

**Chapter 74**

**Guide for Preliminary**

**Vocational Technical Teacher Licensure**

**Massachusetts Department of Elementary and Secondary Education**

**Office of Educator Licensure**

**Atten: Vocational Technical Educator Licensure**

135 Santilli Highway, Everett, MA 02149

781-338-6600

[www.doe.mass.edu/licensure](http://www.doe.mass.edu/licensure)

**Introduction**

The Vocational Technical Education Regulations [603 CMR 4.00](http://www.doe.mass.edu/lawsregs/603cmr4.html) and the [Guidelines for Vocational Technical Education Programs and Educator Licensure](http://www.doe.mass.edu/ccte/cvte/laws.html) are the basis for this Guide. These documents should be reviewed because they contain important information that is not included in this Guide including, but not limited to, Professional Standards for teachers, licensure for administrators and cooperative education coordinators, as well as general provisions for licensure and employment and the professional responsibilities of educators. The official copies of the Vocational Technical Education Regulations and Guidelines for Vocational Technical Education Programs and Educator Licensure are implemented by the Department of Elementary and Secondary Education (Department). The Department does not represent this Guide as a replacement for the official Vocational Technical Education Regulations and Guidelines for Vocational Technical Education Programs and Educator Licensure.

**References**

Chapter 74 Selected Sections & 603 CMR 4.00 Vocational Technical Education Regulations and Guidelines available online at <http://www.doe.mass.edu/ccte/cvte/laws.html>. This webpage contains copies of the law, regulations and guidelines on which vocational technical educator licensure and Chapter 74 vocational technical education program approval are based.

Chapter 74 Guide for Professional Vocational Technical Teacher Licensure[[1]](#footnote-2)\*

Chapter 74 Guide for Initial and Professional Vocational Technical Administrator Licensure\*

Chapter 74 Guide for Professional Vocational Technical Educator License Renewal\*

The online Educator Licensure & Recruitment system (ELAR), [www.doe.mass.edu/licensure](http://www.doe.mass.edu/licensure), contains full information on vocational technical educator licensure.

Applicants may also want to review the Massachusetts Educator Licensure Series (MELS), a collection of slideshows explaining various aspects of the Licensure process, found here: <https://www.youtube.com/channel/UClS1IAPHRGoqr6iyzNHTgqg>

Additional references are listed with the requirements for each license field in this Guide.

**How to Use this Guide**

The purpose of this guide is to provide individuals who are interested in earning a Chapter 74 Technical Education License the information needed to begin the licensure process. In the following pages we will provide an overview of the Vocational Teacher Licensure Process, how to apply for a Vocational Technical Teacher License, the general requirements for each vocational technical teacher license field and information on how to document compliance with the requirements. Educators are encouraged to review all information in this guide as well as the information on the Licensure Office’s website: [www.doe.mass.edu/licensure](http://www.doe.mass.edu/licensure)

**The Vocational Teacher Licensure Process**

Massachusetts Chapter 74 Vocational Technical Teacher licenses come in two types, **Preliminary** and **Professional**. Both types of licensure are valid to be employed as a teacher in the Commonwealth of Massachusetts. Interested applicants should note that they cannot begin the licensure process at the Professional stage. The Preliminary license must be earned first.

Vocational teachers earn their Preliminary license by documenting that they have the appropriate industry experience, education history and content knowledge for their license field. Content knowledge is typically measured through testing. Note that teacher preparation coursework is not required to earn a Preliminary license. With regards to education, some Vocational teacher licenses require a bachelor’s degree, some require an associate’s Degree while other licenses require a high school diploma.

Once earned, the Preliminary Vocational Technical Teacher License is valid for five years of full-time employment. This means that only time spent working under the license in a Massachusetts school may count towards the validity period. For example, Samantha earns a Dental Assisting Preliminary license in 2020, however she does not obtain a job as a Dental Assisting teacher in a Massachusetts public school until August of 2024. Assuming Samantha is continuously employed under the Dental Assisting license, her Preliminary license will be valid until the end of the 2028-29 school year.

Once a vocational educator begins working under the Preliminary license, they should begin to take steps to advance their license to the Professional stage. A vocational educator advances to the Professional stage after they have been employed under the Preliminary for at least three years, (including an induction program provided by the school district) and have completed the required coursework for advancement. For additional information about what is required to advance a Preliminary license to the Professional stage, please review the Chapter 74 Guide for Professional Vocational Technical Teacher Licensure, here: <http://www.doe.mass.edu/licensure/voctech/chapter-74-guide-professional-licensure.docx>.

**Setting up and using an ELAR account**

The first step for any individual looking to earn a Massachusetts Educator License is to create an ELAR account. The Educator Licensing and Renewal (ELAR) system is the online licensing system used by the Office of Educator Licensure to track the Licensure process for all applicants. Through the ELAR system, educators may complete all aspects of the license application process and to review their current license information. As the Licensure Office no longer mails out hard copies of licenses, all educators who have applied for and/or earned a Massachusetts license have an ELAR account, regardless of whether they set it up themselves. In ELAR, an applicant/educator can apply for new licenses, view their status, upload supporting documents, print an unofficial copy of their license and much more. Educators are encouraged to set up their own ELAR account so that they can easily access their information by recalling their username and password.

A step-by-step guide on how to create an ELAR account may be found here: <http://www.doe.mass.edu/licensure/elar/navigating-the-system.docx>

If you are having difficulty logging into an existing ELAR account, please contact the Licensure Call Center for assistance. A call center representative will be able to reset your password and help you log in. The call center is open each business day from 9am-1pm and 2pm-5pm and may be reached at 781-338-6600.

**Applying for a License**

Interested educators are encouraged to apply for their license at their earliest possible convenience, even if they have not completed the required testing. An educator does not need to have completed all requirements for a license in order to submit the application. Submitting an application merely begins the review process where the Licensure Office will begin to review an applicant’s qualifications and provide written information as to how to document the remaining requirements. Applications are reviewed on a rolling basis whenever new documentation is submitted to the Licensure Office. There is no fee for each additional review and open applications do not expire in the ELAR system. An applicant’s first application will cost $100 and each additional application submitted will cost $25.

If you are having difficulty logging into an existing ELAR account, please contact the Licensure Call enter for assistance. A call center representative will be able to reset your password and help you log in. The call center is open each business day from 9am-1pm and 2pm-5pm and may be reached at 781-338-6600.

A step-by-step guide on how to apply for a license in the ELAR system may be found here: <http://www.doe.mass.edu/licensure/elar/how-to-apply.docx>.

A paper application is available for educators to fill out and mail to the Licensure Office. However, applicants should note that correspondence about said application will occur online via the applicant’s ELAR account. A copy of the paper application may be found here: <http://www.doe.mass.edu/licensure/voctech/application-package.docx>.

**The License Application Review Process**

Once you have applied for a Massachusetts Educator License, you may begin submitting documentation of the requirements. All documents may be uploaded to your ELAR account in PDF or jpeg format. A step-by-step guide on how to upload documents to your ELAR account may be found here: <http://www.doe.mass.edu/licensure/elar/how-to-upload-documents.docx>

An open Vocational Technical Education License application will have a listed status of “Not Ready,” “Ready for Review” or “Pending.”

A “Not Ready” status on a Vocational Technical Education license application indicates that an individual has filled out an application, but they have either not yet submitted payment for the application or they have not submitted any documentation for review. If the application is still in a “Not Ready” status after you have submitted payment for an application AND you have submitted documents to be reviewed, then please contact the Licensure Call Center so that we may ensure that it is reviewed in a timely manner.

An application goes into a “Ready for Review” status when new documentation is added to an educator’s ELAR profile. “Ready for Review” indicates that the file is in line to be reviewed by a member of the Office of Educator Licensure’s evaluator team. Educators should note that as long as an application goes into a “Ready for Review” status, they do not need to contact the Licensure Office to inform us that a document has been uploaded. Open applications are processed in the order that they go into a “Ready for Review” status. The turn-around time on a Vocational Technical Education license application will vary depending on the time of year and may range from a few days to a few weeks.

Upon review, the evaluator will determine which (if any) requirements have been properly documented and mark them as “verified met” on the educator’s application. If all requirements have been fulfilled, the license is granted.

If there are outstanding requirements, the status of the application will switch to “Pending” and the applicant will be emailed an evaluation letter. This letter will detail which requirements remain and what the applicant’s options are for fulfilling said requirements. If an educator has submitted documentation that has been determined to be unacceptable, the evaluation letter will detail why the documents cannot be accepted and (if applicable) what must be changed in the documentation in order to make them acceptable. The application will then stay in a “Pending” status until new documentation is submitted for review and the review process will begin again.

**Documenting Requirements for the Preliminary license**

In general, the requirements for a Preliminary Vocational Teacher license are made up of the following components:

* The education requirement (i.e. bachelor’s degree, associate’s degree or high school diploma)
* The employment experience requirement
* The occupational license requirement
* Achieving a passing score on the subject specific written and performance exams and
* Achieving a passing score on one of the literacy skills MTELs.

It is important to note that the requirements for a Preliminary Vocational Teacher license will vary depending on which license field the educator is applying for. Please review the appropriate license field page later in this guidebook for the specific licensure requirements.

It is the responsibility of the applicant to organize the necessary documents for all requirements in such a manner that the Office of Educator Licensure will be able to measure compliance. If additional clarity or documentation is required, the Licensure Office will inform the applicant via an official review and it is the responsibility of the applicant to provide the updated materials.

**Education Requirement**

Depending on the license field that an individual applies for, the Preliminary license will require the applicant to possess:

* A high school diploma/GED equivalent
* An Associate’s degree or higher in the subject matter knowledge and skills to be taught
* A Bachelor’s degree or higher in the subject matter knowledge and skills to be taught

If the license field requires a high school diploma/GED equivalent, such as an Automotive Technology, Plumbing or Cosmetology, applicants should submit either a copy of their diploma or an official transcript documenting the graduation/awarding date.

If the license field requires a college degree, such as Hospitality Management, Computer Programming and Web Development or Horticulture, educators should submit an official college transcript documenting the degree award date.

Applicants should note that an official college transcript does not need to be submitted to the Licensure Office in a sealed envelope. The Licensure Office will accept any transcript as official provided that the registrar’s signature is clearly visible on the document. If you have ordered a hardcopy official transcript from your university, know that you may open the envelope to verify that the information it documents is correct before submitting it to the Licensure Office.

**Employment Experience Requirement**

Depending on the license field that an applicant is seeking, the Preliminary Vocational Teacher license will require that the applicant document one of the following:

* three years of employment experience in the field of the license
* four years of employment experience in the field of the license
* five years of employment experience in the field of the license

To document employment experience, applicants should submit a letter from their employer that attests to the dates and responsibilities of their employment. The Licensure Office has a template for this letter that applicants may use, found here: <http://www.doe.mass.edu/licensure/voctech/employment-template.docx>.

If an applicant was self-employed in the field of the license, they should submit a notarized statement attesting to the self-employment along with five pieces of evidence in support of self-employment. Evidence in support of self-employment may include copies of bank statements, invoices or Schedule C from the applicant’s federal income tax returns. The Licensure Office has a template for the notarized statement, found here: <http://www.doe.mass.edu/licensure/voctech/self-emp-notarized-letter.docx>.

Interested applicants should note that part-time employment may be accepted towards this requirement for its full-time equivalency. If an applicant has part-time employment that they would like considered, they should ensure that the letter from their employer documents either the average hours worked per week or the total hours worked in a calendar year so that the Licensure Office may calculate the full-time equivalency.

For the purposes of measuring compliance, the Licensure Office considers full-time employment to be at least 35 hours per week for 48 weeks per year. Therefore:

* Three years of full-time employment experience is equal to 5040 hours
* Four years of full-time employment experience is equal to 6720 hours
* Five years of full-time employment experience is equal to 8400 hours

**Occupational License Requirement**

Certain vocational fields will require educators to hold a state, federal or industry license or certification relevant to their field in addition to their vocational educator license.

For example, an applicant for a Health Assisting, 9-14, license must also possess a valid Massachusetts Registered Nurse license issued by the Massachusetts Board of Registration in Nursing. An applicant for a Horticulture, 9-14, license is required to also hold a Massachusetts Pesticide Applicator license, issued by the Massachusetts Department of Public Safety.

Not all vocational fields require an addition license or certification. Please review the appropriate license field page later in this guidebook to find out if the license you are pursuing requires an additional occupational license. If an occupational license is required, applicants should submit an official copy of the current license or certification that clearly denotes both their name and the expiration date.

**Testing Requirements**

**The Written and Performance Exams**

The written and performance content exams are designed to test an applicant’s content knowledge for their specific vocational field and are administered through the testing agency, NOCTI. Applicants must take and pass the written test first and will then be able to sign up for the performance exam. These test scores are automatically submitted to the ELAR system by NOCTI shortly after the test is graded.

The written test will consist of 100 multiple choice questions. The performance exam will feature a demonstration of skill(s). For more information about testing, including testing dates, exam outlines, testing policies/procedures and options for accommodations, please visit NOCTI’s website (<https://www.nocti.org/credentials/state-programs/massachusetts/> ).

**The Massachusetts Testing for Educator Licensure (MTEL)**

In order to be issued a Preliminary Vocational Teacher license, applicants will need to take and pass either the Communication and Literacy Skills test or the Vocational Technical Literacy Skills test. Both are examples of Massachusetts Tests for Educator Licensure, commonly referred to as MTELs.

Both tests measure the applicant’s ability to read and write in English and are made up of a reading and a writing subtest. Applicants must take and pass both subtests in order to achieve an overall passing score. These test scores are automatically submitted to the ELAR system a few weeks after the exam date.

Although either test would be accepted towards a vocational teacher license, applicants should note that academic licenses and vocational administrator licenses will require a passing score on the Communication and Literacy Skills test. Applicants may wish to take this exam if they are considering earning a license in one of these additional areas.

Unlike the written and performance exam, there is a great deal of flexibility in terms of where and when the test can be taken. For additional information including how to register for the test, please visit the MTEL’s website: [www.mtel.nesinc.com](http://www.mtel.nesinc.com)

**Resources for Additional Questions**

If you have any additional questions about the Preliminary Vocational Technical Education License or about the Licensure process, please feel free to utilize the following resources:

You may speak with a Licensure Office representative via the Licensure Call Center at 781-338-6600. The Licensure Call Center is open each business day from 9am-1pm and 2pm-5pm

If you wish to speak with a Licensure Office representative in-person. The Licensure Walk-in Welcome Center Service Counter is available at the Massachusetts Department of Elementary and Secondary Education at 135 Santilli Highway, Everett, MA 02149.

Advanced Manufacturing\* 1

Agricultural Mechanics 1

Animal Science 2

Automotive Collision Repair & Refinishing 3

Automotive Technology 4

Aviation Technology 5

Baking 6

Biotechnology 7

Building and Property Maintenance\*\* 8

Business Technology 9

Cabinetmaking 10

Carpentry 11

Construction Craft Laborer 12

Cosmetology 13

Criminal Justice 14

Culinary Arts 15

Dental Assisting 16

Design & Visual Communications 17

Diesel Technology 18

Drafting 19

Early Education and Care 20

Electricity 21

Electronics 22

Engineering Technology 23

Environmental Science & Technology 24

Fashion Technology 25

Graphic Communications 26

Health Assisting 27

Heating-Ventilation-Air Conditioning-Refrigeration 28

Horticulture 29

Hospitality Management 30

Information Support Services & Networking 31

Major Appliance Installation/Repairing 32

Marine Service Technology 33

Marketing 34

Masonry & Tile Setting 35

Medical Assisting 36

Metal Fabrication & Joining Technologies 38

Painting & Design Technologies 39

Plumbing 40

Power Equipment Technology 41

Programming & Web Development 42

Radio & Television Broadcasting 43

Robotics and Automation Technology 44

Sheet Metalworking 45

Stationary Engineering 46

Telecommunications - Fiber Optics 47

Welding 48

Medical Laboratory Technology 49

Practical Nursing (LPN) 50

Surgical Technology\*\* 51

APPENDIX A 52

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| Advanced Manufacturing\* | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to Advanced Manufacturing | |
| ❒ | Passing score on each test (written test and performance test) in machine tool technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

\*This field was previously called ‘Machine Tool Technology’

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Advanced Manufacturing\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Advanced Manufacturing\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Agricultural Mechanics | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to agricultural mechanics | |
| ❒ | Passing score on each test (written test and performance test) in agricultural mechanics | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Agricultural Mechanics\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Agricultural Mechanics\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Animal Science | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Three years of full-time employment experience directly related to Animal Science | |
| ❒ | Passing score on each test (written test and performance test) in Animal Science. | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The required bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in animal science\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the required bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in animal science\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Automotive Collision Repair & Refinishing | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to automotive collision repair & refinishing | |
| ❒ | Possession of current Automotive Services Excellence (ASE) certification in at least two areas of automotive collision repair & refinishing (one of the areas must be painting/refinishing) | |
| ❒ | Passing score on each test (written test and performance test) in automotive collision repair & refinishing | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel: 703/713-0100 <http://www.natef.org>.

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Automotive Collision Repair and Refinishing\* , and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Automotive Collision Repair and Refinishing\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Automotive Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to automotive technology | |
| ❒ | Possession of current Automotive Services Excellence (ASE) certification in at least three areas of automotive technology | |
| ❒ | Passing score on each test (written test and performance test) in automotive technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel: 703/713-0100 <http://www.natef.org>.

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Automotive Technology\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Automotive Technology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Aviation Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to aviation technology | |
| ❒ | Possession of a current Federal Aviation Administration (FAA) Airframe & Power-plant Certification 147 | |
| ❒ | Passing score on each test (written test and performance test) in Aviation Technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

[INFORMATION ON FAA AIRFRAME & POWER-PLANT CERTIFICATION 147]

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Aviation Technology\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Aviation Technology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\*The Vocational Technical Education Framework for this program may be found here: <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Baking | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to baking | |
| ❒ | Possession of current Food Sanitation Certification | |
| ❒ | Passing score on each test (written test and performance test) in baking | |
| One of the following: | |
| ❒ | -achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

Food Sanitation certification is issued by the following:

* Experior Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, 800-200-6241
* National Registry of Food Safety Professionals,1200 E. Hillcrest St., Suite 303, Orlando, FL 32803, 800-446-0257 ([www.nrfsp.com](http://www.nrfsp.com))
* ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, 800-765-2122 ([www.servsafe.com](http://www.servsafe.com))

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Culinary Arts\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Culinary Arts\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

### \*Please note that there currently is no Framework for Baking. The Vocational Technical Education Framework for Culinary Arts is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Biotechnology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Three years of full-time employment experience directly related to biotechnology | |
| ❒ | Passing score on each test (written test and performance test) in biotechnology | |
| One of the following: | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in Biotechnology\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree included subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Biotechnology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Building and Property Maintenance\*\* | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to building and property maintenance | |
| ❒ | Passing score on each test (written test and performance test) in building and property maintenance | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

\*\*Note that this license field was previously called: Facilities Management

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education framework in Building and Property Maintenance \* and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Building and Property Maintenance\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| ****Business**** Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to business technology | |
| ❒ | Passing score on each test (written test and performance test) in business  technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

\*\*This field was previously called: Office Technology.

The required associate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in business technology\*. A person with an associate degree or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Business Technology \*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Business Technology \*, and/or in vocational education.

The testing organization. NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Cabinetmaking | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to cabinetmaking | |
| ❒ | Passing score on each test (written test and performance test) in cabinetmaking | |
| One of the following: | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Cabinetmaking\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Cabinetmaking\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Carpentry | | |
| **Preliminary Vocational Technical Teacher License** | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Possession of a Massachusetts Construction Supervisor license | |
| ❒ | Five years of full-time employment experience directly related to carpentry | |
| ❒ | Passing score on each test (written test and performance test) in carpentry | |
| One of the following: | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

MA Construction Supervisor licenses are issued by the MA Department of Public Safety, 1 Ashburton Place, Room 1301, Boston, MA 02108-1618, Tel. 617/727-3200 or 1-800-223-0933 <https://www.mass.gov/construction-supervisor-licensing>

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Carpentry\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Carpentry\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Construction Craft Laborer | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to the construction craft laborer occupation | |
| ❒ | Passing score on each test (written test and performance test) in construction craft laborer. | |
| One of the following: | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Construction Craft Laborer Vocational Technical Education Framework\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Construction Craft Laborer Vocational Technical Education Framework\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Cosmetology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to cosmetology | |
| ❒ | Possession of current Massachusetts Cosmetologist Instructor license | |
| ❒ | Passing score on each test (written test and performance test) in cosmetology. | |
| One of the following: | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of Registration of Cosmetologists at the Division of Professional Licensure, 1000 Washington Street, Suite 710, Boston, MA 02118, Tel (617) 727-3074, issues MA Cosmetologist license and Instructor’s licenses [www.mass.gov/dpl](http://www.mass.gov/dpl)

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Cosmetology\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Cosmetology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Criminal Justice | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to criminal justice | |
| ❒ | Passing score on each test (written test and performance test) in criminal justice | |
| One of the following: | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

The required associate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in criminal justice\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Criminal Justice\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Criminal Justice\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| ****Culinary**** Arts | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to culinary arts | |
| ❒ | Possession of current certification in food sanitation | |
| ❒ | Passing score on each test (written test and performance test) in culinary arts | |
| One of the following: | | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

Food Sanitation certification is issued by the following:

* Experior Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, Tel. 800-200-6241
* National Registry of Food Safety Professionals,1200 E. Hillcrest St., Suite 303, Orlando, FL 32803, Tel. 800-446-0257 ([www.nrfsp.com](http://www.nrfsp.com))
* ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, Tel. 800-765-2122 ([www.servsafe.com](http://www.servsafe.com))

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Culinary Arts\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Culinary Arts\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Dental Assisting | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to dental assisting | |
| ❒ | Possession of current dental assisting certification | |
| ❒ | Passing score on each test (written test and performance test) in dental  assisting | |
| One of the following: | |
| ❒ | Achieve a passing score on the vocational technical literacy skills test |
| ❒ | Achieving a passing score on the Communication and Literacy Skills Test |

The Dental Assisting National Board, 676 N. St. Clair St., Suite 1808, Chicago, Illinois 60611, issues Dental Assisting Certification <http://www.dentalassisting.com/>

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in dental assisting\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Dental Assisting\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Dental Assisting\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Design & Visual Communications | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to design & visual communications | |
| ❒ | Passing score on each test (written test and performance test) in design & visual communications | |
| One of the following: | | |
| ❒ | - achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

The **required** associate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in design & visual communications\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Design and Visual Communications\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Design and Visual Communications\*, and/or in education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Diesel Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to diesel technology | |
| ❒ | Possession of current ASE certification in at least one area of diesel technology | |
| ❒ | Passing score on each test (written test and performance test) in diesel  technology | |
|  | One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel: 703/713-0100 <http://www.natef.org>.

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Diesel Technology\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Diesel Technology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Drafting | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to drafting | |
| ❒ | Passing score on each test (written test and performance test) in drafting | |
|  | One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | - achieve a passing score on the Communication and Literacy Skills Test |

The required associate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in drafting\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Drafting\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Drafting\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Early Education and Care | | | |
| Preliminary Vocational Technical Teacher License | | | |
| ❒ | | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | | Three years of full-time employment experience directly related to early education and care | |
| ❒ | | Passing score on each test (written test and performance test) in early  education and care | |
| One of the following: | | | |
| ❒ | | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredbachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in Early Education and Care\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Early Education and Care\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Electricity | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to electricity | |
| ❒ | Possession of current Massachusetts Journeyman Electrician license | |
| ❒ | Possession of current Massachusetts Master Electrician license | |
| ❒ | Passing score on each test (written test and performance test) in electricity | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of State Examiners of Electricians at the Division of Professional Licensure, 1000 Washington Street, Suite 710, Boston, Massachusetts 02118-6100, Tel. (617) 727-3074, issues MA Master and Journeyman Electrician licenses  [www.mass.gov/dpl](http://www.mass.gov/dpl)

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Electricity\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Electricity\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Electronics | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to electronics | |
| ❒ | Passing score on each test (written test and performance test) in electronics | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in electronics\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredassociate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Electronics\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Electronics\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Engineering Technology | |
| Preliminary Vocational Technical Teacher License | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught |
| ❒ | Three years of full-time employment experience directly related to engineering technology |
| ❒ | Passing score on each test (written test and performance test) in  engineering technology |
| One of the following: |
| * achieve a passing score on the Vocational Technical Literacy Skills Test |
| * achieve a passing score on the Communication and Literacy Skills Test |

The requiredbachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in engineering technology\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Engineering Technology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Environmental Science & Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Three years of full-time employment experience directly related to environmental science & technology | |
| ❒ | Passing score on each test (written test and performance test) in  environmental science & technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredbachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in environmental technology\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Environmental Science & Technology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Fashion Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to fashion technology | |
| ❒ | Passing score on each test (written test and performance test) in fashion technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test (VT |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Fashion Technology\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Fashion Technology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Graphic Communications | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to graphic communications | |
| ❒ | Passing score on each test (written test and performance test) in graphic communications | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Graphic Communications\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Graphic Communications\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Health Assisting | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Three years of full-time employment experience directly related to health assisting | |
| ❒ | Possession of current Massachusetts license as a registered nurse (RN) | |
| ❒ | Passing score on each test (written test and performance test) in health  assisting | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of Registration in Nursing, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 727-9961, issues MA RN License: <http://www.mass.gov/eohhs/gov/departments/dph/programs/hcq/dhpl/nursing/>

The requiredbachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in health assisting\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Health Assisting\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Heating-Ventilation-Air Conditioning-Refrigeration | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to heating-ventilation-air conditioning-refrigeration | |
| ❒ | Possession of a current Section 608 EPA certification at the universal level | |
| ❒ | Passing score on each test (written test and performance test) in heating-ventilation-air conditioning-refrigeration | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

Information about Section 608 EPA Certification at the Universal Level may be found here: <https://www.epa.gov/section608/section-608-technician-certification>

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Heating-Ventilation-Air Conditioning-Refrigeration\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Heating-Ventilation-Air Conditioning-Refrigeration\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Horticulture | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Three years of full-time employment experience directly related to horticulture | |
| ❒ | Possession of a current Massachusetts Pesticide Applicator license | |
| ❒ | Passing score on each test (written test and performance test) in  horticulture | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

MA Pesticide Applicator licenses are issued by the MA Dept. of Food & Agriculture, 251 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 626-1700 <http://www.mass.gov/eea/agencies/agr/pesticides/pesticide-applicator-licensing-and-certification-fees.html>

The requiredbachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in horticulture\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Horticulture\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Hospitality Management | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to hospitality management | |
| ❒ | Possession of current certification in food sanitation | |
| ❒ | Passing score on each test (written test and performance test) in hospitality  management | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

Food Sanitation certification is issued by the following:

* Experior Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, Tel. 800-200-6241
* National Registry of Food Safety Professionals,1200 E. Hillcrest St., Suite 303, Orlando, FL 32803, Tel. 800-446-0257 ([www.nrfsp.com](http://www.nrfsp.com))
* ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, Tel. 800-765-2122 ([www.servsafe.com](http://www.servsafe.com))

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in hospitality management\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredassociate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Hospitality Management\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Hospitality Management\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Information Support Services & Networking | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Possession of four year of full-time employment experience related to  information support services & networking | |
| ❒ | Passing score on each test (written test and performance test) in  information support services & networking | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The **required** associate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in information support services & networking\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Information Support Services & Networking\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in information Support Services & Networking\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Major Appliance Installation/Repairing | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to major appliance installation/repairing | |
| ❒ | Possession of current Section 608 EPA certification at the universal level | |
| ❒ | Passing score on each test (written test and performance test) in major  appliance installation/repairing | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

Information about Section 608 EPA Certification at the Universal Level may be found here: <https://www.epa.gov/section608/section-608-technician-certification>

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Major Appliance Installation/Repairing\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Major Appliance Installation/Repairing\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Marine Service Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to marine service technology | |
| ❒ | Passing score on each test (written test and performance test) in marine service technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Marine Service Technology\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Marine Service Technology, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Marketing | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Three years of full-time employment experience directly related to marketing | |
| ❒ | Passing score on each test (written test and performance test) in marketing | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredbachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in marketing\*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the related to the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Marketing\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Masonry & Tile Setting | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to masonry & tile setting | |
| ❒ | Passing score on each test (written test and performance test) in masonry  & tile setting | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in Masonry & Tile Setting\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Masonry & Tile Setting\*, and/or in education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Medical Assisting | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to medical assisting | |
| ❒ | Possession of current national certification as a medical assistant or medical  assistant/secretary | |
| ❒ | Passing score on each test (written test and performance test) in medical  assisting | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The Licensure Office accepts certification as a Medical Assistant or Medical Assistant/Secretary is accepted from one of the following organizations:

* American Association of Medical Assistants; 20 N. Wacker Dr., Ste. 1575, Chicago, IL 60606. [www.aama-ntl.org](http://www.aama-ntl.org)
* American Medical Technologists; 710 Higgins Road, Park Ridge, IL 60068-5765. [www.americanmedtech.org](http://www.americanmedtech.org)
* National Health Career Association; 134 Evergreen Place, E. Orange, NJ 07018. [www.nhanow.com](http://www.nhanow.com)

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in medical assisting\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredassociate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Medical Assisting\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Medical Assisting\*, and/or in vocational education.

The testing organization NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Metal Fabrication & Joining Technologies | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to metal fabrication & joining technologies | |
| ❒ | Passing score on each test (written test and performance test) in metal  fabrication & joining technologies | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication & joining technologies\*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Metal Fabrication & Joining Technologies\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Painting & Design Technologies | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to painting & design technologies | |
| ❒ | Passing score on each test (written test and performance test) in painting &  design technologies | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Painting & Design Technologies\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Painting & Design Technologies\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

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| Plumbing | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to plumbing | |
| ❒ | Possession of current MA Journeyman Plumber license | |
| ❒ | Possession of a current MA Master Plumber license | |
| ❒ | Passing score on each test (written test and performance test) in plumbing | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of State Examiners of Plumbers & Gas Fitters at the Division of Professional Licensure, 1000 Washington Street, Suite 710, Boston, MA 02118-6100, Tel.  (617) 727-3074, issues MA Master and Journeyman Plumber licenses <https://www.mass.gov/orgs/division-of-professional-licensure>

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in plumbing\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in plumbing\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Power Equipment Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to power equipment technology | |
| ❒ | Passing score on each test (written test and performance test) in power  equipment technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Power Equipment Technology\*, and/or in Vocational Education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Power Equipment Technology\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Programming & Web Development | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to programming & web development | |
| ❒ | Passing score on each test (written test and performance test) in  programming & web development | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in programming & web development\* A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredassociate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Programming & Web Development\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Programming & Web Development\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Radio & Television Broadcasting | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to radio & television broadcasting | |
| ❒ | Passing score on each test (written test and performance test) in radio &  television broadcasting | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in radio & television broadcasting\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredassociate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Radio & Television Broadcasting\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Radio & Television Broadcasting\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Robotics and Automation Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to robotics and automation technology | |
| ❒ | Passing score on each test (written test and performance test) in robotics and automation technology | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The required associate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in Robotics and Automation Technology\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the required associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Robotics and Automation Technology\*, and/or in vocational education.

### A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Robotics and Automation Technology \*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Sheet Metalworking | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to sheet metalworking | |
| ❒ | Passing score on each test (written test and performance test) in sheet  metalworking | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Sheet Metalworking\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Sheet Metalworking\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Stationary Engineering | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to stationary engineering | |
| ❒ | Possession of a current MA First, Second or Third-Class Boiler Engineer license | |
| ❒ | Passing score on each test (written test and performance test) in stationary engineering | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

MA Boiler Engineer licenses are issued by the MA Department of Public Safety, 1 Ashburton Place, Room 1301 Boston, MA 02108-1618, Tel. (617) 727-3200 <http://www.mass.gov/eopss/agencies/dfs/boiler-and-pressure-vessel-program/engineer-and-fireman-licenses.html>

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Stationary Engineering\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Stationary Engineering\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Telecommunications - Fiber Optics | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to telecommunications - fiber optics | |
| ❒ | Passing score on each test (written test and performance test) in telecommunications – fiber optics | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in telecommunications - fiber optics\*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredassociate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Telecommunications - Fiber Optics\*, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Telecommunications - Fiber Optics\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

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| Welding | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | High school diploma or the equivalent | |
| ❒ | Five years of full-time employment experience directly related to welding | |
| ❒ | Possession of current national welding certification | |
| ❒ | Passing score on each test (written test and performance test) in welding | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

National Welding Certification is issued by the American Welding Society (AWS), 550 NW LeJeune Rd., Miami, FL 33126, Tel. (800) 443-9353 <http://www.aws.org>

An associate’s degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to the Technical Knowledge and Skills strand (Strand 2) of the Vocational Technical Education Framework in Metal Fabrication and Joining Technologies\*, and/or in vocational education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in Metal Fabrication & Joining Technologies\*, and/or in vocational education.

The testing organization, NOCTI, handles the administration of the written and performance content tests. Complete information on these tests is available at <https://www.nocti.org/credentials/state-programs/massachusetts/>.

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The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\* The Vocational Technical Education Framework for this program is available at <http://www.doe.mass.edu/ccte/cvte/frameworks/>

**Licensure for Post-Secondary Chapter 74 Programs**

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| Medical Laboratory Technology | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Associate’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Four years of full-time employment experience directly related to medical laboratory technology | |
| ❒ | Passing score on each test (written test and performance test) in the subject matter and skills to be taught. \*Note that these tests are not yet available. Therefore, an applicant may earn this license by fulfilling all other requirements listed here. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application. | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The requiredassociate’s degree or higher degree would include at least 18 credits in subject matter related to medical laboratory technology. A person with an associate degree or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the requiredassociate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to medical laboratory technology, and/or in vocational education.

A master’s degree may substitute for one of the four years of required employment experience provided that it is in the subject matter knowledge and skills to be taught.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

Note that a Vocational Technical Education Curriculum Framework in Medical Laboratory Technology has not been developed.

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| Practical Nursing (LPN) | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree in nursing | |
| ❒ | Three years of full-time employment experience directly related to nursing | |
| ❒ | Possession of current MA license as a registered nurse (RN) | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of Registration in Nursing, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 973-0900, issues MA RN licence <http://www.mass.gov/eohhs/gov/departments/dph/programs/hcq/dhpl/nursing/>.

The requiredbachelor’s degree or higher degree would be in nursing.

A master’s degree may substitute for one of the three years of required employment experience provided that it is in the subject matter knowledge and skills to be taught.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

\*Note that a Vocational Technical Education Curriculum Framework in practical nursing has not been developed.

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| Surgical Technology\*\* | | |
| Preliminary Vocational Technical Teacher License | | |
| ❒ | Bachelor’s degree or higher degree related to the subject matter and skills to be taught | |
| ❒ | Three years of full-time employment experience directly related to operating room technology | |
| ❒ | Passing score on each test (written test and performance test) in the subject matter and skills to be taught.  \*Note that these tests are not yet available. Therefore, an applicant may earn this license by fulfilling all other requirements listed here. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application | |
| One of the following: | |
| ❒ | * achieve a passing score on the Vocational Technical Literacy Skills Test |
| ❒ | * achieve a passing score on the Communication and Literacy Skills Test |

\*\*Note that this license field was previously called: Operating Room Technology

The requiredbachelor’s degree or higher degree would include at least 30 credits in subject matter related to operating room technology. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the requiredbachelor’s or higher degree related to the subject matter and skills to be taught.

Note that a master’s degree may substitute for one of the three years of required employment experience, provided that the degree is in the subject matter knowledge and skills to be taught.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

Note that a Vocational Technical Education Curriculum Framework in operating room technology has not been developed.

## APPENDIX A

**FREQUENTLY ASKED QUESTIONS and ANSWERS**

Additional Q’s and A’s will be added as needed. Please contact the Office of Educator Licensure with any additional questions.

* **What license is comparable to the Provisional Vocational Teacher Approval?** *Preliminary Vocational Technical Teacher license.*
* **What license is comparable to the Full Vocational Teacher Approval?** *Professional Vocational Technical Teacher license.*
* **Is college coursework in education required in order to earn a Vocational Teacher license?** *No. The Preliminary license does not require coursework in education. However, coursework in education will eventually be required in order to advance a Preliminary license to the Professional stage.*
* **Once I have applied for a Preliminary license, does that mean I can begin teaching?** *No. An individual is not eligible for employment until the license has been issued. However, if a school district would like to hire an unlicensed individual, they may apply for a waiver to do so.*
* **How do I get my school district to apply for a waiver for me?** *It is up to the employing school district to decide if they would like to apply for a waiver to hire an unlicensed vocational technical teacher.*
* **My school district has applied for a waiver for me. How do I get it approved?** *The responsibility of getting the waiver approved falls on the school district, not the applicant. However, to help expedite the waiver approval process, applicants should be sure to submit all of their documents with regard to their education, employment history and any occupational license/certification required as these elements will be required for waiver approval.*
* **Is the Sheltered English Immersion (SEI) Endorsement required to earn a Preliminary license?** *No. For licensure purposes, the SEI Endorsement is only required in order to advance a Preliminary license to the Professional stage. However, a school district may require possession of the SEI Endorsement as a condition of employment.*
* **How does the applicant provide evidence of sound moral character?** *The applicant completes and signs the Affidavit as part of the Application form and the Department reviews the response. If necessary, the Department uses the Criminal Record Offender Information System (CORI) for investigative purposes.*
* **What is the fee to apply for a Massachusetts teacher license?** *Your first license application will cost $100. Each additional license that you apply for will cost an additional $25.*
* **Will you accept personal checks for licensure?** *Yes. The Licensure Office will accept* *personal checks, money orders, credit cards or cashier’s checks for licensure.*
* **How does the Department determine if a bachelor or an associate degree is related to the subject matter and skills the candidate for vocational teacher licensure will teach?** *The* *official transcript will give the conferred degree’s particular concentration. For example, a transcript may indicate that an applicant earned a Bachelor of Science with a major in Microbiology. In some cases, the Department may request the* *applicant to obtain a course catalog from the college/university that can provide more specific* *information.*
* **What happens if an applicant earns a Preliminary Vocational Technical Teacher license, but does not obtain a teaching position that requires that license?** *Preliminary licenses are valid for five years of employment, not calendar years. This means that if an educator is not using their license (for whatever reason), the time is not counted against the license. Only time spent working in the role under the license, after the date it has been issued, may count towards the five years of employment.*
* **I have heard a lot about CIP Codes for vocational technical programs. I hold a Professional Vocational Technical Teacher license in carpentry. The facilities management program at my school has a carpentry component. May I teach this component even though the CIP Code is not carpentry?** *Assuming the program/course* *has a vocational technical teacher with a license to teach facilities management, the* *answer is yes. Educators should confer with their school districts to ensure that they hold the appropriate license for their teaching position.*
* **I am a vocational technical teacher in computer programming. I also work part time (three quarters) as my school’s cooperative education coordinator. Do I need to obtain a Cooperative Education Coordinator license?** *Yes, persons employed halftime or more, as* *Cooperative Education Coordinators must hold the cooperative education coordinator* *license.*
* **Does a prospective teacher have to apply for a license if a school district is seeking a waiver?** *Yes. The school district will be unable to apply for a waiver until the educator has applied for the appropriate Preliminary license.*
* **Does related instruction have to be taught by a licensed vocational technical teacher?** *The regulations state that related instruction shall be primarily taught by licensed vocational technical teachers in the specific program area. Core subject teachers may assist in the delivery of related instruction components when their particular expertise will enhance the instruction. Educators should consult with their school district to see what license(s) may be used for a particular position.*
* **Where can I obtain a list of all the vocational technical high school programs in Massachusetts?** *The Chapter 74 Vocational Technical Education Program Directory is the**source. Go to* [*http://www.doe.mass.edu/ccte/cvte/*](http://www.doe.mass.edu/ccte/cvte/) *or call the Career/Vocational Technical**Education unit at the Department of Elementary and Secondary Education (781) 338-3910.*
* **I have a Full Approval in Food Management. I noticed this license was “retired” in 2003. However, I understand that it is valid and that I may renew it in five years. The thing is, I would like to obtain a teaching job in Culinary Arts (one-person shop). Is my Food Management license appropriate or do I have to get a license to teach Culinary Arts?** *Although* *you hold a valid approval, it is not appropriate for Culinary Arts. If you wish to teach in a position that requires the Culinary Arts license, you will need to apply for and earn the Culinary Arts license. Please consult with your school district to determine what is an appropriate license field for a particular position.*
* **Our school has a non-Chapter 74 career and technical education program in Pre- Engineering, which we began with Perkins funds. We have not decided if we will seek Chapter 74 approval for the program. What is considered the appropriate license for the teacher?** *For* *the program to be Chapter 74-approved it must have at least one teacher for each course* *within the program with a Vocational Technical Teacher license in Engineering Technology.* *For a non-Chapter 74 approved career and technical program it is the superintendent’s or* *principal’s call per the “Chapter 71” Regulations for Educator Licensure and Preparation* *Program Approval 603 CMR 7.14 (10) that states: “The role covered by each license is defined* *by the title and requirements of the license. Superintendents and principals intending to employ* *an educator in a role not obviously defined by an existing license must determine the most* *appropriate license by comparing the actual duties and responsibilities of that role with the* *license requirements.” additional teachers in the Chapter 74-approved program/course may include those with licenses appropriate to teach aspects of the program. Examples include Physics, Mathematics, and Technology/Engineering licensed teachers*
* **The regulations state in section 4.03 (5) (b) that “Non-licensed substitute teachers and teacher (instructional) aides shall be supervised by an appropriately licensed vocational technical teacher while serving in a vocational technical laboratory and shall not be allowed to supervise students using hazardous equipment.” Does “appropriately licensed” mean a professional license or will a preliminary do?** *Correct. Both the Preliminary and the Professional licenses are valid licenses to be employed under.*
* **I have a Connecticut certification to teach drafting in Connecticut’s vocational technical schools. Does Massachusetts have a reciprocal agreement with Connecticut for vocational technical teacher licensure?** *At this time Massachusetts has not entered into a reciprocal agreement with any state in regards to vocational licensure. However, you may still qualify to earn the license based on your individual credentials. Please see the appropriate page in this guidebook for a breakdown of the requirements and consider submitting an application and supporting materials to have your information reviewed.*
* **I graduated from a vocational technical high school in Massachusetts. Can any of the employment experience I gained while on “co-op” count toward the employment experience requirement for the Preliminary vocational teacher license?** *Yes, provided it was in the license field, and it can be documented. If you wish to have experience from a co-op experience considered, please submit a letter from the sponsoring school district detailing the dates/hours/nature of the experience.*
* **May volunteer work count toward the employment experience requirement for the Preliminary vocational teacher license?** *Volunteer work that is comparable to employment experience* *except for the paid feature may be creditable toward the employment experience requirement* *for a maximum of one-half the employment experience requirement subject to the review and* *approval of the State Director of Career/Vocational Technical Education.*

**Q's & A’s on Testing:**

* **Do I need to pass the written and performance test before I apply for a license?** *No. There is no prerequisite for submitting a license application. Individuals may apply for a vocational technical teacher license prior to passing the written and performance tests. All requirements must be met for the license to be issued, but interested individuals are encouraged to submit an application and any supporting documents that they have in order to expedite the process.*
* **Would a candidate for a Vocational Technical Teacher license who has passed the Massachusetts Communication and Literary test under the Chapter 71 regulations have to pass the Vocational Technical Literacy Skills Test?** *No. A passing score on the Communications and Literacy Skills Test may count towards a vocational technical education license in lieu of the Vocational Technical Literacy Skills Test.*
* **If there is no written and performance test in the area the candidate will teach at the time a vocational technical teacher candidate applies for a Preliminary Vocational Technical Teacher license and they have met all of the other requirements for licensure, can they be licensed?** *Yes,* *they may be licensed, provided the vocational technical teacher candidate has met all other* *requirements.*
* **I have an advanced degree in English and ten years recent, full-time employment experience in carpentry. Do I have to pass the Vocational Technical Literacy Skills Test?** *Yes, unless you* *passed the Massachusetts Communication and Literacy test. The Literacy Skills Test cannot be ‘waived,’ regardless of the applicant’s credentials.*
* **Once a person passes the applicable written and performance tests for a given license do they have to take them again if they put off applying for licensure for several years?** *No. Once an individual has passed a test, that passing score stands unless the testing requirements change.*
* **I have had a Full Vocational Teacher Approval to teach painting and decorating (now painting and design technologies) since 1995. I never had to take a communication and literacy test. Do I have to take a communication & literacy test now if I apply for a license to teach building and property maintenance?** *No. You will not need to take the literacy skills test if you are pursuing a Vocational Teacher license. However, if you choose to pursue a different category of licensure, such as a Vocational Administrator license OR an Academic license, you will need to achieve a passing score on an appropriate literacy skills test in order to earn the additional license.*
* **I hold the Massachusetts Cosmetology Instructor license which requires its own written and performance exam. Do I still have to take the DESE written and performance tests?** *Yes. Possession of an occupational license does not waive the requirement of a passing score on the DESE written and performance exam.*

1. \* These documents are available on the Licensure Office website at <http://www.doe.mass.edu/licensure/voctech/> They are also available in print form by contacting the Office of Educator Licensure at the telephone number or address listed on the cover. [↑](#footnote-ref-2)