

# Short Term Approvals (STA)

Requirements:

## Teaching:

An educator who holds a PEL (issued or completed program status) and has completed all required coursework for an endorsement, but who has not yet passed the required content test, may be issued a short-term approval for the [content area](#) sought.

Validity: 3 Fiscal Years

## School Support & Administrative:

Candidates who have completed all aspects of their program excluding an internship and content test may be issued a short-term approval for the endorsement sought.

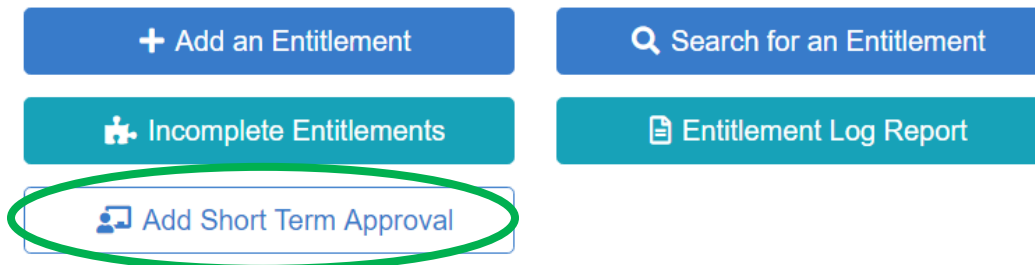
Validity: 1 Fiscal year

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## How to entitle for a Short-Term Approval

### 1. Log-in to ELIS for Administrators

### 2. Select the "Add Short Term Approval" button from the home screen



### 3. Enter the educator's IEIN or SSN/Last name, select Search

Short Term Approval (STA) ×

A screenshot of the 'Short Term Approval (STA)' wizard, specifically the 'Search' step. The wizard has three steps: 'Search' (Find a candidate), 'Add' (Choose Approval), and 'Confirm' (Verify STA for candidate). A warning message states: 'This wizard should only be used to entitle educators for Short Term Approvals. The educator must have a valid PEL on file. Contact your preparation liaison for assistance.' Below the warning, instructions read: 'Please enter the IEIN, or the SSN and last name of the candidate. The candidate must already be in the licensure database to enter the entitlement.' There are three input fields: 'IEIN' with a placeholder '#####', 'SSN' with a placeholder '### ## ####', and 'Last Name'. A 'Search' button is located below these fields and is circled in green. An 'OR' separator is positioned between the IEIN and SSN fields.

**4. The educator's name will appear on the bottom right, confirm and select Next**

Short Term Approval (STA) x

**Search** Find a candidate | **Add** Choose Approval | **Confirm** Verify STA for candidate

**⚠** This wizard should only be used to entitle educators for **Short Term Approvals**. The educator must have a valid PEL on file. Contact your preparation liaison for assistance.

Please enter the IEIN, or the SSN and last name of the candidate. The candidate must already be in the licensure database to enter the entitlement.

IEIN 23

OR

SSN ###-##-#### Last Name

**Search** Found: Berane

Previous **Next**

**5. Select the endorsement and grade range for the approval, select Next**

Short Term Approval (STA) [Beranek, ...] x

**Search** Find a candidate | **Add** Choose Approval | **Confirm** Verify STA for candidate

Endorsement English Language Arts - ELA

Grade Range Senior HS - Grade 9 through Grade 12

Approval Short Term Approval for Teachers at all Grade Levels

Previous **Next**

**6. Confirm the credentials are correct, select Finish**

**7. Once the approval is added, the candidate can log-in to ELIS and apply for the approval.**

## Content Areas Available for STA

<b>AGED</b>	<b>Agricultural Education</b>	<b>GERM</b>	<b>Foreign Language - German</b>
<b>ARAB</b>	<b>Foreign Language - Arabic</b>	<b>GESC</b>	<b>General Science</b>
<b>ART</b>	<b>Art</b>	<b>GGEO</b>	<b>General Geography</b>
<b>BALB</b>	<b>Bilingual Education Teacher - Albanian</b>	<b>GIF</b>	<b>Gifted Education Teacher</b>
<b>BARA</b>	<b>Bilingual Education Teacher - Arabic</b>	<b>GREE</b>	<b>Foreign Language - Greek</b>
<b>BASS</b>	<b>Bilingual Education Teacher - Assyrian</b>	<b>GUJ</b>	<b>Foreign Language - Gujarati</b>
<b>BBEN</b>	<b>Bilingual Education Teacher - Bengali</b>	<b>HEB</b>	<b>Foreign Language - Hebrew</b>
<b>BBUL</b>	<b>Bilingual Education Teacher - Bulgarian</b>	<b>HEED</b>	<b>Health Education</b>
<b>BCAN</b>	<b>Bilingual Education Teacher - Cantonese/Chinese</b>	<b>HIND</b>	<b>Foreign Language - Hindi</b>
<b>BCRE</b>	<b>Bilingual Education Teacher - Creole</b>	<b>ITAL</b>	<b>Foreign Language - Italian</b>
<b>BFIL</b>	<b>Bilingual Education Teacher - Filipino</b>	<b>ITE</b>	<b>Industrial Technology Education</b>
<b>BFRE</b>	<b>Bilingual Education Teacher - French</b>	<b>JAPA</b>	<b>Foreign Language - Japanese</b>
<b>BGER</b>	<b>Bilingual Education Teacher - German</b>	<b>KORE</b>	<b>Foreign Language - Korean</b>
<b>BGRE</b>	<b>Bilingual Education Teacher - Greek</b>	<b>LA</b>	<b>Language Arts</b>
<b>BGUJ</b>	<b>Bilingual Education Teacher - Gujarati</b>	<b>LATI</b>	<b>Foreign Language - Latin</b>
<b>BHAI</b>	<b>Bilingual Education Teacher - Haitian</b>	<b>LGLA</b>	<b>Foreign Language - Lingala</b>
<b>BHEB</b>	<b>Bilingual Education Teacher - Hebrew</b>	<b>LIS</b>	<b>Library Information Specialist</b>
<b>BHIN</b>	<b>Bilingual Education Teacher - Hindi</b>	<b>LITH</b>	<b>Foreign Language - Lithuanian</b>
<b>BHMO</b>	<b>Bilingual Education Teacher - Hmong</b>	<b>MAND</b>	<b>Foreign Language - Mandarin</b>
<b>BISC</b>	<b>Biological Science</b>	<b>MATH</b>	<b>Mathematics</b>
<b>BITA</b>	<b>Bilingual Education Teacher - Italian</b>	<b>MUS</b>	<b>Music</b>
<b>BJAP</b>	<b>Bilingual Education Teacher - Japanese</b>	<b>PE</b>	<b>Physical Education</b>
<b>BKHM</b>	<b>Bilingual Education Teacher - Khmer</b>	<b>PHSC</b>	<b>Physical Science</b>
<b>BKOR</b>	<b>Bilingual Education Teacher - Korean</b>	<b>PIDU</b>	<b>Provisional In-State Educator</b>
<b>BLAO</b>	<b>Bilingual Education Teacher - Lao</b>	<b>POLI</b>	<b>Foreign Language - Polish</b>
<b>BLIT</b>	<b>Bilingual Education Teacher - Lithuanian</b>	<b>PORT</b>	<b>Foreign Language - Portuguese</b>
<b>BMAN</b>	<b>Bilingual Education Teacher - Mandarin/Chinese</b>	<b>PRIN</b>	<b>Principal*</b>
<b>BMC</b>	<b>Business, Marketing and Computer Education</b>	<b>READ</b>	<b>Reading Teacher</b>
<b>BMCP</b>	<b>Business, Marketing and Computer Ed - Programming</b>	<b>RUSS</b>	<b>Foreign Language - Russian</b>
<b>BMM</b>	<b>Business, Marketing and Management</b>	<b>SCB</b>	<b>Foreign Language - Serbian-Croatian-Bosnian</b>
<b>BPAN</b>	<b>Bilingual Education Teacher - Panjabi</b>	<b>SCES</b>	<b>Science-Earth and Space Science</b>
<b>BPIL</b>	<b>Bilingual Education Teacher - Pilipino</b>	<b>SCG3</b>	<b>Early Childhood Education (Self Contained General Education)</b>
<b>BPOL</b>	<b>Bilingual Education Teacher - Polish</b>	<b>SCGE</b>	<b>Elementary Education (Self Contained General Education)</b>
<b>BROM</b>	<b>Bilingual Education Teacher - Romanian</b>	<b>SCIB</b>	<b>Science-Biology</b>
<b>BRUS</b>	<b>Bilingual Education Teacher - Russian</b>	<b>SCIC</b>	<b>Science-Chemistry</b>
<b>BSCB</b>	<b>Bilingual Teacher Serbo-Croatian-Bosnian</b>	<b>SCIE</b>	<b>Science-Environmental</b>
<b>BSPA</b>	<b>Bilingual Education Teacher - Spanish</b>	<b>SCIP</b>	<b>Science-Physics</b>
<b>BTEL</b>	<b>Bilingual Education Teacher - Telugu</b>	<b>SCOU</b>	<b>School Counselor*</b>
<b>BTHA</b>	<b>Bilingual Education Teacher - Thai</b>	<b>SDE</b>	<b>Safety &amp; Driver Education</b>
<b>BUKR</b>	<b>Bilingual Education Teacher - Ukrainian</b>	<b>SLPN</b>	<b>Speech Language Pathologist (Non-Teaching)*</b>
<b>BULG</b>	<b>Foreign Language - Bulgarian</b>	<b>SN</b>	<b>School Nurse*</b>
<b>BURD</b>	<b>Bilingual Education Teacher - Urdu</b>	<b>SOSC</b>	<b>Social Science</b>
<b>BVIE</b>	<b>Bilingual Education Teacher - Vietnamese</b>	<b>SP</b>	<b>Speech</b>
<b>CANT</b>	<b>Foreign Language - Cantonese</b>	<b>SPAN</b>	<b>Foreign Language - Spanish</b>
<b>COAP</b>	<b>Computer Applications</b>	<b>SPSY</b>	<b>School Psychologist*</b>
<b>COSC</b>	<b>Computer Science</b>	<b>SPTH</b>	<b>Speech/Theatre</b>
<b>CSBO</b>	<b>Chief School Business Official*</b>	<b>SREA</b>	<b>Reading Specialist</b>
<b>DA</b>	<b>Dance</b>	<b>SSEC</b>	<b>Social Science-Economics</b>
<b>DSE</b>	<b>Director of Special Education*</b>	<b>SSGE</b>	<b>Social Science-Geography</b>
<b>DTA</b>	<b>Drama/Theatre Arts</b>	<b>SSHI</b>	<b>Social Science-History</b>

<b>DUTC</b>	<b>Foreign Language - Dutch</b>	<b>SSPS</b>	<b>Social Science-Political Science</b>
<b>ELA</b>	<b>English Language Arts</b>	<b>SSPY</b>	<b>Social Science-Psychology</b>
<b>ENBU</b>	<b>English as a New Language - Bilingual Bulgarian</b>	<b>SSSA</b>	<b>Social Science-Sociology and Anthropology</b>
<b>ENJA</b>	<b>English as a New Language - Bilingual Japanese</b>	<b>SSW</b>	<b>School Social Worker*</b>
<b>ENL</b>	<b>English as a New Language</b>	<b>SUPT</b>	<b>Superintendent*</b>
<b>ENLK</b>	<b>English as a New Language - Bilingual Korean</b>	<b>TEED</b>	<b>Technology Education</b>
<b>ENPO</b>	<b>English as a New Language - Bilingual Portuguese</b>	<b>TESP</b>	<b>Technology Specialist</b>
		<b>THDR</b>	<b>Theatre/Drama</b>
<b>ENRU</b>	<b>English as a New Language - Bilingual Russian</b>	<b>UKRA</b>	<b>Foreign Language - Ukrainian</b>
<b>ENSP</b>	<b>English as a New Language - Bilingual Spanish</b>	<b>URDU</b>	<b>Foreign Language - Urdu</b>
<b>ESL</b>	<b>English As A Second Language</b>	<b>VART</b>	<b>Visual Arts</b>
<b>FACA</b>	<b>FACS - Apparel &amp; Textiles</b>	<b>VIET</b>	<b>Foreign Language – Vietnamese</b>
<b>FACL</b>	<b>FACS - Living Environments</b>		
<b>FACN</b>	<b>FACS - Nutrition, Wellness &amp; Hospitality</b>		
<b>FACS</b>	<b>Family &amp; Consumer Science</b>		
<b>FILI</b>	<b>Foreign Language - Filipino</b>		
<b>FREN</b>	<b>Foreign Language - French</b>		
<b>GAL</b>	<b>Foreign Language – Galician</b>		

**\* Program codes with a \* are valid for 1 year only**