



State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminster Street
Providence, Rhode Island 02903-3400

Deborah A. Gist
Commissioner

April 7, 2011

Dear Prospective National Board Candidate:

It is with great excitement that I invite you to participate in the National Board for Professional Teaching Standards (NBPTS) certification process. As a National Board Certified teacher, I understand and appreciate your commitment to ongoing professional development and your desire to continually improve your practice. You are about to embark on a truly powerful professional and personal growth experience. The benefits will be immeasurable and far exceed the intense efforts you will put into this exciting and transformative process.

Please be sure to carefully consider the obligations and commitment involved in the National Board certification process. I urge you to go online at www.nbpts.org and review the standards for your certification area, the portfolio directions, and the guide to the assessment center exercises. This will give you an understanding of the high standards and expectations which are foundational to National Board Certification and the certification process.

The first step to achieve National Board certification is to apply to National Board to enroll in the National Board assessment process for the 2011-2012 school year. Registration is done through the National Board's website and candidates must pay a non-refundable \$65 application fee directly to the National Board following their online directions. National Board will issue you a candidate ID number which is necessary for the second step, applying for the Rhode Island National Board Certification Initiative Subsidy. The subsidy covers \$2000 of the \$2500 assessment fee – candidates are responsible for the \$500 balance. To apply for the subsidy, simply complete and submit to RIDE the attached fee subsidy application. Please note, each year RIDE receives funds sufficient to provide a limited number of fee subsidies to educators who are eligible to participate in the certification process. As such, RIDE allots the subsidies in the order in which the fee subsidy applications are received.

After July 1, RIDE will notify candidates through email who are awarded the \$2000 assessment subsidy. Upon receiving notification, candidates must complete the third step, sign and submit a subsidy acceptance letter to RIDE indicating that the candidate will adhere to the requirements of the National Board certification process and the Rhode Island subsidy initiative. Candidates must also submit the \$500 balance to National Board to complete their registration. Note, RIDE cannot transfer any subsidy funds until candidates pay the \$500 balance to the National Board.

Telephone (401)222-4600 **Fax** (401)222-6178 **TTY** 800-745-5555 **Voice** 800-745-6575

The Board of Regents does not discriminate on the basis of age, color, sex, sexual orientation, race, religion, national origin, or disability

As to candidate support, Rhode Island College offers candidate support classes which begin meeting in August and are held on Saturday mornings throughout the year (see attachment). Many candidates report that these classes are important mechanisms to help them through the certification process. Candidates also report benefiting from formal and informal groups they develop with their colleagues at the local, state, and national level. As a further assistance, RIDE facilitates candidate support providers to connect National Board candidates with National Board Certified Teachers. Additionally, the National Board offers very responsive online and telephone support to answer questions and concerns you may have. I encourage you to take advantage of the various support opportunities that are available to you throughout the assessment process.

Since National Board has made virtually all of the assessment materials including standards, portfolio directions, and assessment center prompts available online, you can begin to explore the process, develop a work plan, and even start to work on the portfolio entries right away. I am available at any time to answer your questions, provide encouragement, or discuss any aspect of the National Board Certification process. On behalf of the more than 400 Rhode Island National Board Certified Teachers, I wish you great success and growth as you journey through the National Board Certification process.

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