

## Career & Technical Education Licensure Transportation Careers

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: Work (Area): \_\_\_\_\_ Home (Area): \_\_\_\_\_

Fax: (Area Code): \_\_\_\_\_ E-mail: \_\_\_\_\_

Date of First Review: \_\_\_\_\_

Date of Second Review: \_\_\_\_\_

Date of Third Review: \_\_\_\_\_

### Degree of Attainment

- 0 = No evidence exists.
  - 1 = Evidence of learning does not meet the standard
  - 2 = Limited evidence of knowledge and skills exists.
  - 3 = Evidence of knowledge & skills meets or exceeds standard
- \* If in 0 or 1, recommendation must be addressed

| Standard   | Candidates Evidence of Proficiency | Type of Evidence | Degree of Attain. | Recommendations to Gain Proficiency |
|--|------------------------------------|------------------|-------------------|-------------------------------------|
| A candidate for licensure as a teacher of transportation careers must complete at least a baccalaureate degree from a regionally accredited college or university and a preparation program under subpart 2 that must include the candidate's demonstration of the knowledge and skills in items A to F.                                     |                                    |                  |                   |                                     |
| A. A teacher of transportation careers must demonstrate the knowledge and applications of the academic subject matter required for proficiency within the following areas: <ul style="list-style-type: none"> <li>1) apply knowledge of electricity, electronics, chemistry, and physics specific to the transportation industry;</li> </ul> |                                    |                  |                   |                                     |

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|--|------------------------------------|------------------|-------------------|-------------------------------------|
| <ul style="list-style-type: none"> <li>2) match measurement activities to transportation processes;</li> <li>3) create and interpret graphs, charts, manuals, journals, and specifications used in transportation; and</li> <li>4) use and interpret technical terminology specific to transportation industries.</li> </ul>   |                                    |                  |                   |                                     |
| <p>B. A teacher of transportation careers must demonstrate the knowledge and applications of safety and environmental concerns and issues including:</p> <ul style="list-style-type: none"> <li>1) Occupational Safety and Health Administration (OSHA) rules;</li> <li>2) Minnesota Pollution Control Agency regulations;</li> <li>3) transportation regulatory agencies, such as the Department of Transportation and Federal Aviation Administration; and</li> <li>4) the use of first aid resources, such as staff, policy and procedure manuals, and training opportunities regarding acids, fuels, and chemicals.</li> </ul> |                                    |                  |                   |                                     |
| <p>C. A teacher of transportation careers must demonstrate knowledge and application of legal responsibilities and ethical practices in transportation, including:</p> <ul style="list-style-type: none"> <li>1) morality and ethics and the relationship of each to transportation occupations, such as falsifying documents and service work orders;</li> <li>2) legal and policy issues impacting transportation industries, such as errors and omissions, negligence liabilities, environmental issues,</li> </ul>   |                                    |                  |                   |                                     |

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|---|------------------------------------|------------------|-------------------|-------------------------------------|
| <p>and concerns;</p> <p>3) understanding the importance of customer satisfaction, such as avoiding comebacks, warranty work, and doing unauthorized services;</p> <p>4) employee protection documents, such as the Right to Know Regulations; and</p> <p>5) requirements for reporting and documentation of any activity that adversely affects the welfare of customers and fellow workers, such as incident reports and hazardous material spills.</p>  |                                    |                  |                   |                                     |
| <p>D. A teacher of transportation careers must demonstrate the knowledge and applications of the various methods of giving and obtaining information including:</p> <p>1) interpreting, transcribing, and communicating information, data, and observations using transportation terminology;</p> <p>2) reporting subjective and objective customer information in relevant order of occurrence, such as work orders and cost estimates; and</p> <p>3) using decision-making models within the context of problem solving in the transportation industry, such as diagnostic flow charts and weight and balance calculations.</p> |                                    |                  |                   |                                     |
| <p>E. A teacher of transportation careers must demonstrate knowledge of alternative careers within the industry by:</p> <p>1) describing potential transportation career paths and ladders in occupations found in the</p>  |                                    |                  |                   |                                     |

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|---|------------------------------------|------------------|-------------------|-------------------------------------|
| <p>transportation careers, such as land, air, water, and space;</p> <p>2) describing the levels of education, licensing or certification requirements, employment opportunities, workplace environments, and career growth potential for a specific transportation career; and</p> <p>3) utilizing personal occupational experiences to make transportation careers meaningful to the students.</p>   |                                    |                  |                   |                                     |
| <p>F. A teacher of transportation careers must demonstrate the knowledge and applications of transportation systems and issues including:</p> <p>1) where and how factors, such as cost, technology, alternative methods, and how lifestyle or behavior changes may affect various transportation systems;</p> <p>2) the range of services and technology applications available to employers and customers, such as the Internet and wireless communications;</p> <p>3) quality improvement processes as they relate to customer outcomes, through the use of new technologies, tools, methods, and equipment; and</p> <p>4) effects on the transportation systems caused by past and present influences of technology, environmental, socioeconomics, and other various forms of nontraditional transportation.</p> |                                    |                  |                   |                                     |

## Teacher of Transportation Careers Subject Matter Standard Evidence for Licensure in Career and Technical Education

Below are the types of evidence an applicant can present to show development of competence in the subject matter standard of this field.

| Type of Evidence  | Accept  | Not Accept | Criteria - Specify   | Considerations/Comments  |
|---|---|------------|--|--|
| Work Experience<br>Minimum<br>Recentness.<br>Paid/Non-paid<br>Required for license renewal<br><br>Other (specify)<br><b>Volunteer experiences if related to transportation area and can be adequately documented to demonstrate skills and knowledge gained</b> | Yes<br>Yes<br>Yes<br>Yes<br>Yes<br><br>Yes<br>Yes |            | <b>As specified by licensure rules for non-degreed person 4 years work experience required for Limited Temporary Limited licensure.</b><br><br><b>No work experience required with four-year degree.</b> | A. Work experience should demonstrate a variety of subject content matter gained through a variety of diverse work situations. Work experience should be skilled in nature related to the transportation trades.<br>B. Work such as a entry-level technication doing repetitive tasks requiring minimal skills will not be considered. Skill competencies can be demonstrated such as with a journeyperson status from an apprenticeship program.<br>C. Certification or licensure can be used to demonstrate industry skill proficiency such as (ASE) Automotive Service Excellence, (FAA) Federal Aviation Association, or other.  |
| Education<br>Degree<br>Major/Program<br>Apprenticeship<br>Internship<br>Other (specify)<br><br><b>Industry certification in the areas related to transportation industry.</b>   | Yes<br>Yes<br>Yes<br>Yes<br>Yes<br>Yes<br><br>Yes |            | (A.A.S., B.S., B.A.)<br>Masters<br>Ph.D.   | A. Education qualifications to demonstrate transportation knowledge as identified in the licensure subject matter of the Teacher of Transportation Careers.<br>B. Education degree in Industrial Technical Education/Technology Education will demonstrate some but not all subject matter content for licensure in Career and Technical Education.<br>C. Other related degrees from a Technical or Community College related to the particular licensure such as Automotive, Marine and Small Engines or other.<br>D. Apprenticeship documenting attainment of proficiency, 8000 hours required for a journeyperson status.<br>E. Internships if related to a course of study hours can count 2 to 1 for an approved supervised internship. |
| Other<br>Certification<br>Trade/Professional License<br>Exam/Boards<br>Military<br>Personal Portfolio   | Yes<br>Yes<br>Yes<br>Yes<br>Yes<br>Yes            |            |  | A. Trade Professional Licenses must be current.<br>B. Military with clinic credits and documented civilian equivalency code from the MN Department of Economic Security. Portfolio to contain qualifications and supporting documentation verifying clinical hours and study hours. Supporting documentation to include references verifying appropriate work experiences and course work completed from previous employers and educational institutions.  |

| Type of Evidence                                | Accept     | Not Accept | Criteria - Specify | Considerations/Comments  |
|---|------------|------------|--------------------|--|
| (photos, work samples, etc.)<br>Other (specify) | Yes<br>Yes |            |                    | C. Membership in professional organization(s) related to Transportation Careers demonstrating a leadership role.<br>D. Leadership roles in related student leadership organizations. |

## MTLE Test Requirements

### Minnesota Teacher Licensure Exam (MTLE)

#### Required MTLE Tests

All candidates for Minnesota teaching licensure are required to pass a series of [Minnesota Teacher Licensure Examinations](#) (MTLE). These tests are offered several times a year and students are responsible for registering for and taking the tests by the required deadlines.

**The MTLE requirements for CTE licensure are as follows:**

#### **Basic Skills**

[http://www.mtle.nesinc.com/TestView.aspx?f=HTML\\_FRAG/MN001\\_TestPage.html](http://www.mtle.nesinc.com/TestView.aspx?f=HTML_FRAG/MN001_TestPage.html)

#### **Pedagogy: Secondary (Grades 5–12)**

[http://www.mtle.nesinc.com/TestView.aspx?f=HTML\\_FRAG/MN014\\_TestPage.html](http://www.mtle.nesinc.com/TestView.aspx?f=HTML_FRAG/MN014_TestPage.html)

**There is no content test requirement for CTE licensure**