

**Department of State  
Division of Publications**

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Sequence Number: 10-25-15  
Rule ID(s): 6064  
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Effective Date: 1-25-16

## 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.*

<b>Agency/Board/Commission:</b>	State Board of Education
<b>Division:</b>	
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**Revision Type (check all that apply):**

- Amendment  
 New  
 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
0520-02-03	Educator Licensure
Rule Number	Rule Title
0520-02-03-.01	General Information and Regulations
0520-02-03-.02	Teacher Licenses
0520-02-03-.03	Licensure, Instructional Leader
0520-02-03-.04	School Service Personnel Licenses
0520-02-03-.05	Occupational Education Licenses
0520-02-03-.06	Out of State Applicants
0520-02-03-.07	Other Special Cases
0520-02-03-.08	Permits
0520-02-03-.09	Denial, Formal Reprimand, Suspension and Revocation
0520-02-03-.10 through 0520-02-03-.94	Repealed

Educator Licensure  
0520-02-03  
Repeal/New

Rule 0520-02-03 Teacher Education Licensure is repealed in its entirety and the following new rule 0520-02-03, including title and table of contents shall read as follows:

Educator Licensure  
0520-02-03

Table of Contents

0520-02-03-.01	General Information and Regulations	0520-02-03-.06	Out of State Applicants
0520-02-03-.02	Teacher Licenses	0520-02-03-.07	Other Special Cases
0520-02-03-.03	Licensure, Instructional Leader	0520-02-03-.08	Permits
0520-02-03-.04	School Service Personnel Licenses	0520-02-03-.09	Denial, Formal Reprimand, Suspension and Revocation
0520-02-03-.05	Occupational Education Licenses	0520-02-03-.10 through 0520-02-03-.94	Repealed

Rule 0520-02-03 Teacher Education Licensure is repealed in its entirety and the following language is inserted, so that the new rule shall read:

0520-02-03-.01 General Information and Regulations.

(1) Prospective Educators.

- (a) Securing a License. The educator shall be responsible for securing a license, 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.
- (b) Unless otherwise designated in this chapter, prospective educators seeking initial licensure must hold a bachelor's degree from a regionally accredited college or university, be enrolled in or have completed a state-approved educator preparation program, and meet all requirements regarding assessments and qualifying scores as specified by State Board of Education rules or policy.
- (c) Prospective educators seeking initial licensure must meet requirements in at least one area of endorsement.
- (d) In-State Applicant for Initial License. An In-State applicant applying for an initial license must apply through the appropriate official of the educator preparation provider.
- (e) At the time of application, prospective educators seeking initial licensure must be recommended by an approved educator preparation provider.
  - 1. For applicants who have completed a licensure program, the provider must indicate that the applicant has successfully completed all required components of the program and indicate the area(s) of endorsement for which the applicant has successfully completed requirements. Recommendations must be received within five (5) years of the date of program completion. If a candidate completed a program more than five (5) years prior to the date of the application, the candidate may attempt to secure an updated recommendation from the provider. Educator preparation providers are under no

obligation to issue an updated recommendation. Recommendations must attest that the candidate has met current standards for licensure.

2. For applicants who are enrolled in a licensure program, the provider must indicate the area(s) of endorsement for which the applicant has successfully demonstrated content competency. Verification of successful program completion, including verification of the endorsement areas for which the candidate is recommended, must be submitted by the end of the validity period of the initial license.
  - (f) Official transcripts of all college credits, bearing the school seal and/or signature of the registrar, 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.
  - (g) Upon receipt of the applications, transcripts, and results of required assessments, materials will be evaluated and a license will be issued to the applicant or the applicant will be notified of deficiencies.

(2) Licensed Educators.

- (a) Duration of License or Certificate. Initial licenses become valid on the date of issuance. The end of the validity period of the license will be set for August 31. The year of expiration is determined by the date of issuance and advances one year on March 1 of each year.
- (b) Licensure Expectations. All expectations for licensure advancement and renewal shall be defined in State Board of Education policy.
- (c) Change of Name and Address. If a licensed educator changes his or her name or address by legal means, the holder must report such changes to the Office of Educator Licensing within thirty (30) days of making the change.

Authority: T.C.A. § 49-1-302.

0520-02-03-.02 Teacher Licenses.

- (1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all teacher licenses.
- (2) Licenses Currently Issued.
  - (a) Practitioner License. Initial three (3) year teacher license issued to applicants who hold a bachelor's degree, are enrolled in or have completed a preparation program approved by the State Board of Education, and have verified content knowledge as defined in State Board policy. The Practitioner License may be renewed once.
  - (b) Professional License. A six (6) year teacher license issued upon meeting licensure expectations at the practitioner level and completion of an approved educator preparation program. The Professional License is renewable.
  - (c) Non-Public School Teacher License. A ten (10) year license issued to individuals who qualify for or hold a valid Tennessee teaching license, have current certification from the National Board for Professional Teaching Standards, or hold a valid license from another state. The non-public license only provides license for an educator to work in a Tennessee non-public school. The Non-Public School Teacher License is renewable.

- (d) JROTC Teacher License. A five (5) 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 T.C.A. § 49-5-108. No other teaching endorsements may be added to a JROTC license. JROTC teachers may earn a teaching license with an endorsement in a content area through an educator preparation program approved by the State Board of Education. The JROTC Teacher License is renewable.
- (e) Adjunct License. A one (1) year license issued to applicants who teach no more than three (3) 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. The Adjunct License is renewable nine (9) times.

Adjunct teachers must meet the following criteria:

1. The applicant must hold at least a bachelor's degree or a master's degree from a regionally accredited institution of higher education that includes at least twenty-four (24) semester hours of credit in the content area in which they will be teaching.
  2. The applicant must have at least five (5) years of work experience in the subject(s) to be taught.
  3. The applicant 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.
  4. A Tennessee director of schools must state intent to employ the applicant for specific subject(s) and course(s) not to exceed three (3) classes and must provide a mentor teacher for the applicant during the first year of teaching.
  5. 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.
  6. School systems shall assess the effectiveness of the teachers annually using the evaluation procedures approved by the State Board of Education.
  7. Applicants may renew an adjunct license annually but not more than nine (9) 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.
  8. 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.
- (f) International Teacher Exchange License. The international exchange teacher license is a time-limited license designed to allow eligible teachers from other nations to teach in Tennessee schools for up to three (3) consecutive years. 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 (3) years later. If the applicant is employed between January 1 and June 30, the validity period begins on the first (1<sup>st</sup>) day of the month of employment and expires June 30, three (3) years later. If the teacher wishes to remain beyond the third (3<sup>rd</sup>) year, the teacher must satisfy all requirements for a professional teacher license. Districts that wish to employ teachers holding this license must adhere to State Board of Education policies regarding mentoring and evaluation of

these teachers. The International Teacher Exchange License is nonrenewable.

Teachers participating in an international teacher exchange program must meet the following criteria:

1. Hold primary citizenship outside the United States;
2. Hold the U.S. equivalent of a bachelor's degree or higher;
3. Hold a foreign teacher credential in a field comparable to that recognized in Tennessee;
4. Demonstrate proficiency in English;
5. Provide verification from a Tennessee director of schools of intent to employ; and
6. 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.

(3) License Advancement and Renewal.

- (a) Practitioner License. At the end of the validity period of the initial practitioner license, if the educator has not met licensure expectations, the practitioner license may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
- (b) Professional License. At the end of the validity period of the professional license, if the educator has met licensure expectations, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.

(4) Additional Endorsements.

- (a) Licensed teachers must submit qualifying scores on all required, state-approved teacher licensure specialty assessments for additional endorsements.
- (b) Licensed teachers seeking to add endorsements may complete an educator preparation program. In some cases, as defined in State Board policy, teachers may add an endorsement by using a test-only.
- (c) Licensed teachers who complete programs of study for additional endorsements at education preparation providers in other states may be recommended by the out-of-state provider to the Tennessee Department of Education.

Authority: T.C.A. § 49-1-302.

0520-02-03-.03 Licensure, Instructional Leader.

- (1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all instructional leader licenses.
- (2) Licenses currently issued:
  - (a) Instructional Leadership License-Aspiring (ILL-A). Initial five (5) year instructional leader license issued candidates who are enrolled in an instructional leader preparation program approved by

the State Board. The Instructional Leadership License-Aspiring is not renewable.

- (b) Instructional Leadership License-Beginning (ILL-B). Initial five (5) year instructional leader license issued to candidates who have completed an instructional leader preparation program approved by the State Board and have submitted a qualifying score on the required licensure assessment. The Instructional Leadership License-Beginning is renewable.
- (c) Instructional Leadership License-Professional (ILL-P). Five (5) year instructional leader license issued to educators who have met licensure expectations for advancement from the ILL-B. The Instructional Leadership License-Professional is renewable.
- (d) Instructional Leadership License-Exemplary (ILL-E). Eight (8) year instructional leader license issued to educators who have held an ILL-P or Professional Administrator License (PAL) for at least two (2) years and are eligible for the ILL-E as stipulated by State Board policy. The Instructional Leadership License-Exemplary is renewable.

(3) License Advancement and Renewal.

- (a) Instructional Leadership License-Aspiring (ILL-A). At the end of the validity period of the initial ILL-A, if the educator has met licensure expectations, the license will be advanced to the ILL-B. At the end of the validity period of the initial ILL-A, if the educator has not met licensure expectations, the license will become inactive.
- (b) Instructional Leadership License-Aspiring (ILL-B). At the end of the validity period of the ILL-B, if the educator has met licensure expectations as defined in State Board policy, the license will be advanced to the ILL-P. If the educator has not met licensure expectations by the end of the first validity period of the license, the ILL-B may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
- (c) Instructional Leadership License-Professional (ILL-P). At the end of the validity period of the ILL-P, if the educator has met licensure expectations as defined in State Board policy, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.
- (d) Instructional Leadership License-Professional (ILL-E). At the end of the validity period of the ILL-E, if the educator has met licensure expectations as defined in State Board policy, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.

(4) Those who hold a Professional Administrator License (PAL) license issued prior to September 15, 2009, may maintain that license until July 1, 2022, at which time the ILL-P or ILL-E license will be required.

(5) Assistant principals, teaching principals, or dual assignment personnel with more than fifty percent (50%) of their responsibilities involved in instructional leadership must be properly licensed.

Authority: T.C.A. § 49-1-302.

0520-02-03-.04 School Service Personnel Licenses.

- (1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all school service personnel licenses.
- (2) Licenses Currently Issued.

- (a) Practitioner School Service Personnel License. Initial three (3) year license issued to applicants upon completion of a preparation program approved by the State Board of Education, leading to endorsement as a school counselor, school psychologist, school social worker, school food service supervisor, school speech-language pathologist, or school audiologist. Applicants must have also submitted qualifying scores on the state required licensure assessment. The Practitioner School Service Personnel License is renewable once.
- (b) Professional School Service Personnel License. A six (6) year license issued to applicants upon meeting licensure expectations at the practitioner level, as a school counselor, school psychologist, school social worker, school food service supervisor, school speech-language pathologist, or school audiologist. The Professional School Service Personnel License is renewable.

(3) License Advancement and Renewal.

- (a) Practitioner School Service Personnel License. At the end of the validity period of the initial practitioner license, if the educator has not met licensure expectations, the practitioner license may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
- (b) Professional School Service Personnel License. At the end of the validity period of the professional license, if the educator has met licensure expectations, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.

Authority: T.C.A. § 49-1-302.

0520-02-03-.05 Occupational Education Licenses.

- (1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all occupational education licenses, except for the requirement of a bachelor's degree.
- (2) Licenses Currently Issued.
  - (a) Practitioner Occupational Education License. Initial three (3) year license issued to applicants who have met endorsement requirements pursuant to State Board of Education policy and have had content verification provided by the Tennessee Department of Education. The Practitioner Occupational Education License is renewable once.
  - (b) Professional Occupational Education License. A six (6) year license issued to applicants upon meeting licensure expectations at the practitioner level, completing coursework covering the professional education standards and additional requirements as defined in State Board of Education policy. The Professional Occupational Education License is renewable.

(3) License Advancement and Renewal.

- (a) Practitioner Occupational Education License. At the end of the validity period of the initial practitioner license, if the educator has not met licensure expectations, the practitioner license may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
- (b) Professional Occupational Education License. At the end of the validity period of the professional license, if the educator has met licensure expectations, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.

Authority: T.C.A. § 49-1-302.

0520-02-03-.06 Out of State Applicants.

(1) General Requirements.

- (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 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 accrediting body with which the State of Tennessee has entered into an agreement on the same basis as those applying from states which are party to the ICP agreement.
- (c) Licensure may be awarded to applicants not covered by Paragraphs (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 an educator preparation provider which is accredited by the same national accrediting body with which the State of Tennessee has entered into an agreement; or
  - 2. The Tennessee Department of Education has reviewed a state's process for approving educator preparation providers and has found the process to be acceptable for purposes of granting full licensure in Tennessee.
- (d) An applicant from a state other than Tennessee must apply directly to the Office of Educator Licensing.
- (e) The application for licensure must be accompanied by a set of official transcripts supplied by all institutions attended by the applicant.
- (f) An applicant from another state must submit qualifying scores for assessments required by the State Board of Education. Scores must have been obtained within five (5) years prior to the date of application for licensure.
- (g) No license or endorsement which requires a Master's Degree or above as part of its requirements may be awarded to an individual not possessing said degree.

(2) Teacher Licensure for Applicants Trained in Other States.

- (a) Applicants meeting all requirements will be issued a practitioner license except those who have been certified by the National Board for Professional Teaching Standards who will be issued a professional license.
- (b) 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 licensure 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.
- (c) 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 based on parameters defined by State Board policy.

(3) Instructional Leader Licensure for Applicants Trained in Other States.

- (a) Applicants who have completed an instructional leader preparation program approved in a state other than Tennessee who have not yet submitted qualifying scores on the required licensure assessment may be issued an ILL-A. Upon submitting qualifying scores, the educator license may be advanced to the ILL-B.
- (b) Applicants meeting all requirements will be issued an ILL-B.

(4) School Service Personnel Licensure for Applicants Trained in Other States.

- (a) Applicants meeting all requirements will be issued a Practitioner License.
- (b) The Practitioner School Services Personnel License will be awarded to applicants who hold a full and valid school service personnel license from another state.

Authority: T.C.A. § 49-1-302.

0520-02-03-.07 Other Special Cases.

- (1) 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.
- (2) Experience in Lieu of Student Teaching. An individual applying for a license who holds at least a bachelor's degree may present evidence of three (3) years of successful teaching experience in an approved school or a National Association for the Education of Young Children (NAEYC) accredited early childhood education program at the grade level of work authorized by the endorsement sought in lieu of student teaching.
- (3) 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 (4), which the holder spent in military service during the life of the license. Four (4) calendar months of military service during any school year shall be counted as a full year for purposes of extending the license.
  - (b) The five (5) 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.
- (4) 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 eight (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 eight (8) semester hours in an approved educator preparation program. The applicant must successfully complete the approved educator preparation program in order to advance to a Professional License.
  - 2. Secure a properly certified statement from an educator preparation program approved by the State Board of Education indicating all deficiencies and/or probations have been met.
- (5) Emergency Teaching Credential. A one (1) year credential, effective for only one school year, to be issued to displaced licensed teachers under one of the following circumstances:
  - (a) The Governor declares a state of emergency or declares a disaster under T.C.A. § 58-2-107, and the Commissioner of Education determines the necessity of conferring an emergency credential to displaced persons, or
  - (b) 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.

Authority: T.C.A. § 49-1-302.

0520-02-03-.08 Permits.

(1) Permits.

- (a) The state may issue a permit when a school district or public charter school meets the following requirements:
  - 1. A director of schools or public charter school leader must state intent to employ and indicate the position to be held by the applicant.
  - 2. The school district or public charter school must indicate that it is unable to obtain the services of a licensed educator for the type and kind of school in which a vacancy exists.
  - 3. The school district or public charter school must identify and document a targeted recruitment strategy for the position or shortage areas. The strategy may include, but is not limited to, partnerships with educator preparation providers, advertisements, or recruitment campaigns.
- (b) The state may issue a permit to a school district or public charter school to hire an applicant one (1) time and only if the applicant holds a bachelor's degree. A bachelor's degree is not required for an applicant in occupational education.

Authority: T.C.A. § 49-1-302.

0520-02-03-.09 Denial, Formal Reprimand, Suspension and Revocation.

- (1) 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, a sexual offense or a violent sexual offense as defined in 40-39-202, any offense in title 39, chapter 13, 39-14-301 and 39-14-302, 39-14-401 and 39-14-404, 39-15-401 and 39-15-402, 39-17-1320, or any other offense in title 39, chapter 17, part 13 (including conviction on a plea of guilty or nolo contendere, conviction for the same or similar offense in any jurisdiction, or conviction for the solicitation of, attempt to commit, conspiracy, or acting as an accessory to such offenses). The Board will notify persons whose licenses are subject to automatic revocation at least thirty (30) days prior to the Board meeting at which such revocation shall occur.

- (2) The State Board of Education may revoke, suspend, reprimand formally, or refuse to issue or renew a license for the following reasons:
- (a) Conviction of a felony;
  - (b) Conviction of possession of narcotics;
  - (c) 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;
  - (d) Falsification or alteration of a license or documentation required for licensure;
  - (e) 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
  - (f) Other good cause. Other good cause shall be construed to include noncompliance with security guidelines for Tennessee Comprehensive Assessment Program (TCAP) or successor tests pursuant to T.C.A. § 49-1-607, default on a student loan pursuant to T.C.A. § 49-5-108(d)(2) or failure to report under part (e).

For purposes of this part (2), "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.

(3) Restoration of License.

- (a) 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 State Board.
- (b) A person whose license has been denied or revoked under parts (1) or (2) may apply to the State 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 Educator 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.

- (4) Notice of Hearing. Any person who is formally reprimanded or whose license is to be denied, suspended or revoked under part (2) or who is refused a license or certificate under part (3) 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.
  
- (5) Notification of Office of Educator Licensing. It is the responsibility of the superintendent of the employing public or non-public school or school system to inform the Office of Educator 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 (1) or (2). 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 thirty (30) days of receiving knowledge of the conviction.

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)
Chancey	X				
Edwards	X				
Hartgrove	X				
Johnson				X	
Pearre				X	
Roberts				X	
Rolston	X				
Tucker	X				
Troutt	X				
Student Member				X	

I certify that this is an accurate and complete copy of proposed rules, lawfully promulgated and adopted by the Tennessee State Board of Education on 9/24/2015, 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: 10/7/15

Signature: *Sara Heyburn*

Name of Officer: Dr. Sara Heyburn

Title of Officer: Executive Director



Subscribed and sworn to before me on: 10/7/15

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*  
 Herbert H. Slatery III  
 Attorney General and Reporter  
10/20/2015 Date

RECEIVED  
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Filed with the Department of State on: 10-27-15

Effective on: 1-25-16  
*Tre Hargett*

Tre Hargett  
 Secretary of State

**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 rule 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;

Educator licensure, a state function, is designed to ensure that educators meet minimum standards of practice. The current educator licensure policy and process is too complex to effectively serve teachers, students or the public. Currently, Tennessee issues many types of teacher licenses, which is unnecessary and confusing for new teacher candidates.

The proposed item streamlines the current licensure policy while recognizing the role of licensure with respect to other state, district and school level personnel functions.

- (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;

Educators licensed by the State Board of Education, the Tennessee Organization of School Superintendents, Tennessee Educator Association, Professional Educators of Tennessee, and Tennessee School Boards Association were consulted in drafting this rule. All urge 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;

N/A

- (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;

N/A

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

Ms. Angela C. Sanders  
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;

Ms. 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

Ms. Angela Sanders  
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710 James Robertson Parkway  
Nashville, TN 37243  
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(I) Any additional information relevant to the rule proposed for continuation that the committee requests.

N/A

Substance of Proposed Rule

**CHAPTER 0520-02-03**  
**TEACHER EDUCATION AND LICENSURE EDUCATOR LICENSURE**

Repeal/New

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0520-02-03-.01 General Information and Regulations.

(1) Prospective Educators.

- (a) Securing a License. The educator shall be responsible for securing a license, 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.
- (b) Unless otherwise designated in this chapter, prospective educators seeking initial licensure must hold a bachelor's degree from a regionally accredited college or university, be enrolled in or have completed a state-approved educator preparation program, and meet all requirements regarding assessments and qualifying scores as specified by State Board of Education rules or policy.
- (c) Prospective educators seeking initial licensure must meet requirements in at least one area of endorsement.
- (d) In-State Applicant for Initial License. An In-State applicant applying for an initial license must apply through the appropriate official of the educator preparation provider.
- (e) At the time of application, prospective educators seeking initial licensure must be recommended by an approved educator preparation provider.
  - 1. For applicants who have completed a licensure program, the provider must indicate that the applicant has successfully completed all required components of the program and indicate the area(s) of endorsement for which the applicant has successfully completed requirements. Recommendations must be received within five (5) years of the date of program completion. If a candidate completed a program more than five (5) years prior to the date of the application, the candidate may attempt to secure an updated recommendation from the provider. Educator preparation providers are under no obligation to issue an updated recommendation. Recommendations must attest that the candidate has met current standards for licensure.
  - 2. For applicants who are enrolled in a licensure program, the provider must indicate the area(s) of endorsement for which the applicant has successfully demonstrated content

competency. Verification of successful program completion, including verification of the endorsement areas for which the candidate is recommended, must be submitted by the end of the validity period of the initial license.

- (f) Official transcripts of all college credits, bearing the school seal and/or signature of the registrar, 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.
- (g) Upon receipt of the applications, transcripts, and results of required assessments, materials will be evaluated and a license will be issued to the applicant or the applicant will be notified of deficiencies.

(2) Licensed Educators.

- (a) Duration of License or Certificate. Initial licenses become valid on the date of issuance. The end of the validity period of the license will be set for August 31. The year of expiration is determined by the date of issuance and advances one year on March 1 of each year.
- (b) Licensure Expectations. All expectations for licensure advancement and renewal shall be defined in State Board of Education policy.
- (c) Change of Name and Address. If a licensed educator changes his or her name or address by legal means, the holder must report such changes to the Office of Educator Licensing within thirty (30) days of making the change.

Authority: T.C.A. § 49-1-302.

0520-02-03-.02 Teacher Licenses.

- (1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all teacher licenses.
- (2) Licenses Currently Issued.
  - (a) Practitioner License. Initial three (3) year teacher license issued to applicants who hold a bachelor's degree, are enrolled in or have completed a preparation program approved by the State Board of Education, and have verified content knowledge as defined in State Board policy. The Practitioner License may be renewed once.
  - (b) Professional License. A six (6) year teacher license issued upon meeting licensure expectations at the practitioner level and completion of an approved educator preparation program. The Professional License is renewable.
  - (c) Non-Public School Teacher License. A ten (10) year license issued to individuals who qualify for or hold a valid Tennessee teaching license, have current certification from the National Board for Professional Teaching Standards, or hold a valid license from another state. The non-public license only provides license for an educator to work in a Tennessee non-public school. The Non-Public School Teacher License is renewable.
  - (d) JROTC Teacher License. A five (5) 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 T.C.A. § 49-5-108. No other teaching endorsements may be added to a JROTC license. JROTC teachers may earn a teaching

license with an endorsement in a content area through an educator preparation program approved by the State Board of Education. The JROTC Teacher License is renewable.

- (e) Adjunct License. A one (1) year license issued to applicants who teach no more than three (3) 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. The Adjunct License is renewable nine (9) times.

Adjunct teachers must meet the following criteria:

1. The applicant must hold at least a bachelor's degree or a master's degree from a regionally accredited institution of higher education that includes at least twenty-four (24) semester hours of credit in the content area in which they will be teaching.
  2. The applicant must have at least five (5) years of work experience in the subject(s) to be taught.
  3. The applicant 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.
  4. A Tennessee director of schools must state intent to employ the applicant for specific subject(s) and course(s) not to exceed three (3) classes and must provide a mentor teacher for the applicant during the first year of teaching.
  5. 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.
  6. School systems shall assess the effectiveness of the teachers annually using the evaluation procedures approved by the State Board of Education.
  7. Applicants may renew an adjunct license annually but not more than nine (9) 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.
  8. 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.
- (f) International Teacher Exchange License. The international exchange teacher license is a time-limited license designed to allow eligible teachers from other nations to teach in Tennessee schools for up to three (3) consecutive years. 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 (3) years later. If the applicant is employed between January 1 and June 30, the validity period begins on the first (1<sup>st</sup>) day of the month of employment and expires June 30, three (3) years later. If the teacher wishes to remain beyond the third (3<sup>rd</sup>) year, the teacher must satisfy all requirements for a professional teacher license. Districts that wish to employ teachers holding this license must adhere to State Board of Education policies regarding mentoring and evaluation of these teachers. The International Teacher Exchange License is nonrenewable.

Teachers participating in an international teacher exchange program must meet the following criteria:

1. Hold primary citizenship outside the United States;

2. Hold the U.S. equivalent of a bachelor's degree or higher;
  3. Hold a foreign teacher credential in a field comparable to that recognized in Tennessee;
  4. Demonstrate proficiency in English;
  5. Provide verification from a Tennessee director of schools of intent to employ; and
  6. 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.
- (3) License Advancement and Renewal.
- (a) Practitioner License. At the end of the validity period of the initial practitioner license, if the educator has not met licensure expectations, the practitioner license may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
  - (b) Professional License. At the end of the validity period of the professional license, if the educator has met licensure expectations, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.
- (4) Additional Endorsements.
- (a) Licensed teachers must submit qualifying scores on all required, state-approved teacher licensure specialty assessments for additional endorsements.
  - (b) Licensed teachers seeking to add endorsements may complete an educator preparation program. In some cases, as defined in State Board policy, teachers may add an endorsement by using a test-only.
  - (c) Licensed teachers who complete programs of study for additional endorsements at education preparation providers in other states may be recommended by the out-of-state provider to the Tennessee Department of Education.

Authority: T.C.A. § 49-1-302.

0520-02-03-.03 Licensure, Instructional Leader.

- (1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all instructional leader licenses.
- (2) Licenses currently issued:
  - (a) Instructional Leadership License-Aspiring (ILL-A). Initial five (5) year instructional leader license issued candidates who are enrolled in an instructional leader preparation program approved by the State Board. The Instructional Leadership License-Aspiring is not renewable.
  - (b) Instructional Leadership License-Beginning (ILL-B). Initial five (5) year instructional leader license issued to candidates who have completed an instructional leader preparation program approved by the State Board and have submitted a qualifying score on the required licensure assessment. The Instructional Leadership License-Beginning is renewable.
  - (c) Instructional Leadership License-Professional (ILL-P). Five (5) year instructional leader license

issued to educators who have met licensure expectations for advancement from the ILL-B. The Instructional Leadership License-Professional is renewable.

- (d) Instructional Leadership License-Exemplary (ILL-E). Eight (8) year instructional leader license issued to educators who have held an ILL-P or Professional Administrator License (PAL) for at least two (2) years and are eligible for the ILL-E as stipulated by State Board policy. The Instructional Leadership License-Exemplary is renewable.

(3) License Advancement and Renewal.

- (a) Instructional Leadership License-Aspiring (ILL-A). At the end of the validity period of the initial ILL-A, if the educator has met licensure expectations, the license will be advanced to the ILL-B. At the end of the validity period of the initial ILL-A, if the educator has not met licensure expectations, the license will become inactive.
- (b) Instructional Leadership License-Aspiring (ILL-B). At the end of the validity period of the ILL-B, if the educator has met licensure expectations as defined in State Board policy, the license will be advanced to the ILL-P. If the educator has not met licensure expectations by the end of the first validity period of the license, the ILL-B may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
- (c) Instructional Leadership License-Professional (ILL-P). At the end of the validity period of the ILL-P, if the educator has met licensure expectations as defined in State Board policy, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.
- (d) Instructional Leadership License-Professional (ILL-E). At the end of the validity period of the ILL-E, if the educator has met licensure expectations as defined in State Board policy, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.

- (4) Those who hold a Professional Administrator License (PAL) license issued prior to September 15, 2009, may maintain that license until July 1, 2022, at which time the ILL-P or ILL-E license will be required.

- (5) Assistant principals, teaching principals, or dual assignment personnel with more than fifty percent (50%) of their responsibilities involved in instructional leadership must be properly licensed.

Authority: T.C.A. § 49-1-302.

0520-02-03-.04 School Service Personnel Licenses.

- (1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all school service personnel licenses.

(2) Licenses Currently Issued.

- (a) Practitioner School Service Personnel License. Initial three (3) year license issued to applicants upon completion of a preparation program approved by the State Board of Education, leading to endorsement as a school counselor, school psychologist, school social worker, school food service supervisor, school speech-language pathologist, or school audiologist. Applicants must have also submitted qualifying scores on the state required licensure assessment. The Practitioner School Service Personnel License is renewable once.
- (b) Professional School Service Personnel License. A six (6) year license issued to applicants upon meeting licensure expectations at the practitioner level, as a school counselor, school

psychologist, school social worker, school food service supervisor, school speech-language pathologist, or school audiologist. The Professional School Service Personnel License is renewable.

(3) License Advancement and Renewal.

- (a) Practitioner School Service Personnel License. At the end of the validity period of the initial practitioner license, if the educator has not met licensure expectations, the practitioner license may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
- (b) Professional School Service Personnel License. At the end of the validity period of the professional license, if the educator has met licensure expectations, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.

Authority: T.C.A. § 49-1-302.

0520-02-03-.05 Occupational Education Licenses.

(1) General requirements for licensure, as defined in Rule 0520-02-03-.01 General Information and Regulations, apply to all occupational education licenses, except for the requirement of a bachelor's degree.

(2) Licenses Currently Issued.

- (a) Practitioner Occupational Education License. Initial three (3) year license issued to applicants who have met endorsement requirements pursuant to State Board of Education policy and have had content verification provided by the Tennessee Department of Education. The Practitioner Occupational Education License is renewable once.
- (b) Professional Occupational Education License. A six (6) year license issued to applicants upon meeting licensure expectations at the practitioner level, completing coursework covering the professional education standards and additional requirements as defined in State Board of Education policy. The Professional Occupational Education License is renewable.

(3) License Advancement and Renewal.

- (a) Practitioner Occupational Education License. At the end of the validity period of the initial practitioner license, if the educator has not met licensure expectations, the practitioner license may be renewed once. If the educator has not met licensure expectations at the end of the second validity period, the license will become inactive.
- (b) Professional Occupational Education License. At the end of the validity period of the professional license, if the educator has met licensure expectations, the license will be renewed. If the educator has not met licensure expectations, the license will become inactive.

Authority: T.C.A. § 49-1-302.

0520-02-03-.06 Out of State Applicants.

(1) General Requirements.

- (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 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 accrediting body with which the State of Tennessee has entered into an agreement on the same basis as those applying from states which are party to the ICP agreement.
  - (c) Licensure may be awarded to applicants not covered by Paragraphs (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 an educator preparation provider which is accredited by the same national accrediting body with which the State of Tennessee has entered into an agreement; or
    - 2. The Tennessee Department of Education has reviewed a state's process for approving educator preparation providers and has found the process to be acceptable for purposes of granting full licensure in Tennessee.
  - (d) An applicant from a state other than Tennessee must apply directly to the Office of Educator Licensing.
  - (e) The application for licensure must be accompanied by a set of official transcripts supplied by all institutions attended by the applicant.
  - (f) An applicant from another state must submit qualifying scores for assessments required by the State Board of Education. Scores must have been obtained within five (5) years prior to the date of application for licensure.
  - (g) No license or endorsement which requires a Master's Degree or above as part of its requirements may be awarded to an individual not possessing said degree.
- (2) Teacher Licensure for Applicants Trained in Other States.
- (a) Applicants meeting all requirements will be issued a practitioner license except those who have been certified by the National Board for Professional Teaching Standards who will be issued a professional license.
  - (b) 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 licensure 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.
  - (c) 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 based on parameters defined by State Board policy.
- (3) Instructional Leader Licensure for Applicants Trained in Other States.
- (a) Applicants who have completed an instructional leader preparation program approved in a state other than Tennessee who have not yet submitted qualifying scores on the required licensure assessment may be issued an ILL-A. Upon submitting qualifying scores, the educator license may be advanced to the ILL-B.

- (b) Applicants meeting all requirements will be issued an ILL-B.
- (4) School Service Personnel Licensure for Applicants Trained in Other States.
  - (a) Applicants meeting all requirements will be issued a Practitioner License.
  - (b) The Practitioner School Services Personnel License will be awarded to applicants who hold a full and valid school service personnel license from another state.

Authority: T.C.A. § 49-1-302.

0520-02-03-.07 Other Special Cases.

- (1) 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.
- (2) Experience in Lieu of Student Teaching. An individual applying for a license who holds at least a bachelor's degree may present evidence of three (3) years of successful teaching experience in an approved school or a National Association for the Education of Young Children (NAEYC) accredited early childhood education program at the grade level of work authorized by the endorsement sought in lieu of student teaching.
- (3) 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 (4), which the holder spent in military service during the life of the license. Four (4) calendar months of military service during any school year shall be counted as a full year for purposes of extending the license.
  - (b) The five (5) 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.
- (4) 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 eight (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 eight (8) semester hours in an approved educator preparation program. The applicant must successfully complete the approved educator preparation program in order to advance to a Professional License.
    - 2. Secure a properly certified statement from an educator preparation program approved by the State Board of Education indicating all deficiencies and/or probations have been

met.

- (5) Emergency Teaching Credential. A one (1) year credential, effective for only one school year, to be issued to displaced licensed teachers under one of the following circumstances:
- (a) The Governor declares a state of emergency or declares a disaster under T.C.A. § 58-2-107, and the Commissioner of Education determines the necessity of conferring an emergency credential to displaced persons, or
  - (b) 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.

Authority: T.C.A. § 49-1-302.

0520-02-03-.08 Permits.

- (1) Permits.
- (a) The state may issue a permit when a school district or public charter school meets the following requirements:
    - 1. A director of schools or public charter school leader must state intent to employ and indicate the position to be held by the applicant.
    - 2. The school district or public charter school must indicate that it is unable to obtain the services of a licensed educator for the type and kind of school in which a vacancy exists.
    - 3. The school district or public charter school must identify and document a targeted recruitment strategy for the position or shortage areas. The strategy may include, but is not limited to, partnerships with educator preparation providers, advertisements, or recruitment campaigns.
  - (b) The state may issue a permit to a school district or public charter school to hire an applicant one (1) time and only if the applicant holds a bachelor's degree. A bachelor's degree is not required for an applicant in occupational education.

Authority: T.C.A. § 49-1-302.

0520-02-03-.09 Denial, Formal Reprimand, Suspension and Revocation.

- (1) 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, a sexual offense or a violent sexual offense as defined in 40-39-202, any offense in title 39, chapter 13, 39-14-301 and 39-14-302, 39-14-401 and 39-14-404, 39-15-401 and 39-15-402, 39-17-1320, or any other offense in title 39, chapter 17, part 13 (including conviction on a plea of guilty or nolo contendere, conviction for the same or similar offense in any jurisdiction, or conviction for the solicitation of, attempt to commit, conspiracy, or acting as an accessory to such offenses). The Board will notify persons whose licenses are subject to automatic revocation at least thirty (30) days prior to the Board meeting at which such revocation shall occur.

- (2) The State Board of Education may revoke, suspend, reprimand formally, or refuse to issue or renew a license for the following reasons:
- (a) Conviction of a felony;
  - (b) Conviction of possession of narcotics;
  - (c) 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;
  - (d) Falsification or alteration of a license or documentation required for licensure;
  - (e) 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
  - (f) Other good cause. Other good cause shall be construed to include noncompliance with security guidelines for Tennessee Comprehensive Assessment Program (TCAP) or successor tests pursuant to T.C.A. § 49-1-607, default on a student loan pursuant to T.C.A. § 49-5-108(d)(2) or failure to report under part (e).

For purposes of this part (2), "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.

(3) Restoration of License.

- (a) 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 State Board.
  - (b) A person whose license has been denied or revoked under parts (1) or (2) may apply to the State 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 Educator 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.
- (4) Notice of Hearing. Any person who is formally reprimanded or whose license is to be denied, suspended or revoked under part (2) or who is refused a license or certificate under part (3) 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.
- (5) Notification of Office of Educator Licensing. It is the responsibility of the superintendent of the employing public or non-public school or school system to inform the Office of Educator 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 (1) or (2). 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 thirty (30) days of receiving knowledge of the conviction.

Authority: T.C.A. § 49-1-302.

<u>0520-02-03-.01</u>	<u>Licensure, General Requirements</u>	<u>0520-02-03-.13</u> <u>through</u> <u>0520-02-02-.20</u>	<u>Reserved</u>
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<u>0520-02-03-.12</u>	<u>Post-Baccalaureate Program</u>		

0520-02-03-.01 LICENSURE, GENERAL REQUIREMENTS.

- a. ~~Teacher candidates seeking licensure shall complete teacher education programs approved by the State Board of Education.~~
- b. ~~Teacher candidates seeking licensure shall meet the requirements in at least one area of endorsement.~~
- c. ~~Teacher candidates seeking licensure shall complete either a full semester student teaching program or an internship program in accordance with rule 0520-02-03-.11.~~
- d. ~~Teachers seeking initial licensure at the graduate level may complete a post-baccalaureate program in accordance with rule 0520-02-03-.12.~~
- e. ~~All programs of teacher education, both undergraduate and graduate, and the institutions providing these programs must be approved by the State Board of Education. This shall be done according to standards and guidelines established by the State Board of Education and the National Council for Accreditation of Teacher Education.~~
- f. ~~Teacher candidates seeking initial licensure must be recommended by an institution of higher education with an approved program of teacher education; the institution shall indicate the area(s) of endorsement for which the teacher has successfully completed requirements.~~
- g. ~~Teacher candidates seeking initial licensure must meet all requirements for tests specified by the State Board of Education.~~
- h. ~~The teacher license is the principal license authorized by the State Board of Education. All endorsements except as otherwise specifically provided are included on this license.~~
- i. ~~Teacher candidates seeking to add endorsements to a teacher license may complete a teacher education program for additional endorsement. Institutions which offer programs for additional endorsements shall submit to the State Department of Education a list of specialty areas in which additional endorsements are offered. Institutions of higher education will verify completion of the appropriate course requirements to the Department of Education. Teachers who are licensed in Tennessee and who complete programs of study for additional endorsements at institutions in other states may be recommended by the out-of-state institution to the State Department of Education for additional endorsements. 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.~~
- j. ~~Candidates seeking licensure and endorsement as a school counselor shall complete a graduate degree and a program of studies approved by the State Board of Education. 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.~~

- k. — Candidates seeking licensure and endorsement as a school social worker shall complete a program in social work either at the bachelor's or master's level; candidates shall also complete a program of studies in school social work approved by the State Board of Education. 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.
- l. — Candidates seeking licensure and endorsement as a school psychologist shall complete a program of studies in school psychology at the graduate level including an academic year internship. 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.
- m. — Candidates seeking licensure and endorsement as an occupational education teacher shall complete successfully a teacher education program not to exceed 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.
- n. — Candidates seeking licensure and endorsement as a reading specialist shall complete advanced studies in a program approved by the State Board of Education. 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.
- o. — Candidates seeking licensure and endorsement as a school speech language pathologist shall complete a program of studies in speech language pathology at the graduate level. Candidates shall meet the licensure standards, employment standards and examination requirements of the State Board of Education.
- p. — Candidates seeking licensure to serve as a school speech language teacher working under the direction of a school speech language pathologist are trained to supplement — not supplant — the services of a school speech language pathologist and must hold a minimum of a bachelors degree and:
- (a) — Hold a current teacher license earned through a teacher preparation program approved according to standards and guidelines established by the state board of education. And also completes an endorsement program of studies in speech language including 100 hours of supervised clinical practice. 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;
  - (b) — Complete a teacher preparation program of studies for teachers of speech language including 100 hours of supervised clinical practice. 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. These candidates are eligible for a School Speech Language Teacher (PreK-12) (A) license; or
  - (c) — Complete a bachelor's level program of studies in speech language, speech language disorders or communications disorders including 100 hours of supervised clinical practice. Candidates must be recommended by an institution of higher education with a bachelor level program and verify the candidate meets the standards and guidelines of the Tennessee Teacher Licensure Standards: Special Education, School Speech Language Teacher (PreK-12). These candidates are eligible for a Special Education, School Speech Language Teacher (PreK-12) (B) license. The (B) license does not entitle the holder to teach courses other than those designated as part of a speech language program in a school based setting. No other teaching endorsement may be

added to a (B) license. Other teaching credentials may only be earned through a preparation program approved according to standards and guidelines established by the State Board of Education.

- g. ~~Candidates seeking licensure and endorsement as a school audiologist shall complete a program of studies in audiology at the graduate level. Candidates shall meet the licensure standards, employment standards and examination requirements of the State Board of Education.~~

0520-02-03-.02 LICENSURE, INSTRUCTIONAL LEADER.

- (1) ~~On September 15, 2009, current State Board of Education approval of all administrator or supervisor preparation programs will expire.~~
- (2) ~~Beginning September 15, 2009, only programs initially approved or re-approved by the State Board of Education, according to the Board's Instructional Leadership Policy, will be eligible to prepare and recommend candidates for licensure as instructional leaders.~~
- (3) ~~Beginning September 15, 2009, the two-tiered licensure system for school administrators and supervisors [Beginning Administrator License (BAL) and Professional Administrator License (PAL)] will be replaced with the following four-tiered instructional leader licensure system, further outlined in State Board policy:~~
- ~~(a) Instructional Leadership License-Aspiring (ILL-A)~~
  - ~~(b) Instructional Leadership License-Beginning (ILL-B)~~
  - ~~(c) Instructional Leadership License-Professional (ILL-P)~~
  - ~~(d) Instructional Leadership License-Exemplary (ILL-E)~~
- (4) ~~Instructional Leadership License-Aspiring (ILL-A). After September 15, 2009, a candidate admitted to a State Board approved instructional leadership program may receive an ILL-A if the following conditions are met:~~
- ~~(a) License terms and responsibilities are specified in the LEA-preparation program partnership agreement~~
  - ~~(b) The candidate is recommended by the preparation program. An ILL-A is valid only while a candidate is enrolled and participating in an approved instructional leadership preparation program. The employment of an instructional leadership candidate with an ILL-A is not a guarantee of continued employment or job advancement, nor does it require an increased salary.~~
- (5) ~~Beginning Administrator License (BAL). A State Board program approved to recommend licensure and/or endorsement in school administration and supervision prior to September 15, 2009 may continue to recommend program graduates or candidates enrolled prior to September 15, 2009, for a BAL.~~
- ~~(a) Candidates who entered an administrator or supervisors preparation program prior to September 15, 2009, may complete that program or transition into an approved instructional leadership preparation program at the same institution and become eligible for an ILL-B.~~
- (6) ~~Effective September 15, 2009, assistant principals, teaching principals, or dual assignment~~

personnel with more than fifty percent (50%) of their responsibilities involved in instructional leadership must be properly licensed or be enrolled in a State Board approved instructional leadership preparation program.

- (7) — Instructional Leadership License-Beginning (ILL-B). After September 15, 2009, a candidate seeking licensure in instructional leadership must be recommended by a preparation program approved after September 15, 2009, as per State Board policy.
- (a) — The ILL-B is valid for three (3) years of continuous employment as an instructional leader.
- (b) — The ILL-B expires five (5) years after issuance if the candidate has not been employed as an instructional leader per State Board policy.
- (8) — Instructional Leadership License-Professional (ILL-P). Those who hold a PAL license issued prior to September 15, 2009, may maintain that license until July 1, 2022, at which time the ILL-P or ILL-E license will be required.
- (9) — After September 15, 2009, those who hold an ILL-B and have completed three (3) years of satisfactory employment as an instructional leader may receive an ILL-P if the candidate has met the requirements of the State Board of Education policy.
- (a) — The ILL-P is valid for five (5) years of employment as an instructional leader.
- (b) — The ILL-P is renewable per State Board policy.
- (10) — Instructional Leadership License-Exemplary (ILL-E). After September 15, 2009, those who have held an ILL-P or PAL for at least two (2) years shall be eligible for the ILL-E if they meet the licensure requirements for an ILL-E, are recommended by the director of the employing school system and are approved by the State Department of Education appointed leadership council as per State Board policy.

0520-02-03-.03 THROUGH 0520-02-03-.10 RESERVED.

0520-02-03-.11 INDUCTION.

- (1) — General Requirements.

Teacher candidates shall successfully complete an induction program consisting of either a full school year internship or a student teaching semester in accordance with standards and procedures established by the State Board of Education.

- (2) — Internship.

- (a) — The internship is a full school year experience following completion of a baccalaureate degree whereby teacher candidates are inducted into the teaching profession.
- (b) — The internship experience shall be planned jointly by the institutions of higher education in which the interns are enrolled and the local school system(s) in which the interns are placed with significant input from principals and teachers in the school system(s) and shall be approved by the State Board of Education.
- (c) — The internship experiences shall include classroom teaching, observation, course work, seminars, and planning and shall occur primarily in the school setting; internship experiences may occur in either public schools or other state approved schools.
- (d) — The interns shall spend more than half of the school year in direct teaching activities.
- (e) — The interns shall have regular and frequent contact with a team of mentors, both higher

education faculty and K-12 teachers, throughout the school year.

- (f) — K-12 teachers shall assume mentoring roles and, in cooperation with higher education faculty mentors, direct the activities of the interns in the classroom.
- (g) — The interns shall have direct teaching experiences with students with diverse learning needs and varied backgrounds in at least two classrooms which may be in different schools.
- (h) — The interns shall be supplemental to the existing staff in the schools in which they are located.
- (i) — The performance of interns shall be evaluated by the internship team composed of teacher mentors, higher education faculty mentors, and principals or their designees.
- (j) — The interns shall be evaluated by the principals or designees to determine apprentice licensure status using the approved local evaluation model and by the institution of higher education faculty mentors to award college credit.
- (k) — Teacher candidates who successfully complete a full school year internship experience shall have the year count as the first year of apprentice licensure; the internship shall count as one full school year (10 months) on the state pay scale. The salary or stipend paid to an intern, if any, may be less than the regular salary on the state salary schedule.

(3) — Student Teaching.

- (a) — The student teaching experience is a planned professional semester of at least 15 weeks that includes full day teaching and observation activities as an initial step in the induction process for teacher candidates.
- (b) — The student teaching experience shall be planned jointly by the institution of higher education and the local school system with significant input from principals and teachers and shall be approved by the State Board of Education as part of the teacher education program approval process.
- (c) — The student teachers shall have direct teaching experiences with students with diverse learning needs and varied backgrounds in at least two classrooms which may be in different schools.
- (d) — Regular seminars shall be held with higher education faculty to focus on application and analysis of teaching knowledge in the classroom.
- (e) — Cooperating teachers shall assume mentoring roles and direct, in cooperation with higher education faculty mentors, the activities of teacher candidates in the classroom.
- (f) — The performance of teacher candidates shall be evaluated by cooperating teachers and supervising higher education faculty with shared responsibility for formative evaluation.
- (g) — Summative evaluation shall be the responsibility of the higher education faculty with significant input from and consultation with cooperating teachers.

(4) — Beginning Teacher Program.

- (a) — The beginning teacher program is an assisted experience whereby employed first year teachers (those with less than one year experience who have completed student teaching but not an internship) are inducted into the teaching profession.

- (b) — The beginning teacher program shall be planned by the local school system with significant input from principals and teachers.
- (c) — The beginning teacher program experiences shall occur primarily in the school setting and shall include classroom observations, opportunities for informed observations of both experienced teachers and other first-year teaching peers, in-service seminars, and regular and frequent contact with teacher mentors throughout the school year.
- (d) — Mentors, along with principals, shall provide periodic and frequent formative evaluation designed to provide feedback and support to the beginning teachers.
- (e) — The principal or designee shall provide summative evaluation of the beginning teacher.
- (f) — Assistance shall continue until the beginning teacher acquires apprentice licensure status.

0520-02-03-12 POST-BACCALAUREATE PROGRAM:

Purpose: — The post-baccalaureate teacher education program is designed to attract talented individuals and those seeking to change careers who have the potential to become good teachers.

- (1) — Teacher candidates may seek licensure through post-baccalaureate teacher education programs, provided such programs are approved by the State Board of Education.
- (2) — Institutions of higher education may apply to the State Board of Education to offer experimental post-baccalaureate teacher education programs in accordance with standards and procedures adopted by the State Board of Education.
- (3) — Teacher candidates admitted to post-baccalaureate teacher education programs shall be those individuals who completed baccalaureate degrees but who did not complete teacher preparation requirements.
- (4) — The post-baccalaureate teacher education program shall include either an internship or student teaching experience, planned jointly by the institution of higher education in which the teacher candidate is enrolled and the cooperating local school system with significant input from principals and teachers.
- (5) — Institutions shall require candidates to address any deficiencies in their undergraduate education to ensure the attainment of the knowledge and skills required in general education, professional education, and the major for the teaching field; additional course work may be required based upon assessment of the knowledge and skills demonstrated by the candidate when admitted to the program or through assessment of performance during the induction experience.
- (6) — Teacher candidates in post-baccalaureate programs shall complete at least an entire summer or full semester carrying a full load of course work in professional education including laboratory/field experiences prior to entering an induction experience.
- (7) — The induction experience shall be structured in accordance with the standards and guidelines of the State Board of Education for the internship or student teaching.
- (8) — Additional course work to meet other knowledge and skills required in general education, professional education, or the teaching area constituting a major shall be completed during and/or following the induction experience.
- (9) — Teacher candidates who successfully complete an internship shall have that experience count

as the first year of apprentice licensure; the internship shall count as one full school year (10 months) on the state pay scale.

- (10) — If candidates complete student teaching, they are eligible for beginning teacher (apprentice) licensure and for a beginning teacher program during their first year of teaching in Tennessee.

0520-02-03-.13 THROUGH 0520-02-03-.20 RESERVED.

0520-02-03-.21 EFFECTIVE DATES

- (1) — Teacher candidates seeking licensure and endorsement in the following areas of endorsement shall meet the requirements of Rules 0520-02-03-.01(1) through (9) and 0520-02-03-.11 by the effective dates listed below. Revised areas of endorsement are superseded according to the dates listed below.

Endorsement Area	Effective Date Sept. 1	Superseded Date Aug. 31	Single Effective Date Column
Secondary Education: Career and Technical Education			
Agriculture Education 7-12			2009
Agriscience 7-12			2009
Business Education 7-12			2004
Business Technology 7-12			2004
Family and Consumer Sciences 5-12			2008
Food Production & Management Services 9-12			2008
Early Childhood Care and Services 9-12			2008
Technology Engineering Education			2005
Marketing Education 7-12			2010
Occupational Education			
Health Sciences Education 9-12			2002
Trade and Industrial Education 9-12			2002

- (2) — Candidates seeking licensure and endorsement in the following areas shall meet the requirements of rules 0520-02-03-.01 (14), (15), (16), (19), and (20) by the effective dates listed below. Revised areas of endorsement are superseded according to the dates listed below.

Endorsement Area	Effective Date Sept. 1	Superseded Date Aug. 31
School Counselor PreK-12	1996	
School Social Worker PreK-12	1996	
School Psychologist PreK-12	2001	

<del>Sp Ed School Audiologist PreK-12</del>	<del>2006</del>	
<del>Sp Ed School Speech/Language Pathologist PreK-12</del>	<del>2006</del>	

- ~~(3) Candidates seeking endorsement as a beginning administrator shall meet the requirements of rules 0520-02-03-.01 (10) through (13) no later than September 1, 1994.~~
- ~~(4) Candidates seeking to add endorsements to a teacher license shall meet the requirements of the initial endorsements no later than the date on which the requirements for the initial endorsements become effective.~~

~~0520-02-03-.22 THROUGH 0520-02-03-.94 REPEALED~~