

Frequently Asked Questions for Georgia Students Enrolled in UWA Programs

Students Seeking Initial Certification

- Note, candidates cannot apply for reciprocity, they must attempt the GACE.
- I am a student completing Field Experiences in GA school. What should I do to be sure this is approved?
 - *Students completing Field Experiences in GA schools must have the pre-service certificate issued prior to beginning Field Experiences. [Click here to access the GA Candidate Guide to Pre-Service Certification.](#)*
- I have completed my program and all UWA requirements. How do I begin the process to obtain my Professional Educator Certificate?
 - *Once your degree is posted, send an e-mail to certification@uwa.edu to indicate our office needs to make the recommendation on the GAPSC portal.*
 - *Once the recommendation is submitted, you will submit an application via the Applications/Documentation/Status tab of your MYPSC Account.*

Students Seeking to Upgrade a Professional GA Certificate

- I am a GA certified educator seeking to upgrade my Level 4 (Bachelor's) certificate to a Level 5 (Master's) OR Level 5 (Master's) to a Level 6 (Education Specialist) certificate in the same field.
 - *Prior to enrolling, you should view the GA Certificate Upgrade Advisor in your MYPSC account to verify the program is approved for upgrade.*
 - *If approved for upgrade, you will submit an application request via the Applications/Documentation/Status tab of your MYPSC Account.*
 - *Official transcripts can be requested by going to this link <https://www.uwa.edu/university-departments/office-of-the-registrar/> and scrolling to the section titled "Requesting a Transcript."*

Students Seeking to Add A New Area to their Existing GA Certificate (ex. – School Counseling, Library Media)

- I am seeking to add a new area/endorsement to my GA Professional Certificate.
 - *Once your degree is posted, send an e-mail to certification@uwa.edu to indicate our office needs to make the recommendation on the GAPSC portal.*
 - *Once the recommendation is submitted, you will submit an application via the Applications/Documentation/Status tab of your MYPSC Account.*