

How to Write Certification on Resume as an Intern

For list of classes that can be taught under each endorsement (with two-letter endorsement codes), see the following link from the MDE web site: <http://bit.ly/michendorsements>

Certification examples in which coursework for teaching major(s) and minor(s) is completed and all MTTC subject area tests will be completed by the time of recommendation. Date reflects anticipated recommendation of certification.

Elementary Example with Language Arts and ZS Endorsement

Michigan Elementary Standard Certificate May 20XX
K-5 All Subjects (K-8 All Subjects Self-Contained Classroom)
K-8 Language Arts (BX)
PreK-K Early Childhood – General and Special Education (ZS)

Special Education Example with TESOL

Michigan Elementary Standard Certificate May 20XX
K-5 All Subjects (K-8 All Subjects Self-Contained Classroom)
K-12 Learning Disabilities (SM)
K-8 English as a Second Language (NS)

Secondary Example with Social Studies & History

Michigan Secondary Standard Certificate May 20XX
6-12 Social Studies (RX)
6-12 History (CC)

Secondary Example with Math, Biology, and Integrated Science

Michigan Secondary Standard Certificate May 20XX
6-12 Mathematics (EX)
6-12 Biology (DA)
6-12 Integrated Science (DI)

Secondary Example with Art

Michigan Secondary Standard Certificate May 20XX
K-12 Art Education (LQ)

Special Notes:

- To obtain an endorsement on your teaching certificate, all coursework must be completed for the teaching major and minor and the MTTC subject area test must be passed.
- Do not communicate any endorsements on your resume in which you do not anticipate completing before recommendation of certification.
- Keep your resume up-to-date and reflective of your most current certifications.