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For Department of State Use Only

Sequence Number: 05-26-15
Rule ID(s): 5956
File Date: 05-29-15
Effective Date: 08-27-15

Proposed Rule(s) Filing Form

Proposed rules are submitted pursuant to T.C.A. §§ 4-5-202, 4-5-207 in lieu of a rulemaking hearing. It is the intent of the Agency to promulgate these rules without a rulemaking hearing unless a petition requesting such hearing is filed within sixty (60) days of the first day of the month subsequent to the filing of the proposed rule with the Secretary of State. To be effective, the petition must be filed with the Agency and be signed by twenty-five (25) persons who will be affected by the amendments, or submitted by a municipality which will be affected by the amendments, or an association of twenty-five (25) or more members, or any standing committee of the General Assembly. The agency shall forward such petition to the Secretary of State.

Agency/Board/Commission:	State Board of Education
Division:	
Contact Person:	Angela C. Sanders
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Revision Type (check all that apply):

___ Amendment
X New
X Repeal

Rule(s) Revised (**ALL** chapters and rules contained in filing must be listed here. If needed, copy and paste additional tables to accommodate multiple chapters. Please enter only **ONE** Rule Number/Rule Title per row)

Chapter Number	**Chapter Title**
0520-02-04	Licensure
Rule Number	**Rule Title**
0520-02-04-.01	General Information and Regulations

Educator Preparation
Chapter 0520-02-04
Repealed/New

Rule 0520-02-04 Licensure is repealed in its entirety and the following title is inserted, so that the new title shall be Educator Preparation.

Rule 0520-02-04 Licensure is repealed in its entirety and the following language is inserted, so that the new rule shall read:

0520-02-04 Educator Preparation

0520-02-04-.01 General Information and Regulations.

(1) All educator preparation providers and the licensure programs they offer must be approved by the State Board of Education. Approval shall be awarded based on policies established by the State Board of Education.

(2) Licensure programs may be offered by Tennessee institutions of higher education, Tennessee local education agencies, education-related organizations, or the Tennessee Department of Education.

(3) All approved educator preparation providers offered by Tennessee institutions of higher education and education-related organizations must establish and document a collaborative partnership with at least one Tennessee local education agency. Requirements for this partnership are defined in State Board of Education policy.

(4) Licensure programs, which are conditionally or fully approved by the State Board of Education according to State Board of Education Policy, will be eligible to prepare and recommend candidates for licensure.

(5) Educator preparation providers must identify the area(s) of endorsement, for which the candidate is recommended, when the licensure application is submitted. Eligibility for endorsement areas are defined in State Board of Education policy.

(6) Educator preparation providers that offer programs for additional endorsements shall submit to the Tennessee Department of Education a list of specialty areas in which additional endorsements are offered. Providers will verify completion of the appropriate course requirements to the Tennessee Department of Education.

Authority: T.C.A. § 49-1-302.

* If a roll-call vote was necessary, the vote by the Agency on these rules was as follows:

Board Member	Aye	No	Abstain	Absent	Signature (if required)
Ayers		X			
Edwards	X				
Chancey		X			
Pearre	X				
Roberts	X				
Rogers		X			
Rolston	X				
Sloyan	X				
Wright					
Student Member				X	

I certify that this is an accurate and complete copy of proposed rules, lawfully promulgated and adopted by the State Board of Education on 08/16/2013, and is in compliance with the provisions of T.C.A. § 4-5-222. The Secretary of State is hereby instructed that, in the absence of a petition for proposed rules being filed under the conditions set out herein and in the locations described, he is to treat the proposed rules as being placed on file in his office as rules at the expiration of sixty (60) days of the first day of the month subsequent to the filing of the proposed rule with the Secretary of State.

Date: 1/26/15

Signature:

Name of Officer: Dr. Sara Heyburn

Title of Officer: Executive Director

PHYLLIS E. CHILDRESS STATE OF TENNESSEE NOTARY PUBLIC DAVIDSON COUNTY MY COMMISSION EXPIRES January 9, 2016

Subscribed and sworn to before me on: 1/26/15

Notary Public Signature: Phyllis E. Childress

My commission expires on:

All proposed rules provided for herein have been examined by the Attorney General and Reporter of the State of Tennessee and are approved as to legality pursuant to the provisions of the Administrative Procedures Act, Tennessee Code Annotated, Title 4, Chapter 5.

Herbert H. Slatery III
Attorney General and Reporter

February 10, 2015
Date

Department of State Use Only

Filed with the Department of State on: 05-29-15

Effective on: 08-27-15

Tre Hargett
Secretary of State

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PUBLICATIONS

Regulatory Flexibility Addendum

Pursuant to T.C.A. §§ 4-5-401 through 4-5-404, prior to initiating the rule making process as described in T.C.A. § 4-5-202(a)(3) and T.C.A. § 4-5-202(a), all agencies shall conduct a review of whether a proposed rule or rule affects small businesses.

Not applicable.

Impact on Local Governments

Pursuant to T.C.A. §§ 4-5-220 and 4-5-228 "any rule proposed to be promulgated shall state in a simple declarative sentence, without additional comments on the merits of the policy of the rules or regulation, whether the rule or regulation may have a projected impact on local governments." (See Public Chapter Number 1070 (http://state.tn.us/sos/acts/106/pub/pc1070.pdf) of the 2010 Session of the General Assembly)

This will have no impact on local governments.

Additional Information Required by Joint Government Operations Committee

All agencies, upon filing a rule, must also submit the following pursuant to T.C.A. § 4-5-226(i)(1).

(A) A brief summary of the rule and a description of all relevant changes in previous regulations effectuated by such rule;

The proposal repeals and modifies current language in Chapter 0520-02-04 of State Board of Education rule and replaces it with the text included herein. The new language focuses the rule on the broad purposes and authorities related to the preparation of Tennessee educators. Information related to specific components of preparation, such as requirements related to clinical practice, will be included in revised policy regarding educator preparation that will be introduced as we explore a new relationship with a national accrediting body. In addition, that policy will offer new metrics related to measuring the effectiveness of educator preparation programs.

(B) A citation to and brief description of any federal law or regulation or any state law or regulation mandating promulgation of such rule or establishing guidelines relevant thereto;

T.C.A. § 49-1-302.

(C) Identification of persons, organizations, corporations or governmental entities most directly affected by this rule, and whether those persons, organizations, corporations or governmental entities urge adoption or rejection of this rule;

Individuals holding licenses issued by the State Board of Education, individuals seeking licenses by the State Board of Education, Educator Preparation programs. The Department of Education gathered input from leaders of Educator Preparation programs and input from K-12 stakeholders. All supported adoption of this rule.

(D) Identification of any opinions of the attorney general and reporter or any judicial ruling that directly relates to the rule;

None.

(E) An estimate of the probable increase or decrease in state and local government revenues and expenditures, if any, resulting from the promulgation of this rule, and assumptions and reasoning upon which the estimate is based. An agency shall not state that the fiscal impact is minimal if the fiscal impact is more than two percent (2%) of the agency's annual budget or five hundred thousand dollars ($500,000), whichever is less;

None.

(F) Identification of the appropriate agency representative or representatives, possessing substantial knowledge and understanding of the rule;

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Angela.C.Sanders@tn.gov

(G) Identification of the appropriate agency representative or representatives who will explain the rule at a scheduled meeting of the committees;

Angela Sanders
Angela.C.Sanders@tn.gov

(H) Office address, telephone number, and email address of the agency representative or representatives who will explain the rule at a scheduled meeting of the committees; and

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710 James Robertson Parkway
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615-253-5707
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(l) Any additional information relevant to the rule proposed for continuation that the committee requests.

None.

~~Licensure~~Educator Preparation
0520-02-04

0520-02-04-.01 General Information and Regulations.

(1) All educator preparation providers and the licensure programs they offer must be approved by the State Board of Education. Approval shall be awarded based on policies established by the State Board of Education.

Licensure programs may be offered by Tennessee institutions of higher education, Tennessee local education agencies, education-related organizations, or the Tennessee Department of Education.

(2) All approved educator preparation providers offered by Tennessee institutions of higher education and education-related organizations must establish and document a collaborative partnership with at least one Tennessee local education agency. Requirements for this partnership are defined in State Board of Education policy.

(3) Licensure programs, which are conditionally or fully approved by the State Board of Education according to State Board of Education Policy, will be eligible to prepare and recommend candidates for licensure.

(4) Educator preparation providers must identify the area(s) of endorsement, for which the candidate is recommended when the licensure application is submitted. Eligibility for endorsement areas are defined in State Board of Education policy.

(5) Educator preparation providers that offer programs for additional endorsements shall submit to the Tennessee Department of Education a list of specialty areas in which additional endorsements are offered. Providers will verify completion of the appropriate course requirements to the Tennessee Department of Education.

~~(1) Securing a License or Certificate. The educator shall be responsible for securing a license or certificate, verifying its accuracy, maintaining its validity, registering it with the employing board of education, and meeting the requirements of T.C.A. §49-5-101. Teaching contracts are invalid if a license is allowed to lapse.~~

~~(2) Duration of License or Certificate. A license or certificate is valid as of the date of issuance. The duration of a license or certificate is calculated as beginning the September 1 preceding the issuance, except the duration of a license or certificate issued after March 1 will be calculated as beginning the September 1 following the issuance.~~

~~(3) Change of Name. If the holder of a license or certificate changes his or her name by legal means, the holder must report such changes to the Office of Teacher Licensing and Certification.~~

~~(4) Duplicate License or Certificate. A duplicate license or certificate may be obtained when the original has been lost or destroyed. The applicant must submit a notarized application to the Office of Teacher Licensing and Certification.~~

~~(5) Correspondence and Extension Credit. Credit earned by correspondence and extension instruction with a member of the National University Extension Association or the Teacher College Association for Extension and Field Services shall be accepted for licensure purposes to the extent of one fourth of the amount of credit necessary for the particular license desired.~~

~~(6) Experience in Lieu of Student Teaching. An applicant for a license based on at least a bachelor's degree may present evidence of 3 years of successful teaching experience in an approved~~

school or an NAEYC accredited early childhood education program at the grade level of work authorized by the endorsement sought in lieu of student teaching.

(7) Military Service

(a) The duration of a license may be extended from the date of termination of military service for the number of years, not to exceed four, which the holder spent in military service during the life of the license. Four calendar months military service during any school year shall be counted as a full year for purposes of extending the license.

(b) The five years preceding the issuance of a teacher license, within which time academic credit must be earned, shall not include the years spent in military service.

(8) Validation of Credit from an Unapproved Institution.

(a) Credit from an unapproved institution may be accepted for licensure when such credit has been accepted in full on a transcript by an approved institution for advanced standing toward a degree, provided that not less than 8 semester hours of satisfactory work has been completed in the approved institution.

(b) Degree or credit from an institution accredited by a regional accrediting association but not approved for teacher education will be accepted.

(c) An applicant who holds the bachelor's degree from an unapproved institution and has otherwise met all of the requirements for a license may validate the degree and apply for a license as follows:

1. Enter an approved graduate school and complete a minimum of one semester in an approved teacher education program.

2. Secure from said graduate school a properly certified statement to the effect that all deficiencies and/or probations have been met.

(9) Denial, Formal Reprimand, Suspension and Revocation of License.

(a) Automatic Revocation of License. The State Board of Education shall automatically revoke the license of a licensed teacher or administrator without the right to a hearing upon receiving verification of the identity of the teacher or administrator together with a certified copy of a criminal record showing that the teacher or school administrator has been convicted of any felony or offense listed at T.C.A. §§ 40-35-501(i)(2), 39-17-417, 39-13-532, and/or 39-13-527 (including conviction on a plea of guilty or nolo contendere). The Board will notify persons whose licenses are subject to automatic revocation at least 30 days prior to the Board meeting at which such revocation shall occur.

(b) The State Board of Education may revoke, suspend, reprimand formally, or refuse to issue or renew a license for the following reasons:

1. Conviction of a felony,

2. Conviction of possession of narcotics,

3. Being on school premises or at a school-related activity involving students while documented as being under the influence of, possessing or consuming alcohol or illegal drugs,

4. Falsification or alteration of a license or documentation required for licensure,

5. Denial, suspension or revocation of a license or certificate in another jurisdiction for reasons which would justify denial, suspension or revocation under this rule, or

6. Other good cause. Other good cause shall be construed to include noncompliance with security guidelines for TCAP or successor tests pursuant to Tenn. Code Ann. § 49-1-607 , default on a student loan pursuant to Tenn. Code Ann. § 49-5-108(d)(2) or failure to report under part (e).

For purposes of this part (b), "conviction" includes entry of a plea of guilty or nolo contendere or entry of an order granting pre-trial or judicial diversion.
A person whose license has been denied, suspended or revoked may not serve as a volunteer or be employed, directly or indirectly, as an educator, paraprofessional, aide, substitute teacher or in any other position during the period of the denial, suspension or revocation.

(c) Restoration of License.

1. A person whose license has been suspended shall have the license restored after the period of suspension has been completed, and, where applicable, the person has complied with any terms prescribed by the State Board. Suspended licenses are subject to expiration and renewal rules of the Board.

2. A person whose license has been denied or revoked under parts (a) or (b) may apply to the Board to have the license issued or restored upon application showing that the cause for denial or revocation no longer exists and that the person has complied with any terms imposed in the order of denial or revocation. In the case of a felony conviction, before an application will be considered, the person must also show that any sentence imposed, including any pre-trial diversion or probationary period has been completed. Application for such issuance or restoration shall be made to the Office of Teacher Licensing and shall be voted on at a regularly scheduled meeting of the State Board of Education. Nothing in this section is intended to guarantee restoration of a license.

(d) Notice of Hearing. Any person whose license is to be denied, formally reprimanded, suspended or revoked under part (b) or who is refused a license or certificate under part (c) shall be entitled to written notice and an opportunity for a hearing to be conducted as a contested case under the Tennessee Uniform Administrative Procedures Act, T.C.A. §4-5-301, et seq.

(e) Notification of Office of Teacher Licensing. It is the responsibility of the superintendent of the employing public or non-public school or school system to inform the Office of Teacher Licensing of licensed teachers or administrators who have been suspended or dismissed, or who have resigned, following allegations of conduct which, if substantiated, would warrant consideration for license suspension or revocation under parts (a) or (b). The report shall be submitted within thirty (30) days of the suspension, dismissal or resignation. The superintendent shall also report felony convictions of licensed teachers or administrators within 30 days of receiving knowledge of the conviction.

(10) Licensure for Applicants Trained in Other States.

(a) Tennessee has adopted the provisions of Interstate Agreement on Qualification of Educational Personnel as proposed by the National Association of State Directors of Teacher Education and Certification (NASDTEC). Participation in this agreement is

evidenced by signed reciprocal contracts between Tennessee and other individuals participating states as defined by the Interstate Certification Project (ICP).

(b) Licensure may be awarded to applicants from states which are not parties to the ICP but which are accredited by or affiliated with the National Council for Accreditation of Teacher Education (NCATE) on the same basis as those applying from states which are party to the ICP agreement.

(c) Licensure may be awarded applicants not covered by (a) or (b) above on the same basis as those applying from states which are party to the ICP agreement if one of the following conditions is met:

1. The applicant has received a recommendation from a teacher education institution which is NCATE approved; or
2. The Tennessee Department of Education has reviewed a state's program for approval of teacher education institutions and has found the program to be acceptable for purposes of granting full licensure in Tennessee, or

3. The applicant has been certified by the National Board for Professional Teaching Standards.

(d) The application for licensure must be accompanied by a set of official transcripts supplied by all institutions attended by the applicant.

(e) Licensure will be awarded in all endorsement areas (the areas most similar to those awarded in Tennessee), which are reflected on the full, currently valid teaching credential(s) supplied by the other qualifying state(s) and the area most closely related to the area of certification by the National Board for Professional Teaching Standards.

(f) Applicants meeting all requirements and having at least one year of acceptable teaching experience in another state will be issued the out-of-state teacher license. Those meeting all requirements but having less than one year of acceptable experience will be issued the apprentice teacher license.

(g) No endorsement which requires the master's degree or above as part of its requirements may be awarded to an individual not possessing said degree.

(h) Applicants with an out-of-state endorsement in a teaching area covering a grade span that is more narrow than the comparable Tennessee K-12 teaching endorsement, shall be awarded the Tennessee endorsement provided that at least one of the following conditions has been met:

1. The applicant has at least one year of documented successful teaching experience in the grade span not covered by the out-of-state endorsement in a school approved by the appropriate state governing body and a positive recommendation from the school system; or

2. The applicant has six hours of course work in current content in the teaching area in the grade span not covered by the out-of-state endorsement.

(11) Licensure for Exchange Teachers.

(a) Purpose. The international exchange teacher license is a professional, time-limited license designed to allow eligible teachers from other nations to teach in Tennessee schools for up to three consecutive years. The license is not renewable after the third

year. The intent of this license is to provide a three-year cultural exchange opportunity for Tennessee students and international teachers. If the teacher wishes to remain beyond the third year, the teacher must satisfy all requirements for regular teacher license.

(b) International Teacher Exchange License

1. To qualify for the international teacher exchange license, an applicant shall meet the following requirements:

(i) Hold primary citizenship outside the United States;

(ii) Hold the U.S. equivalent of a bachelor's degree or higher;

(iii) Hold a foreign teacher credential in a field comparable to that recognized in Tennessee;

(iv) Demonstrate proficiency in English;

(v) Provide verification from a Tennessee director of schools of intent to employ; and

(vi) Provide a recommendation by the government of a country with whom the Department of Education has signed a memorandum of agreement or by a recognized international exchange program.

2. Mentoring Requirements. The employing school shall establish a mentoring system providing international exchange teachers with: an orientation to the school; guidance in the basic principles of curriculum, instruction, and classroom management; appropriate resources; and on-going induction support as the teacher adjusts to professional expectations and the school situation.

3. Local Evaluation. The employing school shall annually evaluate the teacher using a method approved by the state board of education. Continued employment under the license shall be contingent on the teacher's successful evaluation.

(a) Validity Period. The international teacher exchange license is valid for three years and is non-renewable. The validity period begins on the date all application requirements for the license are met or July 1, whichever is more recent, and expires on June 30, three years later. If the applicant is employed between January 1 and June 30, the validity period begins on the first day of the month of employment and expires June 30, three years later.

(12) Approval of Teacher Education Units and Licensure Programs. All teacher preparation program units and licensure programs must be approved by the State Board of Education. This shall be done according to standards and procedures established by the State Board of Education.

(b) Teacher preparation programs may be offered by Tennessee institutions of higher education, Tennessee local education agencies or organizations in partnership with Tennessee local education agencies, or the Tennessee Department of Education.

(c) Teacher preparation programs offered by Tennessee local education agencies or organizations in partnership with Tennessee local education agencies must document extensive recruitment and rigorous selection of candidates based on district needs.

(d) Teacher preparation programs offered by the Tennessee Department of Education must document extensive recruitment and rigorous selection of candidates based on statewide needs for teachers with strong content knowledge in core academic subjects.

(13) Admission to Teacher Education Programs.

(a) Each institution of higher education offering teacher education programs will develop and submit to the State Department of Education a description of its admissions procedures, taking into account the Teacher Education Policy (January, 1988, as the same may be amended), National Council of Accreditation of Teacher Education (NCATE) standards, and guidelines promulgated by the State Board of Education.

(b) Praxis I, an assessment of academic skills, will be used as a part of the admissions process for entrance into teacher education. Praxis I offers two testing formats, the Pre-Professional Skills Test (PPST) in a paper-and-pencil format and the Computer-Based Academic Skills Assessments in a computer delivered format. Either form is acceptable.

1. Candidates seeking admission to approved teacher education programs in Tennessee colleges and universities shall attain scores as follows on either the Pre-Professional Skills Tests or the Computer-Based Academic Skills Assessments.

	Pre-Professional Skills Tests	Computer-Based Academic Skills Assessments
Mathematics	173	318
Reading	174	321
Writing	173	319

2. Candidates who fail to pass any required subtest(s) of the PPST may retake such subtests as often as such tests are administered. Candidates retaking any of the subtests must attain cut off scores in effect at the retesting time.

3. Persons who fail the tests after having taken them twice may appeal. Each institution of higher education will establish an appeals committee to evaluate the appeal of a person who has failed the tests but appears strong on other admissions criteria established by the institution. Appeals procedures and criteria will take into account the Teacher Education Policy and NCATE standards.

(c) Admissions procedures will specify the process by which failure to meet standards may be appealed. Each institution will report to the State Department of Education annually (1) the number of students admitted to teacher education programs, and (2) the number admitted on appeal.

(d) NCATE standards for admission to teacher education programs will apply to all candidates for teacher education, beginning with those seeking admission to teacher education programs in fall 1990.

(e) Candidates seeking admission to approved teacher education programs in Tennessee who have attained a composite score of 21 or above on the American College Testing Program (ACT) or a composite score of 22 or above on the Enhanced ACT Assessment or who have attained a combined verbal and mathematical score of 920 or above on the Scholastic Aptitude Test (SAT) or a combined verbal and mathematical

score of 1,020 or above on the recentered Scholastic Achievement Test (SAT) shall be exempt from taking a state-mandated test for admission.

(f) Candidates with a baccalaureate degree from a regionally accredited institution seeking admission to approved graduate level teacher education programs in Tennessee shall be exempt from taking a state-mandated test for admission provided the institution establishes appropriate test requirements.

(g) Institutions of higher education offering approved programs in school administration and supervision will develop and submit to the State Department of Education a description of admissions procedures in accordance with guidelines established by the State Board of Education.

(h) Candidates with a baccalaureate degree from a regionally accredited institution seeking admission to approved teacher preparation programs in Tennessee offered by Tennessee local education agencies or organizations in partnership with Tennessee local education agencies, or by the Tennessee Department of Education, must have attained a cumulative grade point average of 2.75 on a 4.0 scale, or a 3.00 on a 4.0 scale in the last sixty (60) credit hours.

(14) Experimental Programs of Teacher Education. Institutions of higher education may develop experimental programs leading to teacher licensure. Such programs must be approved by the State Board of Education.

(15) Advanced Academic Training Acceptable for Purposes of Salary Rating on the License.

(a) Master's Degree Designation.
An individual who holds a master's degree from a regionally accredited institution shall be granted the master's degree designation for salary purposes if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual or if the degree indicates by the nature of the courses that public education was the primary aim.

(b) Master's Degree Plus 30 Designation.
An individual who meets the master's degree designation shall be granted the master's degree plus 30 designation for salary purposes upon completion of 30 additional graduate semester hours of credit if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual or if the nature of the courses indicates that public education was the primary aim. Such credit must be earned from an institution that is regionally accredited.

(c) Education Specialist's Degree Designation.

1. An individual who holds an education specialist degree from a regionally accredited institution shall be granted the Education Specialist's degree designation for salary purposes.

2. An individual who has earned a terminal professional degree (e.g. Doctor of Medicine, Doctor of Jurisprudence, etc.) shall be given credit at the Education Specialist level if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual. The degree must be earned from an institution that is regionally accredited, accredited by the American Bar Association or the Liaison Committee on Medical Education or approved by a branch of state government.

(d) Doctor's Degree Designation.

An individual who holds a Doctor of Philosophy, Doctor of Education, or Doctor of Arts from a regionally accredited institution shall be granted the doctor's degree designation for salary purposes if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual or if the degree indicates by the nature of the courses that public education was the primary aim.

(e) Teachers of occupational education shall receive credit for advanced academic training on the same basis as other teachers.

(f) Individuals who seek or hold a license on a professional school service personnel license shall be granted the advanced degree designation for salary purposes if the courses taken are functionally related to the area of endorsement and an institution of higher education with an approved program recommends the individual for licensure.

(16) Superseded Regulations. All licensure regulations for initial endorsement that have been superseded by action of the State Board of Education shall be inapplicable no later than six years from the date of Board action.

(17) Issuance of licenses or permits to individuals holding advanced degrees. Individuals who hold advanced degrees that are not acceptable for salary purposes from an institution that is regionally accredited but who lack a bachelor's degree may be issued a license or permit at the bachelor's level.

0520-02-04-.02 Types of Licenses and Certificates.

(1) Credentials Currently Issued.

(a) Apprentice License (Teacher, Special Group Teacher). Initial three-year license issued to applicants who have completed a bachelor's degree and an approved program and who have submitted minimum qualifying scores on required teacher licensure examinations. Renewable.

(b) Apprentice Occupational Education License. Initial three-year license issued upon satisfactory completion of issuance requirements. Renewable.

(c) Professional License. A ten-year teaching license issued upon satisfactory performance at the apprentice level and accrual of three years of teaching experience. Renewable.

(d) Professional Occupational Education License. A ten-year teaching license issued upon satisfactory performance at the apprentice level and completion of other issuance requirements including accrual of three years of teaching experience. Renewable.

(e) Out-of-State Teacher License. Initial three-year license issued to applicants with acceptable teaching experience in other states. The applicant must have completed a bachelor's degree and an approved teacher education program or a program under terms of a signed reciprocal contract with another state and must have submitted minimum qualifying scores on the required teacher licensure examinations. Renewable.

(f) Non-Public School Teacher License. A five-year license issued to persons holding an apprentice or out-of-state license who are employed by a non-public school in Tennessee. The original term of the non-public school teacher license has the same expiration date as the teacher's existing apprentice or out-of-state license. Renewable.

(g) JROTC Teacher License. A five-year license issued to active or retired military personnel who seek to serve as junior reserve officers' training corps (JROTC) teachers, based upon a certification of preparation by the branch of the military approving the teacher placement. The JROTC teacher license does not entitle an individual to teach courses other than those designated as part of the JROTC program, consistent with the requirements of TCA 49-5-108. No other teaching endorsements may be added to a JROTC license. JROTC teachers may earn a teaching credential with an endorsement in a content area through a teacher preparation program approved by the state board of education. Renewable.

(h) International Teacher Exchange License. A three-year license issued to teachers participating in an international teacher exchange programs that meet certain criteria. Nonrenewable.

(i) Professional School Service Personnel License. A ten-year license issued upon satisfactory performance at the apprentice level and accrual of three years of teaching experience. Renewable.

(j) Beginning Administrator A License. Initial five-year license issued to applicants based upon a minimum of a master's degree, an approved school administration and supervision program, and submittal of minimum qualifying scores on the state required test/assessment for principals, supervisors of instruction, or other school administrators. Renewable.

(k) Beginning Administrator B License. Initial five-year license issued to applicants based upon a minimum of a master's degree, an approved school administration and supervision program that included an internship, and submittal of minimum qualifying scores on the state required test/assessment for principals, supervisors of instruction, or other school administrators. Renewable.

(l) Professional Administrator License. A ten-year license issued to applicants upon satisfactory performance for a minimum of two years (one year for applicants with approved internship experience) at the beginning administrator level as a principal, supervisor of instruction, or other school administrator position designated by state board of education policy to qualify for evaluation and recommendation for this license. Renewable. Persons having an endorsement in administration/supervision, supervisor of instruction, or principal on August 31, 1994, shall be issued a professional administrator license, regardless of whether such persons are employed as a principal, supervisor of instruction, or other educational position.

(m) Transitional License. A one-year license issued to applicants with a bachelor's degree who have verified knowledge of the teaching content area in accordance with policies of the State Board of Education and have been admitted to or enrolled in an approved transitional licensure program. Renewable two (2) times upon satisfactory progress toward completion of the program, consistent with state board of education policies. Effective no later than school year 2010-11. Individuals may teach on a transitional license for a maximum of three (3) years.

(n) Interim B Teacher License. A one-year license issued to applicants who meet all licensing requirements but lack minimum qualifying scores on required teacher licensure examinations. Renewable one time.

(o) Interim D License for Interns. A one-year license issued to applicants who have a bachelor's degree and who have been admitted to an approved teacher education program that includes an internship. Renewable two times.

(p) Adjunct License. A one-year license issued to applicants who teach no more than three classes in subject areas of critical shortage as designated by the state board of education and who hold a bachelor's degree, have verified knowledge of the teaching content area and have completed a pre-service preparation program approved by the state board of education. Renewable nine times.

(q) Emergency Teaching Credential. A one-year credential, effective for only one school year, to be issued to displaced licensed teachers under one of the following circumstances:

(1) The Governor declares a state of emergency or declares a disaster under TCA 58-2-107, and the Commissioner of Education determines the necessity of conferring an emergency credential to displaced persons, or

(2) A federal state of emergency is declared anywhere in the United States, and the Commissioner of Education determines the necessity of conferring an emergency credential to displaced persons.

0520-02-04-.03 The Transitional License, Interim Licenses, And Permits.

(1) The Transitional license is issued to individuals who meet the following requirements and are valid until the following August 31. Effective for teaching no later than school year 2009-10. Individuals may teach on a transitional/alternative license (of any kind) for a maximum of three (3) years.

(a) Transitional License

(1) The applicant must have been granted at least a bachelor's degree from a regionally accredited institution of higher education. The applicant must meet the content requirements for the desired area of endorsement by one (1) of the following: (a) completion of an academic major in the desired area of endorsement, (b) documentation of at least twenty-four (24) semester hours in the teaching content area, or (c) successful completion of the required specialty examination.

(2) The applicant must have been admitted to the transitional teacher preparation program consistent with policies adopted by the state board of education. The applicant must have successfully completed the orientation component of the professional education core before the first renewal of the license.

(3) A Tennessee director of schools must state intent to employ the applicant and must provide the requisite support of one (1) or more teacher mentors throughout the transitional licensure period.

(4) Applicants are eligible to participate in transitional teacher preparation programs in all teaching areas. Applicants may be required to complete requirements addressing the knowledge and skills specified for the endorsement sought in addition to the professional education core.

(5) School systems shall assess the effectiveness of the teacher each year using evaluation procedures approved by the state board of education.

(6) Each year of successful teaching on a transitional license shall count as one (1) year towards the professional license.

(7) One (1) year of successful teaching shall substitute for the student teaching requirement if the transitional licensure program is completed following the first year of teaching. If completion of the transitional licensure program requires two (2) or more years, then two (2) years of successful teaching shall substitute for the student teaching requirement.

(8) The transitional license may be reissued two (2) times, as necessary for program completion, provided that the teacher has received a successful evaluation and is making adequate progress in completing the professional development requirements of the transitional teacher preparation program.

(2) Interim licenses are issued to individuals who meet the following requirements and are valid until the following August 31.

(a) Interim B License.

(1) An interim B license shall be issued if the applicant meets all requirements as determined by the state board of education.

(2) A Tennessee director of schools must state intent to employ the applicant.

(3) An individual may be reissued an interim B license one time provided that a director of schools states intent to employ and a second time if the director verifies that the individual meets the criteria stated in TCA 49-5-5605.

(4) A fully licensed teacher from a state other than Tennessee who did not hold a teaching license in another state prior to July 1, 1984, and who meets all requirements except testing requirements, shall be issued an interim B license for one year. At the end of the first year of employment, upon successful completion of the test requirements, local evaluation, other minimum requirements, and the recommendation of the local education agency, the applicant may apply for the appropriate license based on allowable teaching experience.

(b) Interim D License for Interns.

1. The applicant must have been granted a bachelor's degree from a regionally accredited institution of higher education and must be admitted to an approved teacher education program that includes an internship.

2. The applicant must be recommended for the license by an institution of higher education with an approved teacher education program that includes an internship.

3. Successful completion of the internship shall count as the first apprentice year of teaching.

4. The interim D license for Interns may be reissued two times; an intern may teach using the license for the equivalent of no more than one school year.

(3) Adjunct licenses are issued to individuals who meet the following requirements and are valid until the following August 31.

(a) Adjunct License.

1. The applicant must hold at least a master's degree or a bachelor's degree with 24 semester hours of credit in the content area in which they will be teaching from a regionally accredited institution of higher education and must have at least five years of work experience in the subject(s) to be taught.

2. The applicant for an adjunct license must have completed the pre-service portion of an adjunct licensure program that addresses the knowledge and skills in the professional education core and that has been approved by the state board of education.

3. A Tennessee director of schools must state intent to employ the applicant for specific subject(s) and course(s) not to exceed three classes and must provide a mentor teacher for the applicant during the first year of teaching.

4. Applicants are eligible for an adjunct license for the specific subject(s) or course(s) indicated on the application in subject areas of critical shortage as designated by the state board of education.

5. School systems shall assess the effectiveness of the teachers annually using the evaluation procedures approved by the state board of education.

6. Applicants may renew an adjunct license annually but not more than nine times provided that a director of schools states intent to employ and provided that the applicant has received a successful evaluation in the preceding year. Before the first renewal, the applicant must have passed all required licensure examinations.

7. The teacher shall not attain licensure beyond the approved subject(s) or course(s) without successfully completing the state's regular or alternative licensure programs.

(4) Permit.

(a) The state may issue a permit when a school system meets the following requirements:

1. A director of schools must state intent to employ and indicate the position to be held by the applicant.

2. The school system must indicate that it is unable to obtain the services of a licensed teacher for the type and kind of school in which a vacancy exists.

3. The school system must have posted the position, advertised in appropriate media, and listed the position on a state or national Internet website.

(b) The state may issue a permit to a school system to hire an applicant one time and only if the applicant holds a bachelor's degree. A bachelor's degree is not required for an applicant in occupational education.

0520-02-04-.04 Application For The Teacher License

(1) In-State Applicant for Initial License. The applicant shall apply to the Office of Teacher Licensing. An applicant who has completed an approved teacher education program at a Tennessee institution shall make application through the appropriate official of the institution of higher education.

(2) Out-of-State Applicant for License. An applicant from a state other than Tennessee shall make application to the Office of Teacher Licensing. An apprentice license shall be issued to teachers who have no teaching experience. The out-of-state teacher license shall be issued to applicants from other states who have one or more years of acceptable teaching experience and who meet all current requirements for a Tennessee teaching license, or who meet the conditions of a signed reciprocal contract. When the teacher has successfully completed the requisite years of experience in a Tennessee public school and has met other requirements, the teacher shall be issued the appropriate license.

(3) Official transcripts, which bear the school seal and/or signature of the registrar, of all college credits must be submitted with the application. These transcripts and forms upon which licensure is granted become the property of the State of Tennessee. Photocopies are not acceptable.

(4) Upon receipt of the applications, transcripts, and results of any tests required by the State Board of Education, the materials will be evaluated and a license will be sent to the applicant or the materials will be returned with a statement of deficiencies.

0520-02-04-.05 The PRAXIS Series: Professional Assessments for Beginning Teachers.

(1) Individuals applying for initial teacher licensure in Tennessee shall submit passing scores on a test that measures professional knowledge and is correlated to Tennessee's Professional Education Standards. This requirement does not apply to school counselors, school psychologists, school social workers, or speech/language teachers.

(2) Applicants for licensure in Tennessee shall submit passing scores on the content specialty area test(s) for all endorsements to be listed on the licenses.

(3) Applicants who are deaf or hard of hearing who seek licensure and endorsement in Special Education: Hearing PreK-12 shall take the licensure exam covering Tennessee's Professional Education Standards and shall take the designated licensure content specialty exam(s). However, there shall be no minimum scores required on these examinations for candidates who are deaf or hard of hearing.

(4) An applicant from another state may be exempt from Tennessee's testing requirements if the applicant meets one of the following conditions:

(a) The applicant holds a valid license from a reciprocal state and provides verification of appropriate experience, or

(b) The applicant completes a teacher preparation program in a reciprocal state and holds a full license from that state, or

(c) The applicant has been certified by the National Board for Professional Teaching Standards.

(5) The examinations and corresponding required scores are specified in Board Policy 5.105.

0520-02-04-.06 Reserved

0520-02-04-.07 Requirements for Endorsements, Grades 7-12, On A Teacher License

0520-02-04-.08 Reserved

0520-02-04-.09 Requirements for Endorsements, Grades 7-12 , On A Teacher License

(1) Teachers who hold a valid Tennessee license with a 7-12 endorsement may add a 7-12 endorsement by obtaining a passing score on all of the required, state-approved teacher licensure specialty exams and submitting application with the passing scores to the State Department of Education.

(2) through (4) Reserved.

(5) Bible.

(6) and (7) Reserved.

(8) Driver Education.

The applicant shall hold an endorsement in another subject area, grades 7-12 or K-12 and shall complete at least 10 semester hours of driver and traffic safety education including the following areas:

(a) Basic driver and traffic safety education

(b) Advanced driver and traffic safety education

(c) General safety

(d) First aid and emergency medical services.

(9) through (26) Reserved.

0520-02-04-.10 Requirements For Endorsements, Grades 9-12, On A Teacher License

(1) through (13) Reserved.

(14) Superintendent.

(a) The applicant shall hold a license endorsed principal, supervisor of instruction, or administration/supervision.

(b) The applicant shall have at least a master's degree. The applicant shall have a graduate major in educational administration and supervision or a minimum of 20 graduate semester hours in administration, supervision, and related courses. The following courses must be included:

1. School organization and administration

2. Supervision

3. Curriculum development

4. School finance

5. School plant and transportation

6. School and community relations.

(c) The applicant shall have five years acceptable experience which shall include teaching and/or administration.

(15) Supervisor of Attendance.

(a) The applicant shall hold a teacher license.

(b) The applicant shall have 5 years of teaching experience.

(c) The applicant shall complete 8 semester hours in areas such as:

1. Counseling and guidance

2. Community and school relations

3. Special education

4. Social case work

5. State and federal laws relating to school attendance.

0520-02-04-.11 Reserved

0520-02-04-.12 Requirements For The Professional School Service Personnel License.

The professional school service personnel license requires at least a bachelor's degree and is issued to an applicant who has met the requirements for an endorsement as a school counselor, school psychologist, school social worker, school food service supervisor, school speech-language pathologist, and school audiologist. The license is valid for ten years and may be renewed in accordance with the same regulations that are specified for renewal of a Tennessee teacher professional license.

(1) School Food Service Supervisor Endorsement

(a) The applicant shall hold a bachelor's degree and the applicant shall be a licensed educator or shall have completed at least 18 semester hours in education, psychology, or sociology.

(b) The applicant shall complete 12 semester hours including course work in each of the following:

1. A field experience of 6 semester hours, or

2. A professional experience--supervised by a licensed school food service supervisor--of at least 120 clock hours including the following areas: procurement, quantity foods, design and layout, and sanitation and food safety.

(2) School Speech-Language Pathologist

Candidates applying for a professional school service personnel license as a school speech-language pathologist shall satisfy one of the following criteria:

(a) Applicants new to the field seeking initial professional school service personnel licensure shall complete a graduate degree in speech-language pathology from a state or regionally accredited institution of higher education with a speech-language graduate level program approved by the American Speech-Language-Hearing Association. They must also achieve a passing score on the examination required by the State Board of Education in Rule 0520-02-04-.05. Fully licensed teachers who are serving on employment standard waivers as speech-language teachers shall meet these requirements to be licensed as a school speech-language pathologist.

(b) Speech-language pathologists who hold a valid license issued by Tennessee or an out-of-state licensing Board of Communication Disorders and Sciences or who hold the Certificate of Clinical Competence from the American Speech-Language-Hearing Association may be issued the professional school service personnel license upon application. There are no additional requirements.

(c) Speech-language teachers who have a graduate degree or master's equivalence in speech-language pathology and hold a valid Tennessee teacher license with a speech-language endorsement may be issued the professional school service personnel license upon application.

(d) Fully licensed bachelor's level speech-language teachers employed prior to July 1, 2000 may apply for the professional school services personnel license upon completion of the requirements for the master's equivalence. Candidates must earn at least five (5) graduate level semester hours each year and they must complete all program requirements prior to July 1, 2010.

(e) Speech-language pathologists who have a graduate degree in speech-language pathology and hold a valid out-of-state educational credential issued before September 1, 2000, may be issued the professional school services personnel license upon application. Applicants with valid credentials issued on or after that date shall pass the examination required by the State Board of Education.

(3) Candidates applying for a professional school service personnel license as a school audiologist shall satisfy one of the following criteria:

(a) Applicants new to the field seeking initial professional school services personnel licensure shall complete a graduate degree in audiology from a state or regionally accredited institution of higher education with a graduate level program approved by the American Speech-Language-Hearing Association.

(b) Audiologists who hold a valid license issued by Tennessee or an out-of-state licensing Board of Communication Disorders and Sciences or who hold the Certificate of Clinical Competence from the American Speech-Language-Hearing Association may be issued the professional school services personnel license upon application. There are no additional requirements.

(c) Audiologists who have a graduate degree in audiology and hold a valid out-of-state educational credential issued before September 1, 2000, may be issued the professional school service personnel license upon application. Applicants with valid credentials issued on or after that date shall pass the examination required by the State Board of Education.

0520-02-04-.13 Requirements for The Occupational Education License.

(1) Apprentice Occupational Education License

(a) Issuance of License

An apprentice occupational education license may be issued to individuals who meet the following requirements. Qualifications including experience and educational preparation shall be reviewed by the Department of Education staff who shall recommend issuance of the apprentice occupational education license.

1. Health Science

(i) The secondary health science teacher shall have completed one (1) year of successful employment, obtained through full-time or part-time status, within the past five (5) years in a related health occupation prior to teaching.

(ii) Health science teachers must hold an associate or higher degree in a health-related area and hold current licensure registration or certification in an allied health occupation or current licensure as a registered nurse in Tennessee. Teachers must successfully complete a comprehensive test administered or accepted by the Tennessee Health Related Boards.

2. Other Occupational Educator

(i) Effective September 1, 2002, other occupational educators shall hold and maintain a current industry certification, where available, in the specific endorsement area for which they are licensed. This Industry Certification may be acquired prior to Apprentice license, but must be presented at the time the teacher advances from Apprentice to Professional Occupational License.

(ii) Endorsements in Other Occupational Education can be obtained through one of five different pathways using work experience, industry certification and postsecondary training. The five possible pathways are:

(I) Credentialed (certificate or diploma) postsecondary training in the endorsed area, or associate degree, or industry certification may substitute for two (2) years of work experience. In addition, applicant must also have at least three (3) years of work experience in the endorsed area in the last eight (8) years for a total of five (5) years; or

(II) A combination of an associate degree related to the endorsed area and industry certification may be substituted for four (4) years of work experience. In addition, applicant must have at least one (1) year of work experience in the endorsed area in the last eight years (8) for a total of five (5) years; or

(III) A bachelor's degree or higher degree in the endorsed area may be substituted for four (4) years of work experience. In addition, applicant must also have at least one (1) year of work experience in the endorsed area—paid or unpaid in the field of

criminal justice—in the last eight (8) years for a total of five (5) years; or

(IV) Five (5) years of full-time work experience accrued in the occupational area of endorsement within the last eight (8) years.

(V) A master's degree or higher in criminal justice may be substituted for the five (5) years of work experience in criminal justice.

(iii) An other occupational educator shall be a high school graduate or the equivalent, as determined by the General Education Development (GED) test.

(iv) Cosmetology and barbering teachers must hold current licensure issued by the respective state licensing board to instruct in Tennessee.

(b) Validity of License.

The apprentice occupational education license shall be valid for five (5) years; except that when a teacher becomes employed in a Tennessee public school, the license shall be valid until the teacher has been employed three (3) years at the apprentice level.

(c) Renewal of License.

1. The holder of the apprentice occupational education license who was not employed for three (3) or more years in a Tennessee public school during the five (5) year period of license validity may be reissued the license.

2. In order to have the license reissued, the teacher must have obtained or maintained current industry certification in the area of endorsement where available and acceptable as the industry standard.

3. In order to have the license reissued, the teacher must provide verification of the updating of competency in the occupational area including two (2) years of work experience within the past five (5) years or sixty (60) clock hours of participation in professional/technical workshops or a combination.

(2) Professional Occupational Education License.

(a) Issuance of License.

The teacher may advance to the professional occupational education license provided that he/she has completed the following requirements. Prior to the fourth year of teaching, the teacher shall provide to the Department of Education documentation that the following requirements have been met:

1. Attendance during the first year of teaching for a total of five (5) days at new teacher training sponsored by Career & Technical Education Division, Department of Education.

2. Four (4) days release time to observe three (3) experienced teachers within their endorsed teaching area and one (1) experienced teacher outside of their teaching area.

3. Assigned teacher mentor during the first three (3) years of teaching.

4. Complete three (3) years of teaching in an approved school.

5. Receive a positive recommendation from the local education agency based on evaluation under a model approved by the State Board of Education.

6. Complete successfully a teacher education program of eighteen (18) semester hours designed to meet the knowledge and skills for teacher preparation. Candidates must be recommended by an institution of higher education with a preparation program approved according to standards and guidelines established by the State Board of Education. A teacher who meets all the knowledge and skills at the time of employment is exempted from these requirements.

7. Current/valid Industry Certification where required by teacher endorsement area.

(b) Validity of License.

The professional occupational education license shall be valid for ten (10) years.

(c) Renewal of License.

1. A professional occupational education license issued on a bachelor's degree or less is renewable upon verification of completion of ninety (90) professional renewal points (six (6) semester hours of appropriate coursework may be substituted for ninety (90) renewal points) within the ten (10) year period prior to the date of the renewal of the license. Professional renewal points are defined in the Professional License Renewal Guide.

2. A professional occupational education license based on a master's degree or above may be renewed with verification of five (5) years endorsed area teaching experience during the period of license validity. In the absence of five (5) years of endorsed area teaching experience, the license is renewable based on verification of completion of ninety (90) professional renewal points (six (6) semester hours of coursework may be substituted for ninety (90) renewal points) within the ten (10) year period prior to the date of the renewal of the license.

3. All teachers that need to earn ninety (90) renewal points and satisfy Career and Technical Education requirements must provide the following documentation:

(i) Verification of four hundred eighty (480) hours of non-teaching work experience in the occupational area of endorsement, or ninety (90) clock hours of participation in professional/technical workshops (six (6) semester hours of appropriate coursework may be substituted for ninety (90) clock hours of professional/technical workshops).

(ii) All applicants for cosmetology, barbering, and health science must also submit proof they hold a current state license to practice that profession.

(iii) Industry Certification for other occupational educators must also be submitted where required by teacher endorsement area.

0520-02-04-.14 Renewal of Teacher Licenses.

(1) Professional License.

(a) A professional license issued on a bachelor's degree is renewable upon verification of completion of ninety (90) renewal points within the ten (10) year period prior to the date of the renewal of the license. Renewal points are defined in the License Renewal Guide.

(b) A professional license issued on a master's degree or above is renewable upon the presentation of evidence of five (5) years' experience within the ten (10) year period prior to the date of renewal of the license. In the absence of five (5) years of experience, the license is renewable upon verification of completion of ninety (90) renewal points within the ten (10) year period prior to the date of the renewal of the license.

(2) Apprentice License.

(a) The holder of an apprentice teacher license who has three (3) years acceptable experience in a Tennessee public school during the period of license validity but who lacks the required positive evaluation to move to the professional teacher license shall be reissued the apprentice teacher license.

(b) An apprentice teacher license issued on a bachelor's degree is renewable upon verification of completion of forty-five (45) renewal points within the five (5) year period prior to the date of the renewal of the license. Renewal points are defined in the License Renewal Guide.

(c) An apprentice teacher license issued on a master's degree or above is renewable upon the presentation of evidence of three (3) years' experience within the five (5) year period prior to the date of the renewal of the license.

0520-02-04-.15 Renewal of Administrator Licenses.

(1) Beginning Administrator A and B Licenses.

(a) A beginning administrator license is renewable upon application.

(2) Professional Administrator License.

(a) A professional administrator license is renewable upon application.

~~Licensure~~Educator Preparation
0520-02-04

0520-02-04-.01 General Information and Regulations.

(1) All educator preparation providers and the licensure programs they offer must be approved by the State Board of Education. Approval shall be awarded based on policies established by the State Board of Education.

Licensure programs may be offered by Tennessee institutions of higher education, Tennessee local education agencies, education-related organizations, or the Tennessee Department of Education~~.~~

(2) All approved educator preparation providers offered by Tennessee institutions of higher education and education-related organizations must establish and document a collaborative partnership with at least one Tennessee local education agency. Requirements for this partnership are defined in State Board of Education policy.

(3) Licensure programs, which are conditionally or fully approved by the State Board of Education according to State Board of Education Policy, will be eligible to prepare and recommend candidates for licensure.

(4) Educator preparation providers must identify the area(s) of endorsement, for which the candidate is recommended when the licensure application is submitted. Eligibility for endorsement areas are defined in State Board of Education policy.

(5) Educator preparation providers that offer programs for additional endorsements shall submit to the Tennessee Department of Education a list of specialty areas in which additional endorsements are offered. Providers will verify completion of the appropriate course requirements to the Tennessee Department of Education.

~~(1) Securing a License or Certificate. The educator shall be responsible for securing a license or certificate, verifying its accuracy, maintaining its validity, registering it with the employing board of education, and meeting the requirements of T.C.A. §49-5-101.Teaching contracts are invalid if a license is allowed to lapse.~~

~~(2) Duration of License or Certificate. A license or certificate is valid as of the date of issuance. The duration of a license or certificate is calculated as beginning the September 1 preceding the issuance, except the duration of a license or certificate issued after March 1 will be calculated as beginning the September 1 following the issuance.~~

~~(3) Change of Name. If the holder of a license or certificate changes his or her name by legal means, the holder must report such changes to the Office of Teacher Licensing and Certification.~~

~~(4) Duplicate License or Certificate. A duplicate license or certificate may be obtained when the original has been lost or destroyed. The applicant must submit a notarized application to the Office of Teacher Licensing and Certification.~~

~~(5) Correspondence and Extension Credit. Credit earned by correspondence and extension instruction with a member of the National University Extension Association or the Teacher College Association for Extension and Field Services shall be accepted for licensure purposes to the extent of one fourth of the amount of credit necessary for the particular license desired.~~

~~(6) Experience in Lieu of Student Teaching. An applicant for a license based on at least a bachelor's degree may present evidence of 3 years of successful teaching experience in an approved~~

school or an NAEYC accredited early childhood education program at the grade level of work authorized by the endorsement sought in lieu of student teaching.

(7) Military Service

(a) The duration of a license may be extended from the date of termination of military service for the number of years, not to exceed four, which the holder spent in military service during the life of the license. Four calendar months military service during any school year shall be counted as a full year for purposes of extending the license.

(b) The five years preceding the issuance of a teacher license, within which time academic credit must be earned, shall not include the years spent in military service.

(8) Validation of Credit from an Unapproved Institution.

(a) Credit from an unapproved institution may be accepted for licensure when such credit has been accepted in full on a transcript by an approved institution for advanced standing toward a degree, provided that not less than 8 semester hours of satisfactory work has been completed in the approved institution.

(b) Degree or credit from an institution accredited by a regional accrediting association but not approved for teacher education will be accepted.

(c) An applicant who holds the bachelor's degree from an unapproved institution and has otherwise met all of the requirements for a license may validate the degree and apply for a license as follows:

1. Enter an approved graduate school and complete a minimum of one semester in an approved teacher education program.

2. Secure from said graduate school a properly certified statement to the effect that all deficiencies and/or probations have been met.

(9) Denial, Formal Reprimand, Suspension and Revocation of License.

(a) Automatic Revocation of License. The State Board of Education shall automatically revoke the license of a licensed teacher or administrator without the right to a hearing upon receiving verification of the identity of the teacher or administrator together with a certified copy of a criminal record showing that the teacher or school administrator has been convicted of any felony or offense listed at T.C.A. §§ 40-35-501(i)(2), 39-17-417, 39-13-532, and/or 39-13-527 (including conviction on a plea of guilty or nolo contendere). The Board will notify persons whose licenses are subject to automatic revocation at least 30 days prior to the Board meeting at which such revocation shall occur.

(b) The State Board of Education may revoke, suspend, reprimand formally, or refuse to issue or renew a license for the following reasons:

1. Conviction of a felony,

2. Conviction of possession of narcotics,

3. Being on school premises or at a school-related activity involving students while documented as being under the influence of, possessing or consuming alcohol or illegal drugs,

4. Falsification or alteration of a license or documentation required for licensure,

5. Denial, suspension or revocation of a license or certificate in another jurisdiction for reasons which would justify denial, suspension or revocation under this rule, or

6. Other good cause. Other good cause shall be construed to include noncompliance with security guidelines for TCAP or successor tests pursuant to Tenn. Code Ann. § 49-1-607 , default on a student loan pursuant to Tenn. Code Ann. § 49-5-108(d)(2) or failure to report under part (e).

For purposes of this part (b), "conviction" includes entry of a plea of guilty or nolo contendere or entry of an order granting pre-trial or judicial diversion.
A person whose license has been denied, suspended or revoked may not serve as a volunteer or be employed, directly or indirectly, as an educator, paraprofessional, aide, substitute teacher or in any other position during the period of the denial, suspension or revocation.

(c) Restoration of License.

1. A person whose license has been suspended shall have the license restored after the period of suspension has been completed, and, where applicable, the person has complied with any terms prescribed by the State Board. Suspended licenses are subject to expiration and renewal rules of the Board.

2. A person whose license has been denied or revoked under parts (a) or (b) may apply to the Board to have the license issued or restored upon application showing that the cause for denial or revocation no longer exists and that the person has complied with any terms imposed in the order of denial or revocation. In the case of a felony conviction, before an application will be considered, the person must also show that any sentence imposed, including any pre-trial diversion or probationary period has been completed. Application for such issuance or restoration shall be made to the Office of Teacher Licensing and shall be voted on at a regularly scheduled meeting of the State Board of Education. Nothing in this section is intended to guarantee restoration of a license.

(d) Notice of Hearing. Any person whose license is to be denied, formally reprimanded, suspended or revoked under part (b) or who is refused a license or certificate under part (c) shall be entitled to written notice and an opportunity for a hearing to be conducted as a contested case under the Tennessee Uniform Administrative Procedures Act, T.C.A. §4-5-301, et seq.

(e) Notification of Office of Teacher Licensing. It is the responsibility of the superintendent of the employing public or non-public school or school system to inform the Office of Teacher Licensing of licensed teachers or administrators who have been suspended or dismissed, or who have resigned, following allegations of conduct which, if substantiated, would warrant consideration for license suspension or revocation under parts (a) or (b). The report shall be submitted within thirty (30) days of the suspension, dismissal or resignation. The superintendent shall also report felony convictions of licensed teachers or administrators within 30 days of receiving knowledge of the conviction.

(10) Licensure for Applicants Trained in Other States.

(a) Tennessee has adopted the provisions of Interstate Agreement on Qualification of Educational Personnel as proposed by the National Association of State Directors of Teacher Education and Certification (NASDTEC). Participation in this agreement is

evidenced by signed reciprocal contracts between Tennessee and other individuals participating states as defined by the Interstate Certification Project (ICP).

(b) Licensure may be awarded to applicants from states which are not parties to the ICP but which are accredited by or affiliated with the National Council for Accreditation of Teacher Education (NCATE) on the same basis as those applying from states which are party to the ICP agreement.

(c) Licensure may be awarded applicants not covered by (a) or (b) above on the same basis as those applying from states which are party to the ICP agreement if one of the following conditions is met:

1. The applicant has received a recommendation from a teacher education institution which is NCATE approved; or
2. The Tennessee Department of Education has reviewed a state's program for approval of teacher education institutions and has found the program to be acceptable for purposes of granting full licensure in Tennessee, or

3. The applicant has been certified by the National Board for Professional Teaching Standards.

(d) The application for licensure must be accompanied by a set of official transcripts supplied by all institutions attended by the applicant.

(e) Licensure will be awarded in all endorsement areas (the areas most similar to those awarded in Tennessee), which are reflected on the full, currently valid teaching credential(s) supplied by the other qualifying state(s) and the area most closely related to the area of certification by the National Board for Professional Teaching Standards.

(f) Applicants meeting all requirements and having at least one year of acceptable teaching experience in another state will be issued the out-of-state teacher license. Those meeting all requirements but having less than one year of acceptable experience will be issued the apprentice teacher license.

(g) No endorsement which requires the master's degree or above as part of its requirements may be awarded to an individual not possessing said degree.

(h) Applicants with an out-of-state endorsement in a teaching area covering a grade span that is more narrow than the comparable Tennessee K-12 teaching endorsement, shall be awarded the Tennessee endorsement provided that at least one of the following conditions has been met:

1. The applicant has at least one year of documented successful teaching experience in the grade span not covered by the out-of-state endorsement in a school approved by the appropriate state governing body and a positive recommendation from the school system; or

2. The applicant has six hours of course work in current content in the teaching area in the grade span not covered by the out-of-state endorsement.

(11) Licensure for Exchange Teachers.

(a) Purpose. The international exchange teacher license is a professional, time-limited license designed to allow eligible teachers from other nations to teach in Tennessee schools for up to three consecutive years. The license is not renewable after the third

year. The intent of this license is to provide a three-year cultural exchange opportunity for Tennessee students and international teachers. If the teacher wishes to remain beyond the third year, the teacher must satisfy all requirements for regular teacher license.

(b) International Teacher Exchange License

1. To qualify for the international teacher exchange license, an applicant shall meet the following requirements:

(i) Hold primary citizenship outside the United States;

(ii) Hold the U.S. equivalent of a bachelor's degree or higher;

(iii) Hold a foreign teacher credential in a field comparable to that recognized in Tennessee;

(iv) Demonstrate proficiency in English;

(v) Provide verification from a Tennessee director of schools of intent to employ; and

(vi) Provide a recommendation by the government of a country with whom the Department of Education has signed a memorandum of agreement or by a recognized international exchange program.

2. Mentoring Requirements. The employing school shall establish a mentoring system providing international exchange teachers with: an orientation to the school; guidance in the basic principles of curriculum, instruction, and classroom management; appropriate resources; and on-going induction support as the teacher adjusts to professional expectations and the school situation.

3. Local Evaluation. The employing school shall annually evaluate the teacher using a method approved by the state board of education. Continued employment under the license shall be contingent on the teacher's successful evaluation.

(a) Validity Period. The international teacher exchange license is valid for three years and is non-renewable. The validity period begins on the date all application requirements for the license are met or July 1, whichever is more recent, and expires on June 30, three years later. If the applicant is employed between January 1 and June 30, the validity period begins on the first day of the month of employment and expires June 30, three years later.

(12) Approval of Teacher Education Units and Licensure Programs. All teacher preparation program units and licensure programs must be approved by the State Board of Education. This shall be done according to standards and procedures established by the State Board of Education.

(b) Teacher preparation programs may be offered by Tennessee institutions of higher education, Tennessee local education agencies or organizations in partnership with Tennessee local education agencies, or the Tennessee Department of Education.

(c) Teacher preparation programs offered by Tennessee local education agencies or organizations in partnership with Tennessee local education agencies must document extensive recruitment and rigorous selection of candidates based on district needs.

(d) Teacher preparation programs offered by the Tennessee Department of Education must document extensive recruitment and rigorous selection of candidates based on statewide needs for teachers with strong content knowledge in core academic subjects.

(13) Admission to Teacher Education Programs.

(a) Each institution of higher education offering teacher education programs will develop and submit to the State Department of Education a description of its admissions procedures, taking into account the Teacher Education Policy (January, 1988, as the same may be amended), National Council of Accreditation of Teacher Education (NCATE) standards, and guidelines promulgated by the State Board of Education.

(b) Praxis I, an assessment of academic skills, will be used as a part of the admissions process for entrance into teacher education. Praxis I offers two testing formats, the Pre-Professional Skills Test (PPST) in a paper-and-pencil format and the Computer-Based Academic Skills Assessments in a computer delivered format. Either form is acceptable.

1. Candidates seeking admission to approved teacher education programs in Tennessee colleges and universities shall attain scores as follows on either the Pre-Professional Skills Tests or the Computer-Based Academic Skills Assessments.

	Pre-Professional Skills Tests	Computer-Based Academic Skills Assessments
Mathematics	173	318
Reading	174	321
Writing	173	319

2. Candidates who fail to pass any required subtest(s) of the PPST may retake such subtests as often as such tests are administered. Candidates retaking any of the subtests must attain cut off scores in effect at the retesting time.

3. Persons who fail the tests after having taken them twice may appeal. Each institution of higher education will establish an appeals committee to evaluate the appeal of a person who has failed the tests but appears strong on other admissions criteria established by the institution. Appeals procedures and criteria will take into account the Teacher Education Policy and NCATE standards.

(c) Admissions procedures will specify the process by which failure to meet standards may be appealed. Each institution will report to the State Department of Education annually (1) the number of students admitted to teacher education programs, and (2) the number admitted on appeal.

(d) NCATE standards for admission to teacher education programs will apply to all candidates for teacher education, beginning with those seeking admission to teacher education programs in fall 1990.

(e) Candidates seeking admission to approved teacher education programs in Tennessee who have attained a composite score of 21 or above on the American College Testing Program (ACT) or a composite score of 22 or above on the Enhanced ACT Assessment or who have attained a combined verbal and mathematical score of 920 or above on the Scholastic Aptitude Test (SAT) or a combined verbal and mathematical

score of 1,020 or above on the recentered Scholastic Achievement Test (SAT) shall be exempt from taking a state-mandated test for admission.

(f) Candidates with a baccalaureate degree from a regionally accredited institution seeking admission to approved graduate level teacher education programs in Tennessee shall be exempt from taking a state-mandated test for admission provided the institution establishes appropriate test requirements.

(g) Institutions of higher education offering approved programs in school administration and supervision will develop and submit to the State Department of Education a description of admissions procedures in accordance with guidelines established by the State Board of Education.

(h) Candidates with a baccalaureate degree from a regionally accredited institution seeking admission to approved teacher preparation programs in Tennessee offered by Tennessee local education agencies or organizations in partnership with Tennessee local education agencies, or by the Tennessee Department of Education, must have attained a cumulative grade point average of 2.75 on a 4.0 scale, or a 3.00 on a 4.0 scale in the last sixty (60) credit hours.

(14) Experimental Programs of Teacher Education. Institutions of higher education may develop experimental programs leading to teacher licensure. Such programs must be approved by the State Board of Education.

(15) Advanced Academic Training Acceptable for Purposes of Salary Rating on the License.

(a) Master's Degree Designation.
An individual who holds a master's degree from a regionally accredited institution shall be granted the master's degree designation for salary purposes if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual or if the degree indicates by the nature of the courses that public education was the primary aim.

(b) Master's Degree Plus 30 Designation.
An individual who meets the master's degree designation shall be granted the master's degree plus 30 designation for salary purposes upon completion of 30 additional graduate semester hours of credit if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual or if the nature of the courses indicates that public education was the primary aim. Such credit must be earned from an institution that is regionally accredited.

(c) Education Specialist's Degree Designation.

1. An individual who holds an education specialist degree from a regionally accredited institution shall be granted the Education Specialist's degree designation for salary purposes.

2. An individual who has earned a terminal professional degree (e.g. Doctor of Medicine, Doctor of Jurisprudence, etc.) shall be given credit at the Education Specialist level if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual. The degree must be earned from an institution that is regionally accredited, accredited by the American Bar Association or the Liaison Committee on Medical Education or approved by a branch of state government.

(d) Doctor's Degree Designation.

An individual who holds a Doctor of Philosophy, Doctor of Education, or Doctor of Arts from a regionally accredited institution shall be granted the doctor's degree designation for salary purposes if the courses taken are functionally related to the area(s) of endorsement on the teaching license held by the individual or if the degree indicates by the nature of the courses that public education was the primary aim.

(e) Teachers of occupational education shall receive credit for advanced academic training on the same basis as other teachers.

(f) Individuals who seek or hold a license on a professional school service personnel license shall be granted the advanced degree designation for salary purposes if the courses taken are functionally related to the area of endorsement and an institution of higher education with an approved program recommends the individual for licensure.

(16) Superseded Regulations. All licensure regulations for initial endorsement that have been superseded by action of the State Board of Education shall be inapplicable no later than six years from the date of Board action.

(17) Issuance of licenses or permits to individuals holding advanced degrees. Individuals who hold advanced degrees that are not acceptable for salary purposes from an institution that is regionally accredited but who lack a bachelor's degree may be issued a license or permit at the bachelor's level.

0520-02-04-.02 Types of Licenses and Certificates.

(1) Credentials Currently Issued.

(a) Apprentice License (Teacher, Special Group Teacher). Initial three-year license issued to applicants who have completed a bachelor's degree and an approved program and who have submitted minimum qualifying scores on required teacher licensure examinations. Renewable.

(b) Apprentice Occupational Education License. Initial three-year license issued upon satisfactory completion of issuance requirements. Renewable.

(c) Professional License. A ten-year teaching license issued upon satisfactory performance at the apprentice level and accrual of three years of teaching experience. Renewable.

(d) Professional Occupational Education License. A ten-year teaching license issued upon satisfactory performance at the apprentice level and completion of other issuance requirements including accrual of three years of teaching experience. Renewable.

(e) Out-of-State Teacher License. Initial three-year license issued to applicants with acceptable teaching experience in other states. The applicant must have completed a bachelor's degree and an approved teacher education program or a program under terms of a signed reciprocal contract with another state and must have submitted minimum qualifying scores on the required teacher licensure examinations. Renewable.

(f) Non-Public School Teacher License. A five-year license issued to persons holding an apprentice or out-of-state license who are employed by a non-public school in Tennessee. The original term of the non-public school teacher license has the same expiration date as the teacher's existing apprentice or out-of-state license. Renewable.

(g) JROTC Teacher License. A five-year license issued to active or retired military personnel who seek to serve as junior reserve officers' training corps (JROTC) teachers, based upon a certification of preparation by the branch of the military approving the teacher placement. The JROTC teacher license does not entitle an individual to teach courses other than those designated as part of the JROTC program, consistent with the requirements of TCA 49-5-108. No other teaching endorsements may be added to a JROTC license. JROTC teachers may earn a teaching credential with an endorsement in a content area through a teacher preparation program approved by the state board of education. Renewable.

(h) International Teacher Exchange License. A three-year license issued to teachers participating in an international teacher exchange programs that meet certain criteria. Nonrenewable.

(i) Professional School Service Personnel License. A ten-year license issued upon satisfactory performance at the apprentice level and accrual of three years of teaching experience. Renewable.

(j) Beginning Administrator A License. Initial five-year license issued to applicants based upon a minimum of a master's degree, an approved school administration and supervision program, and submittal of minimum qualifying scores on the state required test/assessment for principals, supervisors of instruction, or other school administrators. Renewable.

(k) Beginning Administrator B License. Initial five-year license issued to applicants based upon a minimum of a master's degree, an approved school administration and supervision program that included an internship, and submittal of minimum qualifying scores on the state required test/assessment for principals, supervisors of instruction, or other school administrators. Renewable.

(l) Professional Administrator License. A ten-year license issued to applicants upon satisfactory performance for a minimum of two years (one year for applicants with approved internship experience) at the beginning administrator level as a principal, supervisor of instruction, or other school administrator position designated by state board of education policy to qualify for evaluation and recommendation for this license. Renewable. Persons having an endorsement in administration/supervision, supervisor of instruction, or principal on August 31, 1994, shall be issued a professional administrator license, regardless of whether such persons are employed as a principal, supervisor of instruction, or other educational position.

(m) Transitional License. A one-year license issued to applicants with a bachelor's degree who have verified knowledge of the teaching content area in accordance with policies of the State Board of Education and have been admitted to or enrolled in an approved transitional licensure program. Renewable two (2) times upon satisfactory progress toward completion of the program, consistent with state board of education policies. Effective no later than school year 2010-11. Individuals may teach on a transitional license for a maximum of three (3) years.

(n) Interim B Teacher License. A one-year license issued to applicants who meet all licensing requirements but lack minimum qualifying scores on required teacher licensure examinations. Renewable one time.

(o) Interim D License for Interns. A one-year license issued to applicants who have a bachelor's degree and who have been admitted to an approved teacher education program that includes an internship. Renewable two times.

(p) Adjunct License. A one-year license issued to applicants who teach no more than three classes in subject areas of critical shortage as designated by the state board of education and who hold a bachelor's degree, have verified knowledge of the teaching content area and have completed a pre-service preparation program approved by the state board of education. Renewable nine times.

(q) Emergency Teaching Credential. A one-year credential, effective for only one school year, to be issued to displaced licensed teachers under one of the following circumstances:

(1) The Governor declares a state of emergency or declares a disaster under TCA 58-2-107, and the Commissioner of Education determines the necessity of conferring an emergency credential to displaced persons, or

(2) A federal state of emergency is declared anywhere in the United States, and the Commissioner of Education determines the necessity of conferring an emergency credential to displaced persons.

0520-02-04-.03 The Transitional License, Interim Licenses, And Permits.

(1) The Transitional license is issued to individuals who meet the following requirements and are valid until the following August 31. Effective for teaching no later than school year 2009-10. Individuals may teach on a transitional/alternative license (of any kind) for a maximum of three (3) years.

(a) Transitional License

(1) The applicant must have been granted at least a bachelor's degree from a regionally accredited institution of higher education. The applicant must meet the content requirements for the desired area of endorsement by one (1) of the following: (a) completion of an academic major in the desired area of endorsement, (b) documentation of at least twenty-four (24) semester hours in the teaching content area, or (c) successful completion of the required specialty examination.

(2) The applicant must have been admitted to the transitional teacher preparation program consistent with policies adopted by the state board of education. The applicant must have successfully completed the orientation component of the professional education core before the first renewal of the license.

(3) A Tennessee director of schools must state intent to employ the applicant and must provide the requisite support of one (1) or more teacher mentors throughout the transitional licensure period.

(4) Applicants are eligible to participate in transitional teacher preparation programs in all teaching areas. Applicants may be required to complete requirements addressing the knowledge and skills specified for the endorsement sought in addition to the professional education core.

(5) School systems shall assess the effectiveness of the teacher each year using evaluation procedures approved by the state board of education.

(6) Each year of successful teaching on a transitional license shall count as one (1) year towards the professional license.

(7) One (1) year of successful teaching shall substitute for the student teaching requirement if the transitional licensure program is completed following the first year of teaching. If completion of the transitional licensure program requires two (2) or more years, then two (2) years of successful teaching shall substitute for the student teaching requirement.

(8) The transitional license may be reissued two (2) times, as necessary for program completion, provided that the teacher has received a successful evaluation and is making adequate progress in completing the professional development requirements of the transitional teacher preparation program.

(2) Interim licenses are issued to individuals who meet the following requirements and are valid until the following August 31.

(a) Interim B License.

(1) An interim B license shall be issued if the applicant meets all requirements as determined by the state board of education.

(2) A Tennessee director of schools must state intent to employ the applicant.

(3) An individual may be reissued an interim B license one time provided that a director of schools states intent to employ and a second time if the director verifies that the individual meets the criteria stated in TCA 49-5-5605.

(4) A fully licensed teacher from a state other than Tennessee who did not hold a teaching license in another state prior to July 1, 1984, and who meets all requirements except testing requirements, shall be issued an interim B license for one year. At the end of the first year of employment, upon successful completion of the test requirements, local evaluation, other minimum requirements, and the recommendation of the local education agency, the applicant may apply for the appropriate license based on allowable teaching experience.

(b) Interim D License for Interns.

1. The applicant must have been granted a bachelor's degree from a regionally accredited institution of higher education and must be admitted to an approved teacher education program that includes an internship.

2. The applicant must be recommended for the license by an institution of higher education with an approved teacher education program that includes an internship.

3. Successful completion of the internship shall count as the first apprentice year of teaching.

4. The interim D license for Interns may be reissued two times; an intern may teach using the license for the equivalent of no more than one school year.

(3) Adjunct licenses are issued to individuals who meet the following requirements and are valid until the following August 31.

(a) Adjunct License.

1. The applicant must hold at least a master's degree or a bachelor's degree with 24 semester hours of credit in the content area in which they will be teaching from a regionally accredited institution of higher education and must have at least five years of work experience in the subject(s) to be taught.

2. The applicant for an adjunct license must have completed the pre-service portion of an adjunct licensure program that addresses the knowledge and skills in the professional education core and that has been approved by the state board of education.

3. A Tennessee director of schools must state intent to employ the applicant for specific subject(s) and course(s) not to exceed three classes and must provide a mentor teacher for the applicant during the first year of teaching.

4. Applicants are eligible for an adjunct license for the specific subject(s) or course(s) indicated on the application in subject areas of critical shortage as designated by the state board of education.

5. School systems shall assess the effectiveness of the teachers annually using the evaluation procedures approved by the state board of education.

6. Applicants may renew an adjunct license annually but not more than nine times provided that a director of schools states intent to employ and provided that the applicant has received a successful evaluation in the preceding year. Before the first renewal, the applicant must have passed all required licensure examinations.

7. The teacher shall not attain licensure beyond the approved subject(s) or course(s) without successfully completing the state's regular or alternative licensure programs.

(4) Permit.

(a) The state may issue a permit when a school system meets the following requirements:

1. A director of schools must state intent to employ and indicate the position to be held by the applicant.

2. The school system must indicate that it is unable to obtain the services of a licensed teacher for the type and kind of school in which a vacancy exists.

3. The school system must have posted the position, advertised in appropriate media, and listed the position on a state or national Internet website.

(b) The state may issue a permit to a school system to hire an applicant one time and only if the applicant holds a bachelor's degree. A bachelor's degree is not required for an applicant in occupational education.

0520-02-04-.04 Application For The Teacher License

(1) In-State Applicant for Initial License. The applicant shall apply to the Office of Teacher Licensing. An applicant who has completed an approved teacher education program at a Tennessee institution shall make application through the appropriate official of the institution of higher education.

(2) Out-of-State Applicant for License. An applicant from a state other than Tennessee shall make application to the Office of Teacher Licensing. An apprentice license shall be issued to teachers who have no teaching experience. The out-of-state teacher license shall be issued to applicants from other states who have one or more years of acceptable teaching experience and who meet all current requirements for a Tennessee teaching license, or who meet the conditions of a signed reciprocal contract. When the teacher has successfully completed the requisite years of experience in a Tennessee public school and has met other requirements, the teacher shall be issued the appropriate license.

(3) Official transcripts, which bear the school seal and/or signature of the registrar, of all college credits must be submitted with the application. These transcripts and forms upon which licensure is granted become the property of the State of Tennessee. Photocopies are not acceptable.

(4) Upon receipt of the applications, transcripts, and results of any tests required by the State Board of Education, the materials will be evaluated and a license will be sent to the applicant or the materials will be returned with a statement of deficiencies.

0520-02-04-.05 The PRAXIS Series: Professional Assessments for Beginning Teachers.

(1) Individuals applying for initial teacher licensure in Tennessee shall submit passing scores on a test that measures professional knowledge and is correlated to Tennessee's Professional Education Standards. This requirement does not apply to school counselors, school psychologists, school social workers, or speech/language teachers.

(2) Applicants for licensure in Tennessee shall submit passing scores on the content specialty area test(s) for all endorsements to be listed on the licenses.

(3) Applicants who are deaf or hard of hearing who seek licensure and endorsement in Special Education: Hearing PreK-12 shall take the licensure exam covering Tennessee's Professional Education Standards and shall take the designated licensure content specialty exam(s). However, there shall be no minimum scores required on these examinations for candidates who are deaf or hard of hearing.

(4) An applicant from another state may be exempt from Tennessee's testing requirements if the applicant meets one of the following conditions:

(a) The applicant holds a valid license from a reciprocal state and provides verification of appropriate experience, or

(b) The applicant completes a teacher preparation program in a reciprocal state and holds a full license from that state, or

(c) The applicant has been certified by the National Board for Professional Teaching Standards.

(5) The examinations and corresponding required scores are specified in Board Policy 5.105.

0520-02-04-.06 Reserved

0520-02-04-.07 Requirements for Endorsements, Grades 7-12, On A Teacher License

0520-02-04-.08 Reserved

0520-02-04-.09 Requirements for Endorsements, Grades 7-12 , On A Teacher License

(1) Teachers who hold a valid Tennessee license with a 7-12 endorsement may add a 7-12 endorsement by obtaining a passing score on all of the required, state-approved teacher licensure specialty exams and submitting application with the passing scores to the State Department of Education.

(2) through (4) Reserved.

(5) Bible.

(6) and (7) Reserved.

(8) Driver Education.

The applicant shall hold an endorsement in another subject area, grades 7-12 or K-12 and shall complete at least 10 semester hours of driver and traffic safety education including the following areas:

(a) Basic driver and traffic safety education

(b) Advanced driver and traffic safety education

(c) General safety

(d) First aid and emergency medical services.

(9) through (26) Reserved.

0520-02-04-.10 Requirements For Endorsements, Grades 9-12, On A Teacher License

(1) through (13) Reserved.

(14) Superintendent.

(a) The applicant shall hold a license endorsed principal, supervisor of instruction, or administration/supervision.

(b) The applicant shall have at least a master's degree. The applicant shall have a graduate major in educational administration and supervision or a minimum of 20 graduate semester hours in administration, supervision, and related courses. The following courses must be included:

1. School organization and administration

2. Supervision

3. Curriculum development

4. School finance

5. School plant and transportation

6. School and community relations.

(c) The applicant shall have five years acceptable experience which shall include teaching and/or administration.

(15) Supervisor of Attendance.

(a) The applicant shall hold a teacher license.

(b) The applicant shall have 5 years of teaching experience.

(c) The applicant shall complete 8 semester hours in areas such as:

1. Counseling and guidance

2. Community and school relations

3. Special education

4. Social case work

5. State and federal laws relating to school attendance.

0520-02-04-.11 Reserved

0520-02-04-.12 Requirements For The Professional School Service Personnel License.

The professional school service personnel license requires at least a bachelor's degree and is issued to an applicant who has met the requirements for an endorsement as a school counselor, school psychologist, school social worker, school food service supervisor, school speech-language pathologist, and school audiologist. The license is valid for ten years and may be renewed in accordance with the same regulations that are specified for renewal of a Tennessee teacher professional license.

(1) School Food Service Supervisor Endorsement

(a) The applicant shall hold a bachelor's degree and the applicant shall be a licensed educator or shall have completed at least 18 semester hours in education, psychology, or sociology.

(b) The applicant shall complete 12 semester hours including course work in each of the following:

1. A field experience of 6 semester hours, or

2. A professional experience--supervised by a licensed school food service supervisor--of at least 120 clock hours including the following areas: procurement, quantity foods, design and layout, and sanitation and food safety.

(2) School Speech-Language Pathologist

Candidates applying for a professional school service personnel license as a school speech-language pathologist shall satisfy one of the following criteria:

(a) Applicants new to the field seeking initial professional school service personnel licensure shall complete a graduate degree in speech-language pathology from a state or regionally accredited institution of higher education with a speech-language graduate level program approved by the American Speech-Language-Hearing Association. They must also achieve a passing score on the examination required by the State Board of Education in Rule 0520-02-04-.05. Fully licensed teachers who are serving on employment standard waivers as speech-language teachers shall meet these requirements to be licensed as a school speech-language pathologist.

(b) Speech-language pathologists who hold a valid license issued by Tennessee or an out-of-state licensing Board of Communication Disorders and Sciences or who hold the Certificate of Clinical Competence from the American Speech-Language-Hearing Association may be issued the professional school service personnel license upon application. There are no additional requirements.

(c) Speech-language teachers who have a graduate degree or master's equivalence in speech-language pathology and hold a valid Tennessee teacher license with a speech-language endorsement may be issued the professional school service personnel license upon application.

(d) Fully licensed bachelor's level speech-language teachers employed prior to July 1, 2000 may apply for the professional school services personnel license upon completion of the requirements for the master's equivalence. Candidates must earn at least five (5) graduate level semester hours each year and they must complete all program requirements prior to July 1, 2010.

(e) Speech-language pathologists who have a graduate degree in speech-language pathology and hold a valid out-of-state educational credential issued before September 1, 2000, may be issued the professional school services personnel license upon application. Applicants with valid credentials issued on or after that date shall pass the examination required by the State Board of Education.

(3) Candidates applying for a professional school service personnel license as a school audiologist shall satisfy one of the following criteria:

(a) Applicants new to the field seeking initial professional school services personnel licensure shall complete a graduate degree in audiology from a state or regionally accredited institution of higher education with a graduate level program approved by the American Speech-Language-Hearing Association.

(b) Audiologists who hold a valid license issued by Tennessee or an out-of-state licensing Board of Communication Disorders and Sciences or who hold the Certificate of Clinical Competence from the American Speech-Language-Hearing Association may be issued the professional school services personnel license upon application. There are no additional requirements.

(c) Audiologists who have a graduate degree in audiology and hold a valid out-of-state educational credential issued before September 1, 2000, may be issued the professional school service personnel license upon application. Applicants with valid credentials issued on or after that date shall pass the examination required by the State Board of Education.

0520-02-04-.13 Requirements for The Occupational Education License.

(1) Apprentice Occupational Education License

(a) Issuance of License

An apprentice occupational education license may be issued to individuals who meet the following requirements. Qualifications including experience and educational preparation shall be reviewed by the Department of Education staff who shall recommend issuance of the apprentice occupational education license.

1. Health Science

(i) The secondary health science teacher shall have completed one (1) year of successful employment, obtained through full-time or part-time status, within the past five (5) years in a related health occupation prior to teaching.

(ii) Health science teachers must hold an associate or higher degree in a health-related area and hold current licensure registration or certification in an allied health occupation or current licensure as a registered nurse in Tennessee. Teachers must successfully complete a comprehensive test administered or accepted by the Tennessee Health Related Boards.

2. Other Occupational Educator

(i) Effective September 1, 2002, other occupational educators shall hold and maintain a current industry certification, where available, in the specific endorsement area for which they are licensed. This Industry Certification may be acquired prior to Apprentice license, but must be presented at the time the teacher advances from Apprentice to Professional Occupational License.

(ii) Endorsements in Other Occupational Education can be obtained through one of five different pathways using work experience, industry certification and postsecondary training. The five possible pathways are:

(I) Credentialed (certificate or diploma) postsecondary training in the endorsed area, or associate degree, or industry certification may substitute for two (2) years of work experience. In addition, applicant must also have at least three (3) years of work experience in the endorsed area in the last eight (8) years for a total of five (5) years; or

(II) A combination of an associate degree related to the endorsed area and industry certification may be substituted for four (4) years of work experience. In addition, applicant must have at least one (1) year of work experience in the endorsed area in the last eight years (8) for a total of five (5) years; or

(III) A bachelor's degree or higher degree in the endorsed area may be substituted for four (4) years of work experience. In addition, applicant must also have at least one (1) year of work experience in the endorsed area—paid or unpaid in the field of

criminal justice—in the last eight (8) years for a total of five (5) years; or

(IV) Five (5) years of full-time work experience accrued in the occupational area of endorsement within the last eight (8) years.

(V) A master's degree or higher in criminal justice may be substituted for the five (5) years of work experience in criminal justice.

(iii) An other occupational educator shall be a high school graduate or the equivalent, as determined by the General Education Development (GED) test.

(iv) Cosmetology and barbering teachers must hold current licensure issued by the respective state licensing board to instruct in Tennessee.

(b) Validity of License.

The apprentice occupational education license shall be valid for five (5) years; except that when a teacher becomes employed in a Tennessee public school, the license shall be valid until the teacher has been employed three (3) years at the apprentice level.

(c) Renewal of License.

1. The holder of the apprentice occupational education license who was not employed for three (3) or more years in a Tennessee public school during the five (5) year period of license validity may be reissued the license.

2. In order to have the license reissued, the teacher must have obtained or maintained current industry certification in the area of endorsement where available and acceptable as the industry standard.

3. In order to have the license reissued, the teacher must provide verification of the updating of competency in the occupational area including two (2) years of work experience within the past five (5) years or sixty (60) clock hours of participation in professional/technical workshops or a combination.

(2) Professional Occupational Education License.

(a) Issuance of License.

The teacher may advance to the professional occupational education license provided that he/she has completed the following requirements. Prior to the fourth year of teaching, the teacher shall provide to the Department of Education documentation that the following requirements have been met:

1. Attendance during the first year of teaching for a total of five (5) days at new teacher training sponsored by Career & Technical Education Division, Department of Education.

2. Four (4) days release time to observe three (3) experienced teachers within their endorsed teaching area and one (1) experienced teacher outside of their teaching area.

3. Assigned teacher mentor during the first three (3) years of teaching.

4. Complete three (3) years of teaching in an approved school.

5. Receive a positive recommendation from the local education agency based on evaluation under a model approved by the State Board of Education.

6. Complete successfully a teacher education program of eighteen (18) semester hours designed to meet the knowledge and skills for teacher preparation. Candidates must be recommended by an institution of higher education with a preparation program approved according to standards and guidelines established by the State Board of Education. A teacher who meets all the knowledge and skills at the time of employment is exempted from these requirements.

7. Current/valid Industry Certification where required by teacher endorsement area.

(b) Validity of License.

The professional occupational education license shall be valid for ten (10) years.

(c) Renewal of License.

1. A professional occupational education license issued on a bachelor's degree or less is renewable upon verification of completion of ninety (90) professional renewal points (six (6) semester hours of appropriate coursework may be substituted for ninety (90) renewal points) within the ten (10) year period prior to the date of the renewal of the license. Professional renewal points are defined in the Professional License Renewal Guide.

2. A professional occupational education license based on a master's degree or above may be renewed with verification of five (5) years endorsed area teaching experience during the period of license validity. In the absence of five (5) years of endorsed area teaching experience, the license is renewable based on verification of completion of ninety (90) professional renewal points (six (6) semester hours of coursework may be substituted for ninety (90) renewal points) within the ten (10) year period prior to the date of the renewal of the license.

3. All teachers that need to earn ninety (90) renewal points and satisfy Career and Technical Education requirements must provide the following documentation:

(i) Verification of four hundred eighty (480) hours of non-teaching work experience in the occupational area of endorsement, or ninety (90) clock hours of participation in professional/technical workshops (six (6) semester hours of appropriate coursework may be substituted for ninety (90) clock hours of professional/technical workshops).

(ii) All applicants for cosmetology, barbering, and health science must also submit proof they hold a current state license to practice that profession.

(iii) Industry Certification for other occupational educators must also be submitted where required by teacher endorsement area.

0520-02-04-.14 Renewal of Teacher Licenses.

(1) Professional License.

(a) A professional license issued on a bachelor's degree is renewable upon verification of completion of ninety (90) renewal points within the ten (10) year period prior to the date of the renewal of the license. Renewal points are defined in the License Renewal Guide.

(b) A professional license issued on a master's degree or above is renewable upon the presentation of evidence of five (5) years' experience within the ten (10) year period prior to the date of renewal of the license. In the absence of five (5) years of experience, the license is renewable upon verification of completion of ninety (90) renewal points within the ten (10) year period prior to the date of the renewal of the license.

(2) Apprentice License.

(a) The holder of an apprentice teacher license who has three (3) years acceptable experience in a Tennessee public school during the period of license validity but who lacks the required positive evaluation to move to the professional teacher license shall be reissued the apprentice teacher license.

(b) An apprentice teacher license issued on a bachelor's degree is renewable upon verification of completion of forty-five (45) renewal points within the five (5) year period prior to the date of the renewal of the license. Renewal points are defined in the License Renewal Guide.

(c) An apprentice teacher license issued on a master's degree or above is renewable upon the presentation of evidence of three (3) years' experience within the five (5) year period prior to the date of the renewal of the license.

0520-02-04-.15 Renewal of Administrator Licenses.

(1) Beginning Administrator A and B Licenses.

(a) A beginning administrator license is renewable upon application.

(2) Professional Administrator License.

(a) A professional administrator license is renewable upon application.