



### Industry-Based Certification Requirements: Teachers

*Bulletin 746, Chapter 5: All Louisiana teachers providing instruction in a course that leads to an IBC must hold the certification that they're teaching students to attain.*

Instructor Certification Requirements (by certifying agency)	Web Foundations Associate teacher certification is required. The following links detail the <a href="#">CIW Certified Instructor Program Guide</a> and how to become a <a href="#">CIW Certified Instructor</a> . The <a href="#">CIW Certified Instructor Application</a> is available online and school system Equipment and Hardware requirements are found <a href="#">here</a> .				
Proctoring / Test Security (if any)	CIW exams are administered under secure, proctored conditions at <a href="#">Authorized Prometric and Pearson VUE testing centers</a> . Prometric and Pearson VUE confirm the identity of exam candidates and provide a controlled environment for collecting and transmitting exam results.				
<b>Certification Tracking</b>					
Credentialing Documentation	CIW maintains all documentation. Students create their own account in the <a href="#">CIW Candidate Information Center</a> and can track the CIW Web Foundations Associate certification (and other certifications offered by CIW) online. Students can print out copies of their certifications they have earned. <i>Teachers can track the certification results of their students using the student voucher number used for the exam. Schools will not be able to track the results of students who take the exam at a public testing center without the cooperation /disclosure by the student.</i>				
Certification Tracking System	Online Tracking System?	Yes	Details	N/A	
Other Details	Expiration Timeframe?	CIW certifications do not expire. However, the CIW skills objectives and certification exams are revised periodically when the industry dictates that updates are needed.			
<b>Certification Costs / Funding Sources</b>					
Cost Details	Packages available (voucher or site license) One voucher = \$150, as is the exam cost of \$150. Vouchers expire 12 months from purchase date. Regional or statewide pricing opportunities may be available.				
Re-test / Refund Policies	Exam fees are not refundable.				
Funding Sources <sup>2</sup>	CDF?	Yes	Perkins?	Yes	Alternative Source (other than General Funds)
<b>For More Information</b>					
Certifying Agency Contact Info	Mary Zimmerman <a href="mailto:mzimmerman@certification-partners.com">mzimmerman@certification-partners.com</a> (602) 794-4128 (888) 303-6943				
LDE Contact	<a href="mailto:JumpStart@La.Gov">JumpStart@La.Gov</a>				
Jump Start Regional Team Experts	Jessica Vallelungo - St. Bernard Parish School Board <a href="mailto:jessica.vallelungo@sbpsb.org">jessica.vallelungo@sbpsb.org</a>				

1 – This table may not include all the graduation pathways this credential appears in. Please check the [graduation pathway](#) you are working with if you have a question as to whether or not this credential is part of that pathway.

2 – CDF = [Career Development Fund](#)