Requirements for the Educational Technician Certificate

If you believe you qualify for this certificate, please submit an initial application through our online MEIS system. There is only one Educational Technician application, you will be issued the highest level available to you.

Educational Technician I: hold a high school diploma or GED. **Educational Technician II**: document a minimum of 60 college credits of approved study in an educationally related field, if using professional development/contact hours you will need 900 separate training hours **Educational Technician III**: document a minimum of 90 college credits of approved study in an educationally related field. If using professional development/contact hours, you will need 1350 separate training hours.
To be issued a certificate, applicant must complete background check approval (CHRC) – based on fingerprints

Helpful Tips:

- For fingerprint information please visit: https://www.maine.gov/doe/cert/fingerprinting
- If you are looking to upgrade your ed tech certificate, you will need to submit an initial application along with new transcripts or contact hours.
- Please make sure all logs have been signed by a supervisor or HR before uploading to file to prevent any delays in your processing time.