

# MILITARY SCIENCE STANDARD CERTIFICATE (ENDORSEMENT CODE: 2250)

Please print this page before you apply.

This endorsement entitles the holder to teach **Military Science** in all public schools.

**In order to be eligible for the Standard Certificate, you will need to meet the following:**

- A clear copy of your DD214 showing a minimum of 20 years of military service **or** an original letter from the branch of the service in which you served verifying 20 years of military service.
- A certificate or official letter authorizing employment as a military science instructor from the branch of service in which you served.
- **Please note:** holders of this endorsement may not use it as the basis for obtaining other endorsements. Holders may obtain additional endorsements by meeting applicable requirements outlined in the New Jersey Administrative Code 6A:9-8.1.

#### Fee Information

- The current cost of the certificate is \$95. **No checks or money orders will be accepted**
- Please make the payment online at <http://www.nj.gov/education/educators/license/epay.htm>.
- **Please notify your examiner after payment has been made.**
- If you apply and are denied, you will be charged a fee of \$70.
- **All fees, including money left on file, are nonrefundable**

#### Online Certificate Information

- All information about certificates is now available online, including certificate name, certificate ID number, date of issuance, and expiration date if applicable. Instructions to view this information can be found at [www.state.nj.us/education/educators/license/tcis/instructions.pdf](http://www.state.nj.us/education/educators/license/tcis/instructions.pdf).
- In order to make certification information available more quickly, this information will appear on our website in lieu of the issuance of paper certificates. Additionally, the move to electronic certificates will save costs associated with printing and mailing, as many of our neighboring states have discovered. **Therefore, as of May 15, 2015, paper certificates will no longer be issued.**

IF YOU HAVE MET THE ABOVE REQUIREMENTS, [CLICK HERE](#) TO APPLY ONLINE.

#### Applicant Checklist:

**You cannot complete the entire application process online.** After applying online, please submit **ALL** necessary documentation together **IN A SINGLE PACKET** to the NJ DOE in order to complete your application. Please put your tracking number or Social Security number on all documents that you send to our office. For this particular certificate, you will need to send in the following:

- Oath of allegiance/verification of accuracy form. (Available here: <http://www.nj.gov/education/educators/license/forms/verify.pdf> )
- A clear copy of your DD214 showing a minimum of 20 years of military service **or** an original letter from the branch of the service in which you served verifying 20 years of military service.
- A certificate or official letter authorizing employment as a military science instructor from the branch of service in which you served.
- Fee of \$95 paid online.