COLORADO
Department of Education

Educator Talent Division
http://www.cde.state.co.us/educatortalent

Secondary CTE Business/Marketing

Applicant

Legal name: Date:

Requirements

U.S. Service Member Applicants may meet content knowledge and experience requirements as follows:

- Applicant has served in a branch of the military with an MOS **related** to the CTE credential listed above.
- The service member must also have served no less than 3 years of active duty (Guard/Reserves must have 10 years or 5 years with a total of 12 active related deployment months)under this MOS.
    - MOS, time of service, and an Honorable discharge must be verified on a DD-214 submitted with this application.

All other applicants must meet all requirements outlined in 1 and 2 below:

1. Content Knowledge

- A bachelor's or higher degree in any business discipline **OR** equivalent exceptional business experience (complete page 2 of this worksheet) **OR** a valid Colorado initial, professional or alternative teacher license in any secondary (6-12) endorsement area. *(Note to alternative candidates: If you qualify for this CTE by obtaining an alternative license and do not successfully complete the alternative program and obtain an initial teacher license, this authorization will be expired the date you discontinue the program.)* **AND**
- 24 semester hours of related postsecondary coursework from a regionally accredited institution verified on an official transcript with a minimum of three (3) semester hours of coursework in ***four*** (4) of the areas listed on the table below **OR** a passing score on one (1) of the following exams:

PRAXIS 5101 (min. score: 154) ☐ Passed **OR** Praxis #5561 (min. score: 157) ☐ Passed

2. Occupational Experience

- 2,000 hours' verified occupational experience in the content area **OR** three (3) years full-time, licensed teaching experience in the content area (full-time is defined as 51% or more of a teaching schedule). *Credit for student teaching (up to 800 hours) in the content area may be applied to either occupational or teaching experience.*

Content coursework (min. 3 semester hours in 4 areas)	Coursework	Semester Hours
Business management or entrepreneurship		
Accounting		
Finance		
Principles of marketing		
Business law or business ethics		
Business communications		
Economics		
Information technology or computer applications		
International/global marketing or business		
Promotion/advertising or retailing/merchandising		
Total semester hours (24 semester hours required):		

Up to a maximum of six (6) semester hours of professional development may serve in lieu of coursework in the content coursework section above and must be documented within the application. (15 contact hours = 1 semester hour)

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Secondary CTE Business/Marketing – Equivalent Experience Worksheet

Individuals who do not meet the degree/licensing requirements specified on page 1 of this worksheet may qualify for the authorization via one of the options below.

Select the option that applies to you:

☐ **Option 1: Associate Degree in Business *OR* Bachelor's Degree in a non-business content area**

- 4 or more years' full-time professional business experience in at least four (4) of the areas in the table below
- Positions/roles must demonstrate the application of advanced business knowledge and skills

☐ **Option 2: No Postsecondary Degree**

- 8 or more years' full-time professional business experience in at least four (4) of the areas in the table below
- Positions/roles must demonstrate the application of advanced business knowledge and skills

Areas of Experience (min. of 4)	Company/Organization and Your Position	Describe Experience	Start/End Dates
Business management or entrepreneurship			
Accounting			
Finance			
Marketing/digital marketing			
Business law			
Business communications			
Economics			
Information technology/ computer applications			
International/global marketing or business			
Promotion/advertising or retailing/merchandising			

Note: A current résumé and supporting documentation (e.g., business licenses, employment verification letters) ***must*** accompany this completed form in your application.