



STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: July 13, 2022
To: Local Educational Agency Leads
Route to: Human Resources Directors
From: Julie Bunt, Ed.D.
Acting Assistant Commissioner, Division of Field Support and Services

Limited Certificate of Eligibility and Certificate of Eligibility with Advanced Standing Five-Year Pilot Certification Guidance

On March 23, 2022, the New Jersey Department of Education (NJDOE) released its application for Local Educational Agencies (LEAs) to participate in the Limited Certificate of Eligibility (CE) and Certificate of Eligibility with Advanced Standing (CEAS) five-year pilot program. Authorized by P.L.2021, c.224 (Chapter 224), signed by Governor Murphy in September 2021, this pilot program provides for the issuance of limited CEs and limited CEASs in an instructional area for candidates who meet certain requirements. For additional information on the program, please see the NJDOE's [March 23, 2022 broadcast memo](#).

Today, the NJDOE is sharing additional guidance for LEAs hiring limited CE or limited CEAS holders, and guidance for potential candidates applying for a limited CE or CEAS.

Timeline

The limited CE and limited CEAS five-year pilot program regulations were adopted by the State Board of Education on June 1, 2022. Applications for the limited CE and limited CEAS are now available in the new educator certification system, [NJEdCert](#).

Guidance for LEAs

LEAs approved to participate in the pilot program shall submit candidates the LEA recommends for a limited CE or limited CEAS to their local NJDOE County Office of Education via email and confirm that recommended candidates have satisfied requirements of the limited CE or CEAS as applicable. The LEA will be expected to hire the recommended candidates upon NJDOE's granting of the certification. In submitting candidates recommended for certification, the LEA will be expected to provide the following information in order to ensure that recommended candidates are placed in expedite status:

- The candidate's name, date of birth, and certification application tracking # (if available);
- An attestation of the LEA's intent to hire the candidates; and
- The requirement from which the limited CE candidate is being waived.

Candidates recommended for a limited CE by an LEA must submit their application through the NJDOE's online certification system, [NJEdCert](#). Upon submission of all required documentation, the certification application that is recommended by the LEA and approved by the NJDOE's County Office of Education will be placed in expedite status.

Upon identifying a limited CE or limited CEAS candidate that the LEA intends to hire, an LEA may extend that candidate an employment offer contingent on the candidate's receipt of appropriate certification before the effective date of employment. The board of education or board of trustees of an LEA may vote to approve such a contingent offer. Pursuant to N.J.S.A. 18A:26-2, an LEA may not employ the candidate prior to his or her receipt of the limited CE or limited CEAS.

Guidance for Prospective Limited CE and Limited CEAS Candidates

- Candidates may directly apply for a limited CE in the educator certification system by going online at [NJEdCert](#), registering and applying for the certificate. Candidates must submit all required documentation for review for eligibility.
- Candidates being recommended by their LEA for the Limited CE or CEAS certificate, please see the “Guidance for LEAs” section above.
- While limited CEAS candidates’ applications may be expedited based on an LEA’s recommendation as outlined in the “Guidance for LEAs” section above, those candidates must be recommended for certification by their Educator Preparation Program (EPP), just as EPPs must recommend other CEAS candidates. For limited CEAS candidates, the candidate’s EPP will first recommend the candidate, then they will be prompted to complete their portion of the process, as is the case for other CEAS applications.

Additional guidance for prospective candidates seeking a [Limited CE or CEAS](#), including eligibility requirements, timelines, and frequently asked questions, is available on the [NJDOE website](#).

Contact Information

Questions concerning the limited CE and CEAS Pilot Program can be directed to the Office of Recruitment, Preparation and Certification at generalcertquestionsjedcert@doe.nj.gov.

c: Members, State Board of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group