

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

Pursuant to T.C.A. § 49-1-302, the State Board of Education has the authority to adopt policies governing the qualifications, requirements, and standards of, and provide the licenses and certificates for, all public school teachers, principals, assistant principals, supervisors, and directors of schools. Additionally, T.C.A. § 49-5-101 provides that no person shall be employed as a principal, teacher, or supervisor of any public elementary or high school by any local school district, or receive any pay for such services out of the public school funds of the local school district, until the person presents to the director of schools a valid license as prescribed by the State Board. This policy sets the minimum standards and requirements for licensure to ensure that individuals who serve in Tennessee classrooms and schools are prepared and equipped to serve Tennessee students.

**Policy Sections**

1. Teacher, Occupational Teacher, and School Services Personnel License Types
2. Advancement and Renewal of a License
3. Additional Requirements
4. Specific Requirements for Select Endorsements
5. School Services Personnel
6. Occupational Teacher
7. Instructional Leader License Types

**(1) TEACHER, OCCUPATIONAL TEACHER, AND SCHOOL SERVICES PERSONNEL LICENSE TYPES**

(a) Practitioner Licenses (3-year validity period). The practitioner level license is the first license issued to the educator. There are three (3) types of practitioner licenses: Practitioner Teacher, Practitioner School Services Personnel, and Practitioner Occupational Teacher. Individuals applying for the practitioner license must meet the following criteria:

1. Hold a bachelor’s degree<sup>1</sup> from a regionally accredited college or university;
2. Be formally admitted to or have completed a state-approved educator preparation program;<sup>2</sup>
3. Be recommended by the state-approved educator preparation program; and
4. Have submitted qualifying scores on required assessments.<sup>3</sup>

<sup>1</sup> Candidates for Occupational Licenses are not required to hold a bachelor’s degree, but must be high school graduates or higher and meet industry and experience requirements. In some cases, School Services Personnel are required to hold advanced degrees before issuance of the practitioner license. Specific requirements are detailed in the Additional Requirements section of this policy.

<sup>2</sup> Speech-language teachers obtaining a license through option C outlined in the Additional Requirements section of this policy do not have to complete an approved preparation program. However, they are not eligible to add additional endorsements and must complete specified requirements.

<sup>3</sup> Licensure candidates who are enrolled in job-embedded preparation programs and who have content knowledge verified by a preparation provider based on completion of a major in the content area must submit qualifying scores on all required content, pedagogy, and literacy assessments prior to renewing or advancing the practitioner license. Educator preparation providers may elect to require qualifying scores prior to submitting a recommendation. Licensure candidates who have completed preparation and who have content knowledge verified by a

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

- (b) Prior to application for advancement to a professional license or application for renewal of the practitioner license, educators must complete an approved educator preparation program and submit qualifying scores on all required assessments.
- (c) If within the validity period of the first issuance of the practitioner license, an educator does not demonstrate evidence of completing an approved educator preparation program and submit qualifying scores on all required assessments, then the practitioner license will become inactive.
- (d) In order to reactivate a license and endorsements held, an educator shall submit to the Department evidence of completing an approved educator preparation program and qualifying scores on all required assessments that are not more than five (5) years old.
- (e) Out-of-State applicants.
  - 1. Individuals applying for the practitioner license through an out-of-state pathway must meet the following criteria:
    - (i) Hold a bachelor’s degree from a regionally accredited college or university; and
    - (ii) Have completed an educator preparation program approved for licensure by a state other than Tennessee as evidenced by:
      - (I) Proof of an active educator license comparable to the Tennessee professional license, from a state with which Tennessee has reciprocity; or
      - (II) A recommendation from the out-of-state educator preparation provider where the educator completed preparation, an official transcript from the out-of-state educator preparation provider, and qualifying scores on required assessments related to content and pedagogical knowledge.
    - (iii) Be enrolled in in an out-of-state educator preparation program that has a state-recognized partnership with a Tennessee local education agency.
  - 2. At the time of application for an initial license, out-of-state candidates who hold a valid certification from the National Board for Professional Teaching Standards shall be issued a professional level license.

---

preparation provider based on completion of a major in the content area must submit qualifying scores on pedagogy and literacy assessments upon application and content assessments prior to renewing or advancing the practitioner license. The Tennessee Department of Education does not require submission of scores on assessments of basic knowledge and skills.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

3. Prior to renewing or advancing the license, out-of-state candidates must submit passing scores on required assessments. Out-of-state licensure candidates shall not be required to take an assessment to advance or renew a license if:

- (i) At the time of application for an initial license, the candidate possessed an active educator license comparable to the Tennessee professional license from a state with which Tennessee has reciprocity;
- (ii) The candidate has been employed in a public school in the candidate's area of endorsement; and
- (iii) The candidate earned a level of overall effectiveness (LOE) score of "above expectations" or "significantly above expectations" in each of the first two (2) years immediately following the issuance of the individual's initial license.

(f) Professional Licenses (six (6)-year validity period). The professional license is issued to educators who have completed an approved educator preparation program and meet licensure expectations at the practitioner level. There are three (3) types of professional licenses: Professional Teacher, Professional School Services Personnel, and Professional Occupational Teacher.

(2) **ADVANCEMENT AND RENEWAL OF A LICENSE**

(a) An educator with a practitioner teacher or practitioner school services personnel license may seek to advance to a professional license. In order to advance from a practitioner license to a professional license, an educator must have:

- 1. Completed an approved educator preparation program and submitted qualifying scores on all required assessments during the validity period of the practitioner license;
- 2. Three (3) years of experience; and
- 3. The recommendation of the director of schools, charter school leader, or charter management organization leader, or documentation of thirty (30) professional development points (Appendix A).

(b) If an educator does not meet the criteria for advancement within the first (1<sup>st</sup>) validity period of the practitioner license, the educator may apply to have the practitioner license renewed once. At the end of the second (2<sup>nd</sup>) validity period, the educator must meet licensure expectations to advance or the license shall become inactive.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

- (c) Educators who hold the practitioner occupational license shall also meet additional training and licensure requirements in order to renew or advance the license (see requirements under the Occupational Teacher section).
- (d) **Renewal of the Professional License.** To renew the professional license an educator must have documentation of sixty (60) professional development points, approved by the director of schools, charter school leader, or charter school management organization (Appendix A). If an educator does not have documentation of sixty (60) professional development points at the date of expiration, the license will become inactive.

In order to reactivate the license and endorsements held, the educator must ensure that qualifying scores, not more than five (5) years old, on all state-required content assessments for each endorsement an educator is seeking to reactivate have been received by the Office of Educator Licensing. Duplicate information is not required. If the Tennessee Department of Education has valid assessment scores, not more than five (5) years old, the educator does not need to resubmit.

- (e) **Renewal of Professional License for Administrators.** Because administrators are expected to maintain professional development related to their role, administrators in a Tennessee Academy for School Leaders (TASL)-mandated position or serving as a director of schools may use this experience in lieu of submitting professional development points toward renewal of their professional teaching license. In order to qualify, individuals must hold an active administrator license (PAL, ILL-A, ILL-B, ILL, or ILL-P), be serving in either a TASL-mandated role or as a director of schools during the school year in which the professional license is expiring, and be current in required TASL credit hours (if applicable).
- (f) **Licensure Requirements for Military Spouses.** Educators who hold an active license (initial or professional) from a state other than Tennessee may be issued a Tennessee Practitioner License upon providing documentation of active military dependent status. Licensure applications for military spouses will be expedited. Prior to renewing or advancing the license, educators must submit passing scores on required content assessments.
- (g) **Application Timeline.** In most cases, advancement and renewal of a license must take place during the final year of the validity period of the license. For example, if a license expires on August 31, 2020, the educator may not apply for renewal until September 1, 2019. However, an educator who qualifies for advancement prior to the final year of the validity period of the license may advance as soon as criteria are met. Educators who hold an inactive license may apply to reactivate the license at any point.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

(3) ADDITIONAL REQUIREMENTS

Endorsements (Appendix B) indicate the areas for which a licensed educator is prepared to provide instruction, leadership, or services in schools and districts.

(a) Adding Endorsements on a Teacher License. Licensed educators who have completed an approved preparation program for initial licensure may add additional endorsements in the following ways:

1. Complete a program offered by an approved educator preparation provider, receive a recommendation from the provider, and submit qualifying scores on all required content assessments; or
2. Submit qualifying score(s) on all state-required content assessments for each endorsement an educator is seeking to add when the endorsement category (e.g., Core Academic, Fine Arts) and the grade span are identical. In limited instances, educators may be allowed to add endorsements in the same category that have narrower grade spans. To provide clarity and guidance, the Department of Education will publish a list of endorsements that may be added by submitting qualifying scores on the required content assessments.

(b) Provisional Special Education Endorsement. Licensed educators enrolled in an additional endorsement program may add a provisional special education endorsement by submitting a recommendation from an approved educator preparation provider verifying:

1. Enrollment in a program of study for additional endorsement in the specialty area; and
2. An assurance that the candidate will be assigned a mentor who is appropriately endorsed in the area where the candidate is seeking additional endorsement.

In order to transition from a provisional endorsement to a full endorsement, educators must submit passing scores on required assessments and successfully complete the program of study within three (3) years of receiving a provisional endorsement. All provisional endorsements will become inactive three (3) years after issuance.

(c) Endorsements for Out-of-State Teacher Applicants. When an endorsement held by the applicant does not match the content area or grade span of an available Tennessee endorsement, the Office of Educator Licensing will identify the most appropriate match.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

(4) SPECIFIC REQUIREMENTS FOR SELECT ENDORSEMENTS

Some educator endorsements have additional requirements for advancement and renewal as indicated below.

- (a) Speech Language Teacher. 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 bachelor’s degree and:
1. Hold a current teacher license earned through an educator preparation program approved according to standards and guidelines established by the State Board, and complete an endorsement program of studies in speech language including 100 hours of supervised clinical practice. Candidates must be recommended by an educator preparation provider approved according to standards and guidelines established by the State Board. These candidates are eligible for a School Speech-Language endorsement (pre-K-12) (A);
  2. Complete an educator preparation program approved according to standards and guidelines establish by the State Board for teachers of speech-language including 100 hours of supervised clinical practice. Candidates must be recommended by an educator preparation provider approved according to standards and guidelines established by the State Board. These candidates are eligible for a School Speech-Language endorsement (pre-K-12) (A); or
  3. 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 educator preparation provider with a bachelor level program and verification that the candidate meets the standards and guidelines of the Tennessee Teacher Licensure Standards: Special Education, School Speech Language Teacher (pre-K-12). These candidates are eligible for a Special Education, School Speech-Language endorsement (pre-K-12) (B). The (B) endorsement does not entitle the holder to teach courses other than those designated as part of a speech language program in a school based setting. If the (B) endorsement is the only endorsement an educator holds, no other teaching endorsement may be added to the license. Other teaching credentials may only be earned through a preparation program approved according to standards and guidelines established by the State Board.
- (b) Supervisor of attendance. The applicant must hold a valid educator license. The applicant must complete eight (8) semester hours in areas such as: counseling and guidance, community and school relations, special education, social case work, or state and federal laws relating to school attendance.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

- (c) Bible Teacher. A minimum of twelve (12) semester hours in literature of the Bible is required. For the purpose of fulfilling requirements for this endorsement, coursework in theology, doctrine, ethics, dogma, and other courses of a doctrinal nature will not be counted.
  - (d) Driver Education Teacher. The applicant must hold an endorsement in another subject area, grades 6-12 or K-12 and shall complete at least ten (10) semester hours of driver and traffic safety education including the following areas:
    - 1. Basic driver and traffic safety education;
    - 2. Advanced driver and traffic safety education;
    - 3. General safety; and
    - 4. First aid and emergency medical services.
  - (e) Reading Specialist. Candidates seeking licensure and endorsement as a reading specialist must complete advanced studies in a program approved by the State Board. Candidates must be recommended by an educator preparation provider approved according to standards and guidelines established by the State Board.
  - (f) Library Information Specialist. Candidates seeking endorsement as a school library information specialist must complete a graduate program of studies in library information science that leads to a master's degree and is approved by the State Board. Candidates who already hold a master's degree must complete an approved course of study at the graduate level meeting the appropriate knowledge and skills for a school library information specialist.
- (5) SCHOOL SERVICES PERSONNEL
- (a) School Speech-Language Pathologist. Candidates seeking licensure and endorsement as a school speech-language pathologist must complete a program of studies in speech-language pathology at the graduate level prior to obtaining the practitioner school services personnel license. Candidates must meet the licensure standards, employment standards, and assessment requirements of the State Board. Candidates applying for a professional school services personnel license as a school speech-language pathologist shall satisfy one of the following criteria:
    - 1. Applicants new to the field seeking initial school service personnel licensure must 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 qualifying score on the assessment

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

required by the State Board. 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;

2. 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 services personnel license upon application. There are no additional requirements;
3. 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; or
4. 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 assessment required by the State Board.

(b) School Audiologist. Candidates seeking licensure and endorsement as a school audiologist must complete an approved program of study in audiology at the graduate level prior to obtaining the practitioner school services personnel license. Candidates must meet the licensure standards, employment standards, and assessment requirements of the State Board. Candidates applying for a professional school services personnel license as a school audiologist must satisfy one of the following criteria:

1. Applicants new to the field seeking initial 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; or
2. 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) School Psychologist. Candidates seeking endorsement as a school psychologist will complete an approved graduate level preparation program in school psychology prior to obtaining the practitioner school services personnel license.



<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

- (d) School Counselor. Candidates for licensure as a practitioner school counselor must complete an approved preparation program in school counseling and hold a graduate degree. Candidates may also qualify for a practitioner license in the following cases:
1. Candidates from Tennessee and from other states who are licensed and endorsed at the graduate level in school counseling in pre-K-8 or 7-12 may be granted the pre-K-12 license provided they have met one of the following conditions:
    - (i) The candidate has at least one (1) year of documented successful counselor experience in the grade span not covered by the existing endorsement and has a positive recommendation by the school; or
    - (ii) The candidate has six (6) semester hours of graduate course work in current content in school counseling in the grade span not covered by the existing endorsement. Candidates submit evidence of completion of the six (6) semester hours directly to the Office of Educator Licensing.
  2. If the candidate lacks (i) or (ii), the candidate may be issued a Practitioner License endorsed for counseling pre-K-12; however, the candidate must complete the required six (6) semester hours of coursework in current content in the area of school counseling in the grade span not covered by the existing endorsement. Candidates must submit evidence of completion of the six (6) semester hours directly to the Office of Educator Licensing before the Practitioner License may be renewed or advanced.
  3. Candidates who have completed all required coursework but have yet to complete the required clinical experience as part of an approved Tennessee educator preparation program in school counseling may be issued a Practitioner License provided that the following conditions are met:
    - (i) The candidate receives appropriate supervision by the preparation program during the clinical experience; and
    - (ii) The LEA certifies through a written agreement with the counselor preparation program that the candidate will receive direct supervision by a licensed school counselor having a minimum of two (2) years of experience as a school counselor for a minimum of one (1) hour per week and provide the opportunity to meet the grade level requirements necessary to certification.
  4. Candidates who hold a graduate degree in community/agency counseling may be issued a Practitioner License provided the following conditions are met:

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

- (i) The candidate is enrolled in an approved graduate program in professional school counseling;
- (ii) The candidate has completed at least twenty-four (24) semester hours in graduate course work applicable to the professional school counseling program; and
- (iii) The LEA certifies through a written agreement with the counselor preparation program that the candidate will receive direct supervision by a licensed school counselor having a minimum of two (2) years of experience as a school counselor for a minimum of one (1) hour per week.

5. Candidates who hold at least a master’s degree in a counseling program or related field, such as school social work or school psychology, and have appropriate clinical experience may be employed on a Practitioner license provided the following conditions are met:

- (i) The candidate is enrolled in an approved professional school counselor licensure program. The candidate must complete course work appropriate to the candidate’s needs not to exceed twenty-four (24) semester hours in an approved professional school counselor licensure program before the license can be renewed or advanced;
- (ii) The candidate successfully completes the specialty examination required by the State Board; and
- (iii) The LEA certifies that the candidate will receive direct supervision by a licensed school counselor having a minimum of two (2) years of experience as a school counselor for a minimum of one (1) hour per week.

6. School counselors who serve in a supervisory role are not required to have an instructional leader license; however, they are encouraged to attain comparable administrative preparation.

(e) School Social Worker. Candidates seeking endorsement as a school social worker must complete a program in social work either at the bachelor’s or master’s level and a program of studies in school social work approved by the State Board.

School social workers who serve in a supervisory role are not required to have an instructional leader license; however, they are encouraged to attain comparable administrative preparation.

(f) School Food Service Supervisor. The applicant shall hold a bachelor’s degree and must be a licensed educator or have completed at least eighteen (18) semester hours in education,

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

psychology, or sociology. The applicant shall have a field experience of six (6) semester hours or 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. The applicant must also complete twelve (12) semester hours including course work in each of the following:

1. Personnel management;
2. Nutrition;
3. Accounting, cost analysis, or financial management of food systems; and
4. Spreadsheet applications.

(g) School Educational Interpreter. Candidates seeking licensure and endorsement as an educational interpreter must hold a bachelor's degree from a regionally accredited college or university prior to obtaining the practitioner school service personnel license. Candidates must meet the employment standards and assessment requirements of the State Board. Candidates applying for a practitioner school service personnel license as an educational interpreter must also satisfy one of the following criteria:

1. A current, nationally recognized certification which includes a written examination related to ethics and practice; or
2. A passing score on the written portion of the Educational Interpreter Proficiency Assessment (EIPA) and a minimum score of 3.5 of the performance assessment portion of the EIPA.

(6) OCCUPATIONAL TEACHER

(a) Practitioner Occupational Teacher License (All Areas). Prior to recommending a candidate for licensure, educator preparation providers should receive verification from the department of education that the applicant meets stated criteria for licensure, such as required industry certification and experience.

(b) Additional Advancement Requirements for the Occupational Teacher License. In addition to the requirements for advancing from the practitioner license to the professional license, occupational teachers must complete additional requirements. The educator shall provide to the Department of Education documentation that the following expectations have been met:

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

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

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; and
4. Current and valid Industry Certification where required by teacher endorsement area.

(c) Additional Renewal Requirements for the Professional Occupational Teacher License. All Career and Technical Education applicants must provide proof of current industry certification, where required by teacher endorsement areas.

(d) Health Science. The health science teacher must hold an associate or higher degree that is related to their health care license. The license, registration, or certification must be in an allied health occupation, or as a registered nurse, or in an appropriate medical profession in Tennessee that can be verified by the Tennessee Department of Health Licensure or a national license accreditation agency (e.g., Radiological Technologist, Nuclear Medicine, etc.).

The applicant shall have completed one (1) year of full-time or part-time successful employment within the past five (5) years in a related health occupation in a health care clinical setting having a current active healthcare license (e.g., hospital, long-term care facility, rehabilitation or athletic training facility, dental or medical office, home health, day surgery center, etc.).

(e) Other Occupational Teacher (All Areas). Other occupational teachers shall be a high school graduate or higher and hold and maintain a current industry certification, where required by teacher endorsement area. This industry certification may be acquired prior to the practitioner occupational license, but must be presented at the time the teacher advances from the practitioner occupational license to the professional occupational license.

Endorsements for Other Occupational Teachers can be obtained through one (1) of five (5) pathways using work experience, industry certification, postsecondary training, and postsecondary teaching experience. The five (5) possible pathways include:

1. Applicants must have at least five (5) years of work experience in the endorsed area in the last eight (8) years. 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.;
2. Applicants must have at least five (5) years of work experience in the endorsed area in the last eight (8) years. A combination of an associate degree related to

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

the endorsed area and industry certification may be substituted for four (4) years of work experience.;

3. A bachelor’s degree or higher degree in the endorsed area may be substituted for partial or full credit of work experience depending on the endorsement and related industry;
4. Five (5) years of full-time work experience accrued in the occupational area of endorsement within the last eight (8) years; or
5. Two (2) years of full or part-time teaching experience as a postsecondary instructor within the endorsement area can be substituted for partial or full credit of work experience. This substitution can only substitute for work experience and cannot supersede all requirements for the endorsement.

(7) INSTRUCTIONAL LEADER LICENSE TYPES

(a) Instructional Leader License - Aspiring (ILL-A; three (3)-year validity period). The ILL-A is a license that allows the individual to serve as an assistant principal while completing the program. The ILL-A is valid for three (3) years and is not renewable. Individuals applying for the ILL-A must meet the following criteria:

1. Have at least three (3) years of acceptable experience as an educator (as defined by the department in guidance);
2. Be formally admitted to a state-approved instructional leader preparation program; and
3. Be recommended by the state-approved educator preparation program.

(b) Instructional Leader License (ILL; three (3)-year validity period). The ILL is a license that is valid for three (3) years and is renewable. Individuals applying for the ILL must meet the following criteria:

1. Hold an advanced degree from a regionally accredited college or university;
2. Have at least three (3) years of acceptable experience as an educator (as defined by the department in guidance);
3. Have completed a state-approved instructional leader preparation program;
4. Be recommended by the state-approved educator preparation program; and

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

5. Submit qualifying scores on the required instructional leader assessment.

(c) Out of State Applicants. Individuals applying for the Instructional Leader License (ILL) through an out-of-state pathway must demonstrate evidence of three (3) years of acceptable experience as an educator (as defined by the Department); submit passing scores on the required licensure assessment, and demonstrate completion of an instructional leader preparation program approved for licensure by a state other than Tennessee. To demonstrate evidence of successful program completion, the applicant must submit:

1. Proof of a full and valid license, comparable to the Tennessee Instructional Leader License (ILL), from a state with which Tennessee has reciprocity; or
2. A provider recommendation from the out-of-state instructional leader preparation program where the educator completed preparation. All out-of-state instructional leader preparation programs must meet conditions stipulated in State Board Rule 0520-02-04.

Out-of-state applicants who are unable to submit passing scores on the required licensure assessment stipulated in the professional assessment policy, but have met all other requirements, may be issued the Instructional Leader License – Aspiring (ILL-A). Once qualifying scores are submitted, the educator may apply to be issued the ILL. If the educator does not submit qualifying scores within the three (3)-year validity period of the ILL-A, the license will become inactive.

(d) Renewal of the ILL. Individuals currently holding the ILL who have served in a TASL-mandated position for at least two (2) of the three (3) years on the license may renew the ILL upon recommendation of the TASL director and verification that the individual is current in all TASL requirements. Individuals currently holding the ILL who have not served in a TASL-mandated position for at least two (2) of the three (3) years on the license must successfully complete a state-approved instructional leadership module.

(e) Instructional Leader License - Professional (ILL-P; six (6)-year validity period). The ILL-P is valid for six (6) years and is renewable. The ILL-P is issued to individuals currently holding the ILL and who have met one (1) of the following advancement pathways:

1. Tennessee Academy for School Leaders (TASL)
  - (i) Obtain recommendation from director of schools or designee, certifying a minimum of two (2) years of successful experience as a principal, assistant principal, or an instructional supervisor under TASL requirements;

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

- (ii) Obtain recommendation of the TASL director, certifying successful completion of the Beginning Principals' Academy or the Beginning Supervisors' Academy; and
- (iii) Obtain recommendation of the director of schools or designee certifying that the administrator has an overall evaluation rating of at expectations or higher on a state-approved administrator evaluation model for at least two (2) of the three (3) years on the license.

2. Individual Professional Learning Plan

- (i) Obtain recommendation from director of schools or designee, certifying a minimum of two (2) years of successful experience as a principal, assistant principal, or an instructional supervisor under TASL requirements;
  - (ii) Obtain recommendation of the TASL director, certifying evidence of successful completion of an Individual Professional Learning Plan in cooperation with an approved instructional leader preparation program; and
  - (iii) Obtain recommendation of the director of schools or designee certifying that the administrator has an overall evaluation rating of at expectations or higher on a state-approved administrator evaluation model for at least two (2) of the three (3) years on the license.
- (f) Renewal of the ILL-P. Individuals currently holding the ILL-P who have served in a TASL-mandated position for at least four (4) of the six (6) years on the license may renew the ILL-P upon recommendation of the TASL director and verification that the individual is current in all TASL requirements. Individuals currently holding the ILL-P who have not served in a TASL-mandated position for at least four (4) of the six (6) years on the license must successfully complete a state-approved instructional leadership module.
- (g) Additional Requirements. Principals, assistant principals, and supervisors serving as instructional leaders who hold a Professional Administrator License (PAL) will be eligible for an ILL-P upon recommendation by the TASL director and certification of successful completion of the TASL requirements at the professional level based on the Tennessee Instructional Leadership Standards (TILS).
- (h) Beginning July 1, 2022, principals, assistant principals, and supervisors serving as instructional leaders in Tennessee must hold an ILL, an ILL-P, or an ILL-E. However, effective September 1, 2009, individuals with a PAL may elect to transition to an ILL-P any time they meet the licensure requirements. Individual administrators who hold a PAL are required to complete TASL requirements, unless exempted by T.C.A. § 49-5-5703.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

Completion of the TASL requirements will include both participation in training aligned with the TILS and the evidence documenting that participants have applied the TILS at the professional level in their work.

- (i) Individuals with a current Tennessee administrator license issued before the required licensure assessment stipulated in the professional assessment policy was required will not be required to take the assessment to transition to the new licensure system.



<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

**Appendix A**  
**Professional Development Points for Licensure Advancement or Renewal**

Educators must earn a total of thirty (30) professional development points (PDPs) to advance<sup>4</sup> or a total of sixty (60) PDPs to renew a teacher license, including professional, professional occupational, and professional school services personnel licenses<sup>5</sup>. Individuals employed by an LEA must have the LEA approve the accrued PDPs for advancement or renewal. Individuals employed by a public charter school must have the charter school leader approve the accrued PDPs for advancement or renewal. At the time of advancement or renewal, if the educator is not employed in a Tennessee public school, appropriate documentation for all activities for which PDPs are requested must be provided to the office of educator licensing and preparation. Reasons for PDP denial include, but are not limited to: activity not related to improving educator effectiveness; activity conducted outside the validity period of the license; activity lacks adequate documentation; or duplicate activity. At the time of advancement or renewal, if the educator is employed in a Tennessee public school, the LEA or public charter school must retain documentation for each completed activity for which the educator is awarded PDPs.

Activities used for PDPs must be completed within the validity period of the license being advanced or renewed and must be related to improving educator effectiveness by:

1. Developing content knowledge, pedagogical knowledge, or pedagogical content knowledge; or
2. Enhancing educator effectiveness (e.g., world language courses for those working with students for whom English is a second language, coursework that supports understanding and use of data).

Activities not related to improving educator effectiveness do not qualify for PDPs. This includes training activities such as sessions on blood borne pathogens and suicide prevention. While these training opportunities are highly valuable and often mandated, they do not explicitly focus on educator effectiveness.

---

<sup>4</sup> Not required for advancement if educator obtains the signature of the director of schools.

<sup>5</sup> Educators who hold a Speech Language Pathologist or School Audiologist endorsement on a School Services Personnel license and also hold a valid license issued by Tennessee or an out-of-state licensing Board of Communications Disorders and Sciences or hold the Certificate of Clinical Competence from the American Speech-Language-Hearing Association may use this license or certificate in lieu of PDPs for the purpose of licensure advancement or renewal.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

**Appendix A  
(continued)**

Acceptable PDP options, number of PDPs awarded, and required documentation:

<b>Option</b>	<b>PDPs Awarded</b>	<b>Required Documentation</b>
Professional Learning <sup>6</sup>	1 clock hour = 1 PDP Approved Micro-credentials = 6 PDPs	Certificate, transcript, or verification signed by the director of schools (or designee) or charter school leader
Continuing Education <sup>7</sup>	1 continuing education unit (CEU) = 5 PDPs	Certificate or transcript
College/University Coursework <sup>8</sup>	1 semester hour credit = 10 PDPs 1 semester hour audit = 5 PDPs	Transcript; Audit verification form
Level of overall effectiveness (LOE) rating (approved TN model)	Overall Score of 5 = 20 PDPs Overall Score of 4 = 15 PDPs Overall Score of 3 = 10 PDPs	Information is maintained by the Department. No additional documentation is required; points may be accrued annually
National Board Certification	Initial Certification = 30 PDPs Renewal Certification = 15 PDPs	Official documentation from NBPTS

<sup>6</sup> Professional learning may consist of school, district, state activities; or academy, institute, seminar, conference attendance.

<sup>7</sup> Continuing education consists of activities provided by institutions of higher education or professional associations which do not result in academic credit leading to a degree. Certificate/transcript must indicate number of CEUs awarded.

<sup>8</sup> College/University coursework consists of activities whose credit may be transferred/applied to a program that may result in the award of a degree. College/University coursework used for PDPs must be completed at regionally accredited institutions.

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

**Appendix B  
Active Endorsements**

This table outlines endorsements available in the State of Tennessee. The **effective date** represents the first date that an endorsement may be issued. All endorsements are issued for the first time on September 1 of the indicated year. The **superseded date** represents the last day on which the endorsement may be issued. All endorsements are issued for the last time on August 31 of the indicated year.

Endorsements that are no longer issued (but that may still be held by an active educator) are shaded in gray. In some cases, two similar endorsements (e.g., Elementary Education K-6 and Elementary Education K-5) may overlap. This overlap allows time for educators already enrolled in programs designed for the older endorsement to complete requirements prior to the superseded date.

ENDORSEMENT AREA	Effective Date (September 1)	Superseded Date (August 31)
<b>Early Childhood Education</b>		
Early Development and Learning pre-K-K	2009	
Early Childhood Education pre-K-3	2008	
Early Childhood Education pre-K-4	2002	2008
<b>Elementary Education</b>		
Elementary Education K-5	2015	
Elementary Education K-6	2007	2017
Elementary Education K-8	2001	2007
Elementary Education 1-8	1994	2003
<b>Middle Grades – Core Academic</b>		
English/Language Arts 6-8	2015	
Mathematics 6-8	2015	
Science 6-8	2015	
Social Studies 6-8	2015	
Middle Grades Education 4-8	2008	2018
Reading (pre-K-4, pre-K-3, K-8, K-6, 5-8, 4-8)	2002	2013
Middle Grades Education 5-8	2001	2008
<b>Middle and Secondary Grades – Core Academic</b>		
English 6-12	2015	
English 7-12	2001	2017
Mathematics 6-12	2015	
Mathematics 7-12	2001	2017
Biology 6-12	2015	
Biology 7-12	2001	2017
Chemistry 6-12	2015	

**TENNESSEE STATE BOARD OF EDUCATION**

**EDUCATOR LICENSURE POLICY**

**5.502**

Chemistry 7-12	2001	2017
Earth Science 6-12	2015	
Earth Science 7-12	2001	2017
Physics 6-12	2001	
Physics 7-12	2001	2017
Economics 6-12	2015	
Economics 7-12	2001	2017
History 6-12	2015	
History 7-12	2001	2017
Geography 6-12	2015	
Geography 7-12	2001	2017
Government 6-12	2015	
Government 7-12	2001	2017
Psychology 9-12	2001	
Sociology 9-12	2001	
Speech Communication 6-12	2015	
Speech Communication 7-12	1995	2017
<b>Middle and Secondary Grades – World Languages</b>		
American Sign Language pre-K-12, 6-12	2018 (February 1)	
Arabic pre-K-12, 6-12	2015	
Chinese pre-K-12, 6-12	2015	
Chinese pre-K-12, 7-12	2012	2017
French pre-K-12, 6-12	2015	
French pre-K-12, 7-12	2001	2017
German pre-K-12, 6-12	2015	
German pre-K-12, 7-12	2001	2017
Greek pre-K-12, 6-12	2015	
Japanese pre-K-12, 6-12	2015	
Latin pre-K-12, 6-12	2015	
Latin pre-K-12, 7-12	2001	2017
Russian pre-K-12, 6-12	2015	
Russian pre-K-12, 7-12	2001	2017
Spanish pre-K-12, 6-12	2015	
Spanish pre-K-12, 7-12	2001	2017
Other World Languages pre-K-12, 6-12	2015	
Other Foreign Languages pre-K-12, 7-12	2001	2017
<b>Career and Technical Education</b>		

**TENNESSEE STATE BOARD OF EDUCATION**

**EDUCATOR LICENSURE POLICY**

**5.502**

Agricultural Education 6-12	2015	
AgriScience 6-12	2015	
Business Education 6-12	2015	
Business Technology 6-12	2015	
Business Technology 7-12	2004	2017
Computer Science K-12	2018	
Early Childhood Care and Services 6-12	2015	
Early Childhood Care and Services 9-12	2008	2017
Family and Consumer Sciences 6-12	2015	
Family and Consumer Sciences 5-12	2008	2017
Food Production & Management Services 6-12	2015	
Food Production & Management Services 9-12	2008	2017
Health Sciences Education 6-12	2015	
Health Sciences Education 9-12	2002	2017
Marketing Education 6-12	2015	
Marketing Education 7-12	2010	2017
Technology Engineering Education 6-12	2015	
Technology Engineering Education	2005	2017
Trade and Industrial Education 6-12	2015	
Trade and Industrial Education 9-12	2002	2017
Basic Business 7-12	1994	2004
Care/Guidance of Children 9-12	1994	2008
Clothing Management, Production & Svcs 9-12	1994	2008
Consumer and Homemaking 5-12	1994	2008
Data Processing	1994	2004
Food Management, Production & Svcs 9-12	1994	2008
Keyboarding 1-6 and 7-12	1994	2004
Marketing 7-12	1994	2010
Office Technology	1994	2004
Shorthand	1994	2004
Technology Education 5-12	1994	2005
<b>Visual and Performing Arts</b>		
Dance K-12	2009	
Instrumental/General Music K-12	2009	
Theatre K-12	1995	
Visual Arts K-12	2009	
Vocal/General Music K-12	2009	
Visual Arts K-12	1994	2009

**TENNESSEE STATE BOARD OF EDUCATION**

**EDUCATOR LICENSURE POLICY**

**5.502**

Vocal/General Music K-12	1994	2009
Instrumental Music K-12	1994	2009
<b>Special Populations</b>		
English as a Second Language pre-K-12	1999	
Gifted Education pre-K-12	2009	
Special Education Comprehensive Program K-12	2008	
Special Education Hearing pre-K-12	1995	
Special Education Interventionist K-8	2015	
Special Education Interventionist 6-12	2015	
Special Education Modified Program K-12	2006	2018
Special Education Preschool/Early Childhood pre-K-3	2008	
Special Education Vision pre-K-12	2009	
Speech/Language Therapy Associate* pre-K-12	2008	
Special Education Comprehensive Program K-12	1995	2008
Special Education Modified Program K-12	1995	2006
Special Education Preschool/Early Childhood pre-K-4	2006	2008
Special Education Preschool/Early Childhood pre-K-1	1995	2006
Special Education Speech/Language pre-K-12	1995	2010
Special Education Vision pre-K-12	1995	2009
<b>Health and Physical Education</b>		
Health and Wellness Education K-12	2009	
Physical Education K-12	2009	
Health K-12	1995	2009
Physical Education K-12	1995	2009
<b>Literacy Specialists</b>		
Reading Specialist pre-K-12	2005	
Library Information Specialist pre-K-12	2000	
<b>School Services Personnel</b>		
School Counselor pre-K-12	1996	
School Social Worker pre-K-12	1996	
School Psychologist pre-K-12	2001	
School Audiologist pre-K-12	2006	
Educational Interpreter pre-K-12	2016	
Speech/Language Pathologist pre-K-12	2006	

<b>TENNESSEE STATE BOARD OF EDUCATION</b>	
<b>EDUCATOR LICENSURE POLICY</b>	<b>5.502</b>

**Appendix C:  
Assessment Requirements for Initial Licensure**

<b>Enrollment Status</b>	<b>Content Knowledge Verification</b>	<b>Testing Requirements and Timeline</b>
Currently Enrolled (primarily job-embedded clinical pathway)	Major in Content Area	<ul style="list-style-type: none"> <li>• 3 years to submit qualifying scores on required content assessments. Qualifying scores on required content assessments must be submitted prior to renewing or advancing the Practitioner License.</li> <li>• 3 years to submit qualifying scores on required pedagogical and literacy assessments. Qualifying scores on required pedagogical and literacy assessments must be submitted prior to renewing or advancing the Practitioner License.</li> </ul>
Currently Enrolled (primarily job-embedded clinical pathway)	Qualifying Scores on Required Content Assessments	<ul style="list-style-type: none"> <li>• 3 years to submit qualifying scores on required pedagogical and literacy assessments. Qualifying scores on required pedagogical and literacy assessments must be submitted prior to renewing or advancing the Practitioner License.</li> </ul>
Completed Preparation	Major in Content Area	<ul style="list-style-type: none"> <li>• 3 years to submit qualifying scores on required content assessments. Qualifying scores on required content assessments must be submitted prior to renewing or advancing the Practitioner License.</li> <li>• Upon application, submit qualifying scores on required pedagogical and literacy assessments.</li> </ul>
Completed Preparation	Qualifying Scores on Required Content Assessments	<ul style="list-style-type: none"> <li>• Upon application, submit qualifying scores on required pedagogical and literacy assessments.</li> </ul>

**Note:**

For additional information regarding required content, pedagogical, and literacy assessments, refer to *Professional Assessments for Tennessee Educators Policy 5.105*.