

**Official Michigan Highly Qualified Secondary Teacher Report**  
Revised September 14, 2007

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|--|---|------------------|
| Full Name (as it appears on Michigan teaching certificate) | Core Academic Subject Area (one form for each subject area) |                  |
| Place of Employment (District)                             | Building  | Telephone Number |

**Note:** All teachers must hold at least a bachelor's degree and full state certification (and be assigned within the subject and grade level validity of the Michigan certificate).

Check one option you have completed that demonstrates you are a Highly Qualified teacher in the core academic content area identified at the top of this page.

- Passed the appropriate MTTC subject content area examination.
- Have an earned academic major in the content area.
- Have an earned master's degree in the content area or a master's degree focused on improving the knowledge and skills needed to teach the content.
- Have coursework equivalent (at least 30 semester hours) of a major in the content area.
- Have National Board Certification in the content area.

Completed one of the following HOUSSE options:

- Have at least three years of teaching experience and have completed, after issuance of the initial teaching certificate, a minimum of 18 semester hours in a core academic subject program of study or towards a master's or higher degree that supports the teaching of the core academic subject. (HOUSSE Option 1)
- Have at least three years of teaching and completed (in the last five years) an individual professional development plan of 90 clock hours of professional development or 6 semester hours of coursework in the content area. (HOUSSE Option 2)
- Demonstrated competence, as outlined in a local performance assessment of employing district (approved portfolio or classroom observation model). (HOUSSE Option 3).

**I hereby certify that I have successfully met the option, as noted above, of the Michigan definition of Highly Qualified teacher for the content area stated above and thereby deemed to be a Highly Qualified teacher as defined in the federal law, ESEA/No Child Left Behind, Section 1119 and Section 9101.**

|                      |      |
|----------------------|------|
| Signature of Teacher | Date |
|----------------------|------|

**MISREPRESENTATION OR FALSIFICATION OF INFORMATION MAY RESULT IN SUSPENSION OR REVOCATION OF THE TEACHING CERTIFICATE.**

Please submit this form to your local district, ISD, or PSA superintendent or chief administrator before September 1, 2007, or upon demonstrating competence before being assigned to a new core academic area.

Mandated by Federal No Child Left Behind Act

Districts are responsible for placing a copy of this form in the teacher's personnel file and providing the teacher with a copy of the completed form for the individual's records.