Form upon completion of approved licensure Program *(if applicable)*

OR

- Copy of valid-out-of-state, full credential with no deficiencies *(if applicable)*

TRANSCRIPT REQUIREMENTS

- Official transcripts from graduate **and** undergraduate coursework from **all** colleges attended
- Graduates of Foreign Institutes:
 - Must provide a transcript evaluation with a course-by-course analysis from a VDOE approved agency showing U.S. equivalency
 - Graduates of Foreign Institutions of Higher Learning

ROLE OF THE SCHOOL DIVISION

Henrico County Public Schools Human Resources Licensure Department

can provide licensure guidance, information and tools.

- Once hired with HCPS, you will work **directly** with our Human Resources Licensure department to submit your Virginia Licensure Application: Application for a Virginia License
- Contact our Human Resources Licensure department if you have any questions regarding applying for a licensed position or questions regarding eligibility for a license

Shelby Elliott
Human Resources Licensure Analyst
804-652-3429
sgelliott@henrico.k12.va.us

Jessica Dadey
Office Assistant, Licensure
804-652-3365
jddadey@henrico.k12.va.us

STAY CONNECTED WITH THE HCPS TEAM

 [Henrico County Public Schools](#)

 [@HenricoCountySchools](#)

 [@HenricoCareers](#)

 [HCPS Careers Website](#)





Just the Facts



Students

Elementary.....	22,461
Middle.....	11,903
High.....	15,298
Other.....	520
Total Students.....	50,182



Student Diversity

African American.....	35.5%
Asian.....	11.4%
Caucasian.....	38.1%
Hispanic.....	10%
Other.....	5%
Economic Deprivation.....	47%

(per School Nutrition Services)



Employees

Total Teachers.....	3,995
Total Employees (FTE).....	6,993

Finance

2018-19 Operating Budget.....	\$604.5 Million
Per Pupil Expenditure.....	\$10,725



Schools & Centers

Elementary.....	46
Middle.....	12
High.....	9
Advanced Career Education (ACE) Centers.....	2
Alternative Program Centers.....	3

Total Schools and Centers.....72

Average Class Size

Elementary.....	19.5
Middle.....	22.5
High.....	22.5

2018 Graduates

Total Graduates.....	3,783
On-Time Graduation Rate.....	92.3%
Plans to Continue Education.....	81.6%
Scholarships Accepted.....	\$27.9 Million



(Data as of November 2018)

Building on Excellence

From academics to athletics to the arts, HCPS raising the bar

Twenty-four Henrico County schools earned 2018 Virginia Index of Performance awards for advanced learning and achievement, presented by Gov. Northam and the Virginia Board of Education. HCPS was again tops in the region with the most schools recognized. Only the much larger school divisions in Fairfax and Loudoun counties had more schools receive the awards.

Henrico Schools held its first ever "Career and Technical Letter-of-Intent Signing Day," a version of the common practice of athletes publicly signing letters-of-intent for NCAA athletics. Seniors signed agreements in front of families, future employers and the media. An HCPS Facebook post about the idea drew 36,000 likes and 3,400 comments. The event was championed by Mike Rowe of Discovery Channel's "Dirty Jobs," and HCPS students and staff were featured on national TV.

As part of our continuing intense focus on literacy, HCPS teamed with Goodwill of Central and Coastal Virginia to give students more reading options. People give about a million books to Goodwill each week in the region, most of which end up being recycled. The "Spreading Goodwill Through Books" program, co-ordinated by HCPS Library Services, lets staff members choose books for classroom libraries and distribution. More than 60,000 books have been reclaimed for students and families.

Henrico Schools earned eight 2018 Achievement Awards from the National Association of Counties for innovative programs to better serve citizens. Recognized were the Academy at Virginia Randolph's mentoring program and three Career and Technical Education programs.

Five HCPS high school teams won 2017-18 state titles: Deep Run HS won in golf, boys' volleyball and girls' tennis; Varina won in boys' basketball; and Highland Springs' football team won a third-straight state title. Deep Run also won its second straight Virginia High School League's Wells Fargo Cup, which goes to the school with the best overall state record in 27 sports.

For the 19th straight year, the National Association of Music Merchants named HCPS one of America's "Best Communities for Music Education" for its commitment to music instruction.

Eighth-grader Joseph Chambers won the regional spelling bee – the fifth straight year HCPS' champ has won that title and advanced to the national bee in Washington.



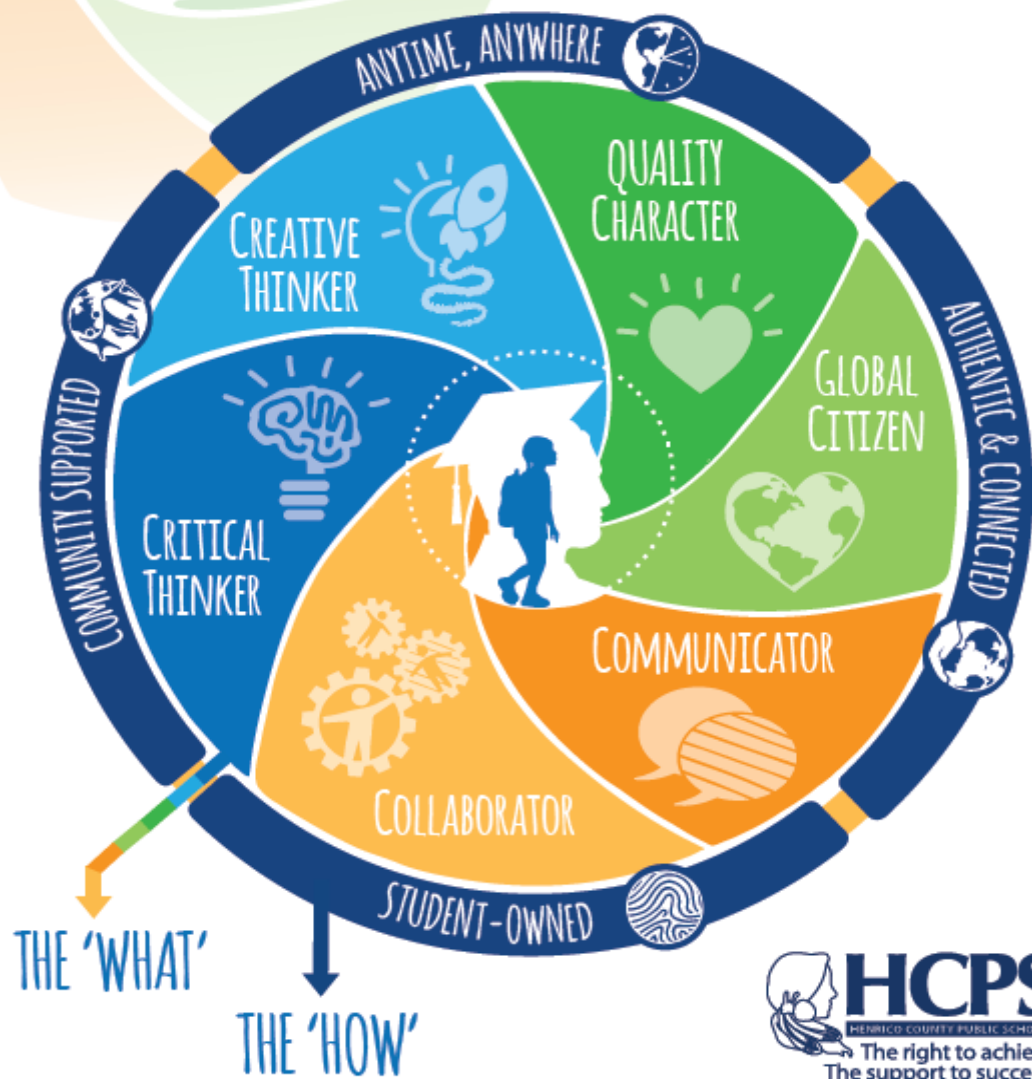
3820 Nine Mile Road
Henrico, Virginia 23223-0420
804.652.3726
henricoschools.us

Produced by the HCPS Department of Communications and Public Relations • (Data as of November 2018)



HENRICO LEARNER PROFILE

henricolearner.henricoschools.us



THE 'WHAT' ATTRIBUTES AND SKILLS

- QUALITY CHARACTER** I inspire the trust of others and believe in myself to succeed. I nurture overall physical and mental well-being and practice honesty, integrity, and responsibility. I manage and monitor myself and my learning, and persevere in the face of challenges.
- GLOBAL CITIZEN** I serve as an active participant in a larger society. I contribute to solutions that address the needs of a broader community by building global awareness and demonstrating empathy, compassion, and respect for fellow community members.
- COMMUNICATOR** I explore and exchange ideas with other learners. I grow my understanding by actively listening to, honoring, and building on the voices of other learners, and I express my own understanding clearly, using a variety of formats depending on the purpose, audience, and setting.
- COLLABORATOR** I form partnerships with other learners. I work with others to achieve common goals by building relationships, managing team dynamics, making shared decisions, and learning from and contributing to the learning of others.
- CRITICAL THINKER** I analyze and synthesize ideas. I make decisions by processing and evaluating information, seeking patterns and connections, constructing meaningful knowledge, and applying knowledge in authentic context.
- CREATIVE THINKER** I generate new ideas and build on existing ones. I pursue imaginative approaches and solutions to challenges by asking questions, being flexible in my thinking, and learning from experimentation.

THE 'HOW' DEEPER LEARNING MODEL

- PILLAR I**
LEARNING IS ANYTIME, ANYWHERE
Learners seek answers to questions whenever they are curious. They possess the technology and mindset to learn actively at home, at school, and within the community.
- PILLAR II**
LEARNING IS AUTHENTIC & CONNECTED
Learners ask questions and explore solutions to problems that are important to them and their world. They work with peers and members of their communities to contribute toward outcomes that have an impact.
- PILLAR III**
LEARNING IS STUDENT-OWNED
Learners are agents of their own learning and have voice and choice in the learning process. They know how to set goals as well as assess, monitor, and reflect on their progress.
- PILLAR IV**
LEARNING IS COMMUNITY SUPPORTED
Learners understand the importance of relationships in their local, state, national, and global communities. They continuously refine the experience and attributes needed to solve complex problems and recognize future opportunities.