



Important PSNC Teacher Certification Application Information

This is very important information for:

- the supervisor of staff members who are working on their PSNC Teacher Certification and
- for the person beginning work on PSNC Teacher Certification.

It is very important that the supervisor and the PSNC Teacher Certification student review the following information as they start the PSNC Teacher Certification work.

PSNC Teacher Certification is required for a center to purchase PSNC materials and to conduct a PSNC class. The Information provided here is a thorough explanation of the Certification process and materials. Please read all of the information thoroughly.

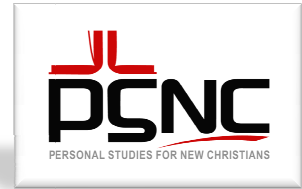
Your ministry will be enriched by this effective and proven teaching method. All staff will benefit from being PSNC certified.

Materials List

Here is what you will need:

Items 1 through 10 are available at <https://store.teenchallengeusa.com>

- On the yellow bar click on “Training Resources”
- Then under “shop by” click on “Certifications”
- Then click on “Personal Studies for New Christians”



1. **Applications** – (listed under “PSNC downloadable materials”) these are free documents that you download directly from the website.

- Click on the “**Provisional**” to download and print out a copy of the application
- Click on the “**Full**” to download and print out a copy of the full application

These two documents (Provisional Application and Full Application) are the key to the entire procedure. You will need both. *You will need to complete all the steps in both lists.* Start with the provisional and begin doing the steps – one step at a time. When everything is completed on the Provisional Application you will then begin work on the Full Application. *You will need the remainder of the items listed below in order to complete the step listed on both the provisional and full applications.*

2. **Notebook** (4 sections – listed under “PSNC downloadable materials”) – these are free pdf documents that you download directly from the website. (These documents are large and will take a while to print out.)
- Click on **Section 1** to download and print out the first section of the notebook
 - Do this for **Section 2, Section 3, and Section 4** as well.

3. Purchase a copy of **PSNC Set-up procedures** (if you do not have one).

4. Purchase a set of the **Teacher Certification Audio CD’s** (one set for your center library)

OR

Purchase a set of **Teacher Certification DVD’s** (one set for your center library) **AND** a **Teacher Certification DVD Workbook** – one for each staff member being certified.

*You need the **Teacher Certification Audio CD’s** **OR** **Teacher Certification DVD’s** and the accompanying **Teacher Certification DVD Workbook**. It is your decision to have the audio or the DVD. You do not need both.*

5. You need the book **How to Be a People Helper** – it is up to you whether you purchase one for each staff or one for a library that the staff borrows from.
6. You need the book **Creative Bible Teaching** – it is up to you whether you purchase one for each staff or one for a library that the staff borrows from.
7. You need the book **Teaching to Change Lives** – it is up to you whether you purchase one for each staff or one for a library that the staff borrows from.
8. If you do not have the **Final Test Answer Key Book** you will need to purchase one. This was revised in the last part of 2008.
9. If you do not have the **Self Test Answer Key Book** you will need to purchase one. This was revised in the last part of 2008.
10. If you do not have the **Student Lesson Answer Key Book** you will need to purchase one. This was revised in the last part of 2008.

- 11.** You will also need one full set of PSNC Student materials. If you have an operational PSNC classroom, the staff that is working on certification can pull these materials from your student materials as they need them. Or you can purchase them at <https://store.teenchallengeusa.com>
- On the yellow bar click on “Student Materials”
 - Then under “shop by” click on “PSNC”
 - You can buy one of each study by clicking on the item, “PSNC Student Set (Bundle)”

Here is a complete list of the Student materials

- 101 – Does God Have Plans for My World?
- 102 – A New Look at Life?
- 103 – Yes! I Want to Become a Christian
- 104 – My Questions About Christianity
- 105 – I’m Not Sure If I Am a Christian
- 106 – Now That I’
- 108 – Who is God?
- 109 – God’s Plan for the Family
- 201 – Showing Kindness – Ephesians 4:32
- 202 – Forgiving Others – Colossians 3:13
- 203 – Your Thoughts – Philippians 4:8-9
- 204 – A New Way of Talking – Ephesians 4:29
- 205 – Showing Respect
- 206 - Enthusiasm
- 207 – Showing Gentleness
- 301 – I’m Here
- 302 – New Hope for Life
- 303 – Go See the Judge
- 304 – Discoveries for Today
- 305 – Biography of My Family
- 306 - Responsibility
- 307 – My Life of Work
- 308 – Interviewing Christian Workers
- 309 – Sometimes I Feel Like Leaving
- 401 – God’s Expression of Love
- Bible Reading Class
- Character Quality Class
- Personal Reading Class
- Scripture Memory Class
- Sunday Sermon Personalization Class

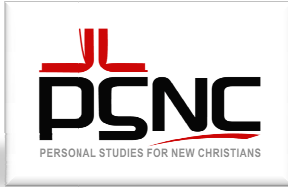
To actually set up and run a PSNC classroom you will need all of these materials (#11 above) for your students and you will also need the Worksheets and Forms listed on the web store:

<https://store.teenchallengeusa.com> ; Click on “Student Materials”, then click on “PSNC”, then click on “Forms”.

Send in the Background Questionnaire in when you begin the Teacher Certification Work

The Personal Teaching Background Questionnaire should be mailed in as soon as the applicant begins work on the Teacher Certification.

- This document is the first item in the “Section 1.pdf” document (Section 1-1 -- page 1 and 2)



**Review the following information
before sending in your Provisional Application**

All of the following items must be completed and sent to the national office in the following order for your application to be reviewed and approved. Disorganized or incomplete work will be returned for correction.

Prior to mailing completed work, the supervisor should review the PSNC Teacher Certification paperwork being sent to the national office for approval, to ensure that it is correct.

Many centers are using outdated PSNC materials, materials that are being photo copied, often in the wrong order. Go to <https://store.teenchallengeusa.com> to download the most up to date applications and certification materials. See the Materials List for a complete list of all the materials you will need for certification.

All of the following items must be completed and sent to the national office in the following order for your application to be reviewed and approved.

1. \$20 application fee
2. The Provisional Teacher Certification Application
 - This document is 6 pages long - staple together in the correct order.
 - All 33 steps must be complete. "N/A" (not applicable) or any other such answer is not acceptable and will result in the application being returned to the applicant.
 - Complete all work for each step and answer the questions as if you were a teacher and going to be teaching. "I am not a teacher", "I am not going to become a teacher", "N/A" (not applicable) and any other such answers are not acceptable answers.
3. Place all 5 items listed on the last page (page 6) of the Provisional Teacher Certification Application in the order they are listed after the application.
 - All must be complete.

Mail all items to the address as indicated on page 6 of the Provisional Teacher Certification Application.

Summary list of **Provisional Certification** items that must be completed and received in this order:

1. \$20 Application fee
2. Background Questionnaire (2 pages)(if not sent previously)
3. Provisional Teacher Certification Application (6 pages)
4. Scripture verse for step 13 of the Provisional Application
5. Your work on the Character Quality you chose for #23.
6. Teacher Training Lessons 1, 2, and 3
7. Reading Project Record Sheet for the book, *Teaching to Change Lives*.
(Section 1-10 – pages 1 and 2)
8. The DVD Training Workbook (if the DVD curriculum was utilized).

Mail all these items to the address indicated on Page 6 of the Provisional Teacher Certification Application.

If you have any questions call Kay at 417-581-2181 or email her at kayb@teenchallengeusa.com.

Review the following information before sending in your Full Application



All of the following items must be completed and sent to the national office in the following order for your application to be reviewed and approved. Disorganized or incomplete work will be returned for correction.

Prior to mailing completed work, the supervisor should review the PSNC Teacher Certification paperwork being sent to the national office for approval, to ensure that it is correct.

Many centers are using outdated PSNC materials, materials that are being photo copied, often in the wrong order. Go to <https://store.teenchallengeusa.com> to download the most up to date applications and certification materials. See the Materials List for a complete list of all the materials you will need for certification.

All of the following items must be completed and sent to the national office in the following order for your application to be reviewed and approved.

1. The Full Teacher Certification Application
 - This document is 6 pages long - staple together in the correct order.
 - All 47 steps must be complete. "N/A" (not applicable) or any other such answer is not acceptable and will result in the application being returned to the applicant.
 - Complete all work for each lesson and answer the questions as if you were a teacher and going to be teaching. "I am not a teacher", "I am not going to become a teacher", "N/A" (not applicable) and any other such answers are not acceptable answers.
 - All must be complete.
2. Next, place the *How to Be a People Helper* Reading Project Record Sheets.
(Section 1-11 – pages 1 and 2)
 - All reading must be complete
3. Next, place the *Creative Bible Teaching* Reading Project Record Sheets .
(Section 1-12 – pages 1 and 2)
 - All reading must be complete.

Mail all three items to the address as indicated on Page 6 of the Full Teacher Certification Application.

Summary list of **Full Certification** items that must be completed and received in this order:

1. Full Teacher Certification Application (6 pages)
2. Reading Project Record Sheet for the book, *How to Be a People Helper*.
(Section 1-11 – pages 1 and 2)
3. Reading Project Record Sheet for the book, *Creative Bible Teaching*.
(Section 1-12 – pages 1 and 2)

Mail all these items to the address indicated on Page 6 of the Full Teacher Certification Application.

If you have any questions call Kay at 417-581-2181 or email her at kayb@teenchallengeusa.com.