## **Institutional Recommendation:**

- Once you have completed all required courses and exams depending upon your program, you are eligible to apply for your Arizona Visual Impairments Teaching Certification through the University. This process is called Institutional Recommendation(IR).
- Please download the IR request form from the following link: https://www.coe.arizona.edu/sites/coe/files/ir request sheet rev 1.2015.doc
- Once you have downloaded the form please follow the link that best describes your academic status.

https://www.coe.arizona.edu/ir/7

- The IR can only be granted within one year from the date of your program completion. If, by any reason, you are applying for your Certification beyond this date, you will need to apply directly to Arizona Department of Education.
- Additional information about the application process and necessary forms can be found here: <a href="http://www.azed.gov/educator-certification/certificate-requirement/special-education/">http://www.azed.gov/educator-certification/certificate-requirement/special-education/</a>