



**University of Central Arkansas  
Master of Arts in Teaching  
Provisional License Recommendation**

Name: \_\_\_\_\_ Last 4 SSN # xxx - xx -

E-mail Address: \_\_\_\_\_

The person identified above has been admitted to the University of Central Arkansas Master of Arts in Teaching (MAT) program. Because this person is admitted to the MAT program and has met requirements established by the Arkansas Department of Education, he/she may be recommended for a two-year provisional Arkansas teaching license.

Prior to recommendation for the license and its issuance, the candidate must have the signature of the employing superintendent (or designee). Please be advised that candidates in the UCA MAT program, who secure employment as a teacher, will require on-site mentoring by a licensed teacher. The candidate will also be mentored by UCA faculty during the final semester of enrollment in the MAT program. NOTE: The candidate must be continually enrolled and in good standing in the program to retain the provisional license.

**The candidate must have completed the following requirements for the provisional license:**

<p>I verify that I have completed the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Arkansas Child Maltreatment Registry Check</li> <li><input type="checkbox"/> Arkansas State Police and FBI background checks (Fingerprinting)</li> <li><input type="checkbox"/> Online application submitted Step 1 - <a href="http://uca.edu/ocs/mat-provisional-license/">uca.edu/ocs/mat-provisional-license/</a></li> </ul> <p>NOTE: The MAT student is responsible for submitting and paying for all background checks as well as for following up with the appropriate agencies to ensure timely processing and approval. DESE will not issue the license until both parts of the background check are cleared.</p>	<p>To be verified by MAT Office upon receipt of form:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Admitted and currently enrolled in the MAT program</li> <li><input type="checkbox"/> Official transcripts for the bachelor's degree on file in MAT office (if not completed at UCA)</li> <li><input type="checkbox"/> Successful completion of required Praxis Subject Area Assessment(s)</li> <li><input type="checkbox"/> Completion of professional development requirements</li> <li><input type="checkbox"/> Completion of ethics training</li> <li><input type="checkbox"/> Special Educ Only: Completion of 6 credit hours</li> </ul>
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*The completed section below indicates intent to hire the above named MAT candidate.*

\_\_\_\_\_  
Superintendent (or designee) Printed Name

\_\_\_\_\_  
MAT Candidate Employment Date

\_\_\_\_\_  
Subject(s) the applicant will teach

\_\_\_\_\_  
Grade level(s) the applicant will teach

\_\_\_\_\_  
School and District Name

\_\_\_\_\_  
School Address and Phone Number

\_\_\_\_\_  
Superintendent (or designee) Signature

\_\_\_\_\_  
Date

**Return this form to the  
MAT program coordinator**

**MAT@UCA.EDU**

\_\_\_\_\_  
MAT Coordinator Signature