

How to Complete HQT Teacher Status Sheet

The Teacher HQT Status report will generate a status sheet for each teacher with a list of core courses they are teaching. Each teacher should review this report and verify their Highly Qualified Certifications for each section of the core academic content area(s) they teach. Core subject areas include: *English, Reading, Language Arts, Math, Science, Civics and Government, Economics, Arts (including music, visual arts, dance, and drama).*

1. Verify that all the courses you are teaching are listed on the Teacher HQT Status Sheet.

 **NOTE:** If there is a course you are teaching that is not listed, notify your principal.

2. Enter the **HQT Status Code** for each core course and section you are teaching.
3. Sign and date the sheet.
4. Return the sheet to your building secretary or your principal as instructed.



Teacher HQT Status Sheet

HQT Reporting is only applicable for core subjects

(English, Language Arts, Reading, Science, Math, Arts, Foreign Language, Government and Civics, History, Economics, and Geography)

HQT Status Codes

Each course below must have one of the following codes assigned:

- | | |
|---|------------------------------------|
| 1. NTE/Praxis II | 7. National Board of Certification |
| 2. Academic Major/ 30 hrs in content area | 8. Expanded HQT Rubric |
| 3. Master's Degree | 9. 90 Clock Hours |
| 5. 5 Year Professional License | N Teacher does not meet HQT |
| 6. Permanent Certificate | |

District:	Columbus City Schools	District IRN:	043802
Building:	15-16 Centennial HS	Building IRN:	068536
Principal:	Stephanie C. Porta		
Teacher:	Barry, Sarah		

Current Year Courses	Course Section	HQT Status Code
922000-HUMANITIES:ENGLISH 10	1	
920020-INTRO WORLD LIT & COMP 10	1	
920020-INTRO WORLD LIT & COMP 10	4	
920020-INTRO WORLD LIT & COMP 10	5	

I hereby assure that all information presented is correct and is acceptable for reporting for No Child Left Behind highly qualified teacher requirements as stated in Section 1111, 1119, and 9101.

Teacher Signature: _____ Date: _____

Report Run Date 10/29/2015 9:13:38 AM

Please Remember!

It is the responsibility of the teacher to provide accurate information. You may be asked to provide proof of your highly qualified status by State or Internal Auditors.

