



INSTRUCTIONS for the 2024 DESE- Arkansas Professional Educator Pathway (ArPEP) Program Application Process Applications are accepted from March 1, 2024, through May 31, 2024, for the Year One Summer Academy.

There are multiple ArPEP site locations available. If the site chosen is at capacity OR does not make due to insufficient enrollment numbers, then the applicant will be notified and can choose another site or date as preferred.

BEFORE beginning the on-line application be sure to have the documents listed below. Uploading a copy of the documents to your application will expedite the processing and approval time. Documents needed to meet the minimum admission requirements must be uploaded with your application. Eligibility for admission will **not** be considered until all documents are available and the application is received. Incomplete applications (any missing items) will receive a denial letter.

**MINIMUM REQUIREMENTS (1-3 must be met and uploaded to AELS for admission consideration):**

1. PDF copies of your transcript(s) from each college/university attended including the transcript(s) showing degree(s) conferred. Save or scan all transcripts into one PDF file named Transcripts and upload that file.

**NOTE:** The uploaded copies are NOT considered official. Official transcript(s) MUST be submitted directly from the college/university via electronic submission or mailed to ADE. Request the college/university to send the transcript to the Office of Educator Licensure, Four Capitol Mall, Room 106B, Little Rock, AR 72201, or electronically through EDI with the recipient code ADELIC.

In addition to meeting the above requirements, the applicant must have a 2.5 or higher undergraduate or graduate GPA.

2. PDF copy of your passing score report for the required Praxis Subject Assessment(s). The latest version of your score report received from ETS should show all Praxis tests you've taken. If not, save or scan all Praxis reports into one PDF file named Praxis and upload that file.

NOTE: If a Praxis Subject Assessment for the subject/grade for which you intend to teach has been taken but not yet passed, then please attach a copy of the score report showing the highest score to date. If the highest score to date meets the score for the Alternate Assessment Plan, then admission to ArPEP is possible under this plan. Click [here](#) for details and a score chart.

3. Evidence the applicant has successfully started the required background checks under the Department's Rules Governing Background Checks. Click [here](#) for instructions on how to complete your background checks.

If all documentation above is ready to submit, then complete and submit the ArPEP application by creating an account on [ADE AELS: Home \(arkansas.gov\)](#) and select 'Apply for Arkansas Professional Education Pathway'.

Your application will take 7-10 business days to process. You will receive an acceptance or deficiency letter. There is an initial program fee of \$1500.00 which will be split into two payments. The first payment is due before the first day of summer training.