

Transition to Work (TTW) Endorsement Process

Licensure Requirements OAC 3301-24-05 (B)(17)

The Transition to Work (TTW) Endorsement* is an endorsement of a teacher license that shall be issued to an individual who:

1. Holds a baccalaureate degree;
2. Holds a currently valid standard Ohio **intervention specialist** or **career-technical** teaching license or certificate;
3. Is deemed to be of good moral character; and
4. Has successfully completed an approved program of preparation and has been recommended by the dean or head of teacher education at an approved institution.

*** Job Training Coordinators (JTC) are required to hold the TTW Endorsement.**

Add TTW Endorsement to Existing Credential

The TTW Endorsement can be added to the intervention specialist or career technical license or certificate after completion of the licensure plan as determined by the university with an approved TTW Endorsement program. The candidate must submit an *Add Area to a Credential Application* through the Ohio Department of Education's Connected Ohio Records for Educators system (ODE.CORE). The field code for the TTW Endorsement is 600010.

Supplemental Teaching License for TTW Endorsement

The supplemental teaching license allows educators holding a currently valid standard Ohio teaching license or certificate to teach in a supplemental area, at the request of an employing Ohio school district, while they are in the process of obtaining standard licensure for that area. The following process for obtaining a supplemental license for the TTW Endorsement applies to educators holding an **intervention specialist** license or a **career-technical** license:

1. Enter and begin a teacher education program for the TTW Endorsement at an approved university (see list below). The university contact should review educational background/preparation and recommend a licensure plan.
2. Submit an application for a *New Supplemental License* for the TTW Endorsement through ODE.CORE. The application must be signed by the local school district or educational employing agency superintendent.
3. Renew the supplemental license for the TTW Endorsement no more than two times.
4. Please [click here](#) for additional information regarding Supplemental Teaching License for Endorsement Areas.

Transition to Work Endorsement Providers

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Office of Educator Licensure

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