



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: May 25, 2022  
To: Local Educational Agency Leads  
Route to: Human Resources Directors  
From: Angelica Allen-McMillan, Ed.D., Acting Commissioner of Education

## Limited Certificate of Eligibility and Certificate of Eligibility with Advanced Standing Five-Year Pilot Program 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), 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 NJDOE's proposed regulations effectuating Chapter 224 were published in the New Jersey Register at [proposal level](#) on March 7, 2022. The regulations are scheduled to go before the State Board of Education for adoption on June 1, 2022. Pending adoption of the regulations by the State Board of Education, the NJDOE will begin accepting applications for limited CEs and limited CEASs by July 2022.

### Guidance for LEAs

The NJDOE anticipates that LEAs approved to participate in the pilot program will have the ability to submit to NJDOE candidates that the LEA recommends for a limited CE or limited CEAS. To do so, the LEA will be expected to confirm that the recommended candidates have satisfied requirements of the limited CE or CEAS as applicable, and 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.

Pending the LEA's submission of the above-described information, the certification applications of candidates recommended by the LEA 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 planning to apply for a limited CE or limited CEAS should note:

- While Chapter 224 authorizes the NJDOE to grant a limited CEAS to candidates that do not meet one of either the minimum GPA requirement or the minimum passing score on an appropriate State test(s) of subject matter knowledge, the law does not prohibit an EPP from requiring, as a condition for completion of the program, a CEAS candidate to meet GPA or subject matter assessment requirements.
- 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 EPP, just as EPPs must recommend other CEAS candidates. Individuals recommended for a limited CE by an LEA must submit their application through the NJDOE's online certification system; 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.

### **Contact Information**

Questions concerning the limited CE and CEAS Pilot Program can be directed to the Office of Recruitment, Preparation and Certification at [licensing.requests@doe.nj.gov](mailto:licensing.requests@doe.nj.gov).

c: Members, State Board of Education  
NJDOE Staff  
Statewide Parent Advocacy Network  
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