

Job-Embedded Educator Endorsement Change Form

This form allows candidates completing a job-embedded clinical practice to apply to change the endorsement on their license during the first validity period of their Practitioner 1st Issue License. All required assessment scores must be submitted to the Tennessee Department of Education before an endorsement change can be made. By completing this form, both the candidate and the Educator Preparation Provider (EPP) are verifying that the candidate will complete all program and licensure requirements for the new endorsement before the Practitioner 1st Issuance License expires. Additionally, both parties understand that submission of this form will not extend the validity period of the license.

Candidate Information

First Name:

Last Name:

Educator Preparation Provider (EPP):

(institution/organization name)

TN License Number (TLN):

Current Endorsement(s):

Requested Alternate Endorsement(s):

Candidate Signature: By signing below, you are indicating that you, the above-stated individual, wish to change the endorsement(s) on your current TN Teacher License as listed above. You understand that this change will not extend the validity period of your license and you will be required to complete all program requirements for the new endorsement(s) before the current expiration date of your license.

Signature of Candidate:

Date:

EPP Signature: By signing below, you are indicating that you support the above-stated individual in changing the endorsement(s) on their current TN Teacher License as listed above and believe they will be able to complete all program requirements for the new endorsement before the current expiration date of their license. You understand that this change will not extend the validity period of their license, and they will be required to complete all program requirements for the new endorsement(s) before the current expiration date of their license.

Signature of Authorized EPP Official:

Title of Authorized EPP Official:

Date:

Note to EPP: Upon completion, please email this form to educator.licensure@tn.gov.