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| <b>TENNESSEE STATE BOARD OF EDUCATION</b> |              |
| <b>LICENSE RESTORATION APPLICATIONS</b>   | <b>5.500</b> |

**Guidelines for Consideration of License Restoration Applications**

Restoration after Suspension of License:

A person whose license has been suspended shall have the license restored after the period of suspension has been completed and the person has complied with any terms prescribed by the Board. Proof of such compliance shall be provided to Board counsel. Suspended licenses are subject to expiration and renewal rules of the Board. A suspended license may not be restored if an action against a person’s license is pending in another state.

Restoration after Denial or Revocation of License:

Board Rule 0520-02-03-.09(3) allows a person whose teaching license was denied or revoked to apply for restoration of that license. Before the application is considered, the applicant must show “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.” Applications also may not be considered if an action against a license is pending in another state.

Restoration of a denied or revoked license is discretionary and considered on a case-by-case basis. The burden of proof rests with the applicant. To show that the “cause no longer exists,” an applicant must show why the license should be restored despite the misconduct that resulted in the disciplinary action. An applicant must provide evidence of rehabilitation and fitness to perform the duties authorized by the license sought.

When an application for restoration is received from the Office of Educator Licensing and forwarded to Board counsel, a panel of Board staff reviews the application and the file to make a recommendation regarding whether restoration should be granted, or if additional investigation is necessary. This panel consists of the executive or deputy executive director, counsel to the Board, and at least one other staff member. If the panel decides not to recommend restoration of the license, Board counsel will notify the applicant of the Board’s intent and the applicant’s right to request a hearing.

If the applicant waives the right to a hearing or does not request a hearing within thirty (30) days of notification, Board counsel will submit the proposed denial of restoration to the Board for roll-call vote at its next regularly scheduled meeting. Counsel will include a proposed order for the Board to approve.

If the applicant requests a hearing within thirty (30) days of notification, then Board counsel will schedule a hearing with an Administrative Law Judge (ALJ) from the Secretary of State’s office, sitting on behalf of the Board.

If the ALJ, sitting on behalf of the Board, finds that denial of the restoration application is not warranted, Board counsel will direct the Office of Teacher Licensing (OTL) to restore the applicant’s license. The Board may, however, appeal the ALJ’s decision at its discretion. The applicant may also appeal the action of the ALJ or the Board to Chancery Court in Davidson County

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The panel of Board staff and/or the Board may consider the following in reviewing restoration applications:

1. Likelihood of present harm or potential for continuing harm to students, parents of students or school personnel.
2. Details of the offense(s) which led to the disciplinary action:
  - a. Terms of any sentence imposed, including probation, community service, etc.;
  - b. Age of the applicant at the time of arrest;
  - c. The relationship between the offense and the duties and responsibilities of the education profession; and
  - d. Likelihood of recurrence (as shown, for example, by lack of remorse or lack of rehabilitative motivation or potential).
3. Attempted concealment of misconduct, including failure to report any criminal charges on an initial license application.
4. Prior misconduct of a similar or related nature (including prior criminal history).
5. Compliance with any terms imposed in a voluntary withdrawal of a license application, voluntary surrender of a license or suspension.
6. Rulings on restoration applications under similar circumstances.\*
7. Evidence of rehabilitation relevant to the conduct that resulted in disciplinary action, such as:
  - a. Completion of any sentence imposed, including probation;
  - b. Participation in counseling, self-help support groups, community service;
  - c. Gainful employment subsequent to the conduct; and
  - d. Family and community support (shown, for example, through affidavits or letters of character from leaders of organizations, including religious groups).
8. Fitness for practice as an educator:
  - a. Continuing education since the discipline was imposed;
  - b. Offers of employment for educational positions; and
  - c. Letters of recommendation for educational positions.
9. Any other relevant factors.

\* To assist in deliberations, Board staff shall maintain a list of all restoration requests, along with the following information:

1. Grounds for disciplinary action;
2. Time elapsed since denial or revocation;
3. Supporting material provided by applicant; and
4. Whether the application was granted or denied.