



# STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

**Date:** June 10, 2026  
**To:** Local Educational Agency Leads, Administrators of Approved Private Schools for Students with Disabilities  
**Route To:** Human Resources Directors, Certification Staff, Provisional Teachers  
**From:** Jorden Schiff, Assistant Commissioner  
Division of Teaching and Learning Services

## Provisional Teacher Process Updates and Reminders

The purpose of this memo is to provide districts with updated information and reminders for the Provisional Teacher Process (PTP). Training and additional information can be found on the New Jersey Department of Education's (NJDOE) [County & District Information](#) webpage.

### Applying for the Standard Certificate

Local educational agencies (LEAs) may initiate the conversion to a standard process for provisional teachers holding a Certificate of Eligibility of Advanced Standing (CEAS) or a Certificate of Eligibility (CE) who meet the following criteria:

- The teacher has completed 30 weeks of mentoring;
- The teacher has received two final summative ratings of effective or highly effective; and,
- For teachers holding a CE, the teacher has completed a NJDOE-approved CE program.

### Applying for a Provisional Renewal

LEAs may initiate the provisional certification renewal process for provisional teachers who meet the following criteria:

- The provisional certificate expires on July 31 of the current year;
- The teacher has not yet met the requirements for a standard certificate; and,
- The teacher is making progress toward completion of a CE program.

### Reminders for the Upcoming School Year

In accordance with N.J.A.C. 6A:9B-8.4(b), the employing LEA must register the provisional teacher within 60 days of the date the CE or CEAS holder begins employment.

### Contact Information

Questions about the PTP may be directed to [altroute@doe.nj.gov](mailto:altroute@doe.nj.gov).