



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

GRETCHEN WHITMER  
GOVERNOR

MICHAEL F. RICE, Ph.D.  
STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** April 24, 2020

**TO:** Educator Preparation Institutions

**FROM:** Leah C. Breen, Director  
Office of Educator Excellence

**SUBJECT:** Temporary Certification Guidance to Assist Candidates During the COVID-19 Crisis

On April 2, 2020 Governor Whitmer signed [Executive Order 2020-35](#) (E.O. 2020-25). Section VIII(A) of E.O. 2020-35 authorizes issuance of a temporary one-year certificate for candidates who have completed a Michigan preparation program and have been unable to take the Michigan Tests for Teacher Certification (MTTCs) due to COVID-19-related test center closures. Section VIII(C) of E.O. 2020-35 temporarily waives the requirement for completion of a department-approved CPR/First Aid course given the lack of availability of such courses due to COVID-19.

**What do Educator Preparation Institutions (EPIs) need to do?**

Institutions will receive a roster of candidates who may be eligible for the certificate. An approved roster, with revisions as appropriate, must be returned to the Michigan Department of Education (MDE) by email. This will be considered the official institutional recommendation of program completion for issuance of a temporary one-year certificate. MDE will use the roster to verify that each applicant is approved for a temporary one-year certificate by an educator preparation institution (EPI). If a candidate applies who is not on the roster, MDE will contact the appropriate EPI for verification of the candidate's eligibility.

**What do candidates need to do?**

Candidates who have satisfied all institutional and MDE requirements should apply for the standard teaching certificate or school counselor license as usual.

Candidates who have satisfied the requirements for certification, except for completion of a CPR/First Aid course, should apply for the standard teaching certificate and follow the instructions provided.

Candidates who have satisfied all certification requirements, except the MTTCs, will receive instructions via direct email to support application for a temporary one-year teaching certificate.

Please contact [UtterbackD@Michigan.gov](mailto:UtterbackD@Michigan.gov) with questions.

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