

**RULES OF
THE STATE BOARD OF EDUCATION**

**CHAPTER 0520-02-03
EDUCATOR LICENSURE**

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0520-02-03-.01 GENERAL INFORMATION AND REGULATIONS.

- (1) 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.
- (2) No person shall be employed as a principal, teacher (including school services personnel), or supervisor of any public elementary or high school by any local education agency (LEA), or receive any pay for such services out of the public school funds of the LEA, until the person presents to the director of schools a valid license as prescribed by the State Board.
- (3) The Department of Education shall establish and publish all licensure application forms and timelines.
- (4) Each educator shall be individually 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.
- (5) Pursuant to T.C.A. § 49-5-105, the holder of a license who changes or alters the holder's license in any way, or who permits any other person to change or alter the license, commits a Class C misdemeanor and shall have such holder's license revoked.
- (6) This rule 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.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-101, T.C.A. § 49-5-105, T.C.A. § 49-5-108, T.C.A. § 49-5-403.

Administrative History: Original rule filed November 16, 1989; effective February 28, 1990. Amendment filed November 30, 1990; effective February 27, 1991. Repeal and new rule filed March 16, 1992; effective June 29, 1992. Amendment filed May 12, 1992; effective August 29, 1992. Amendment filed November 22, 1993; effective March 30, 1994. Amended by Public Chapter No. 957 Acts of 1994; effective May 10, 1994. Amended by Public Chapter 251 Acts of 1995; effective May 19, 1995 (See Attorney General Opinion No 094-080.) Amendment filed January 31, 1995; effective May 31, 1995. Amendment filed May 31, 1996; effective September 27, 1996. Amendment filed May 28, 1999; effective September 28, 1999. Amendment filed March 29, 2000; effective July 28, 2000. Amendment filed December 19, 2002; effective April 30, 2003. Amendment filed June 30, 2003; effective October 28, 2003. Amendment filed May 19, 2005; effective

(Rule 0520-02-03-.01, continued)

September 28, 2005. Amendment filed March 23, 2007; effective July 27, 2007. Amendment filed July 31, 2008; effective November 28, 2008. Amendment filed October 20, 2009; effective March 31, 2010. Amendment filed September 6, 2013; effective February 28, 2014. Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.

0520-02-03-.02 EDUCATOR LICENSE TYPES.

- (1) All educators in Tennessee shall hold one (1) of the following license types:
 - (a) The practitioner license is the first level license issued to applicants who meet the requirements set forth in this rule. There are three (3) types of practitioner licenses: practitioner teacher license, practitioner occupational teacher license, and practitioner school services personnel license.
 - (b) The professional license is issued to educators who have met licensure expectations at the practitioner level and who meet the requirements for advancement set forth in this Rule. There are three (3) types of professional licenses: professional teacher license, professional occupational teacher license, and professional school services personnel license.
 - (c) The JROTC license is issued to active or retired military personnel who seek to serve as Junior Reserve Officers' Training Corps (JROTC) teachers.
 - (d) The license for postsecondary educators (PSE) is issued to applicants who have been a full-time or part-time college professor or instructor and who meet the requirements set forth in this Rule.
 - (e) The adjunct license is issued to applicants seeking to teach no more than three (3) classes in a content area of critical shortage identified by the State Board who meet the requirements set forth in this Rule.
 - (f) The Instructional Leader License - Aspiring (ILL-A) is issued to applicants who hold a bachelor's degree, are enrolled in an instructional leadership preparation program approved by the State Board of Education, and meet the requirements set forth in this Rule.
 - (g) The Instructional Leader License (ILL) is issued to applicants who hold a bachelor's degree, have completed an instructional leadership preparation program approved by the State Board of Education, and meet the requirements set forth in this Rule.
 - (h) The Instructional Leader License – Professional (ILL-P) The ILL-P is issued to educators currently holding the ILL who meet the requirements for advancement set forth in this Rule.
- (2) The validity period of each license type shall be outlined in the SBE Educator Licensure Policy 5.502, however:
 - (a) The validity period of the practitioner license shall be no more than four (4) years;
 - (b) The validity period of the professional license shall be no more than seven (7) years;
 - (c) The validity period of the ILL-A shall be no more than four (4) years;

(Rule 0520-02-03-.02, continued)

- (d) The validity period of the ILL shall be no more than four (4) years; and
- (e) The validity period of the ILL-P shall be no more seven (7) years.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108. **Administrative History:** Original rule filed July 31, 2008; effective November 28, 2008. Amendment filed July 17, 2009; effective December 29, 2009. Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.

0520-02-03-.03 REQUIREMENTS FOR TEACHER LICENSES.

- (1) Prospective educators seeking a practitioner teacher license shall meet the requirements of one (1) of the following pathways:
 - (a) Pathway 1. The prospective educator:
 - 1. Holds a bachelor's degree from a regionally-accredited college or university;
 - 2. Has completed a State Board-approved educator preparation program;
 - 3. Is recommended by the approved educator preparation provider; and
 - 4. Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
 - (b) Pathway 2. The prospective educator:
 - 1. Holds a bachelor's degree from a regionally-accredited college or university;
 - 2. Is enrolled in a State Board-approved educator preparation program with a job-embedded clinical practice;
 - 3. Is recommended by the approved educator preparation provider; and
 - 4. Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (2) Prospective educators from a state other than Tennessee seeking a practitioner teacher license shall meet the requirements of one (1) of the following pathways:
 - (a) Out of State Pathway 1. The out-of-state prospective educator:
 - 1. Holds a bachelor's degree from a regionally-accredited college or university;
 - 2. Has completed an educator preparation program approved by a state other than Tennessee;

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- 3. Is recommended by the approved educator preparation provider; and
 - 4. Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (b) Out of State Pathway 2. The out-of-state prospective educator:
- 1. Holds a bachelor’s degree from a regionally-accredited college or university; and
 - 2. Holds a valid professional level license from a state other than Tennessee.
- (c) Out of State Pathway 3. The out-of-state prospective educator:
- 1. Holds a bachelor’s degree from a regionally-accredited college or university;
 - 2. Is enrolled in an educator preparation program with job-embedded clinical practice that is approved by a state other than Tennessee that has a state-recognized partnership with a Tennessee local education agency (LEA);
 - 3. Is recommended by the approved educator preparation provider; and
 - 4. Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (3) At the time of application for a Tennessee license, out-of-state prospective educators who hold a valid certification from the National Board for Professional Teaching Standards shall be issued a professional level teacher license.
- (4) Out-of-state prospective educators who are military spouses and who hold an active license (initial or professional) from a state other than Tennessee shall be issued the practitioner license upon providing documentation of active military dependent status.
- (5) A practitioner license may be renewed once upon completion of an approved educator preparation program and submission of qualifying scores on all State Board-required assessments as defined in the Professional Assessments for Tennessee Educators Policy prior to the end of the validity period of the first (1st) issuance of the practitioner license.
- (6) If the requirements for practitioner license renewal are not met prior to the end of the validity period of the first (1st) issuance of the practitioner license, the license shall become inactive.
- (7) An educator with a practitioner teacher license may seek to advance to a professional teacher license. In order to advance from a practitioner license to a professional license, an educator shall meet the following requirements:
- (a) Completed an approved educator preparation program and submitted qualifying scores on all State Board-required assessments as defined in the Professional Assessments for Tennessee Educators Policy prior to the end of the validity period of the first (1st) issuance of the practitioner license;
 - (b) Obtained three (3) years of qualifying experience as an educator as defined by the Department; and

(Rule 0520-02-03-.03, continued)

- (c) Earned thirty (30) professional development points.
- (8) If the requirements for licensure advancement are not met prior to the end of the validity period of the second (2nd) issuance of the practitioner license, the license shall become inactive.
- (9) Educators who obtained the practitioner teaching license through the out-of-state pathway 2 shall not be required to submit qualifying scores on State Board-required assessments to advance if:
 - (a) The educator has been employed in a Tennessee public school in the candidate's area of endorsement; and
 - (b) The educator 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 practitioner license.
- (10) To renew the professional license, an educator shall earn sixty (60) qualifying professional development points as indicated in SBE Educator Licensure Policy 5.502.
- (11) If the educator has not met the requirements for renewal at the end of the validity period of the professional license, then the license shall become inactive.
- (12) In order to reactivate a license and endorsements held, an educator shall submit to the Department evidence of completion of an approved educator preparation program and shall submit qualifying scores on all State Board-required assessments that are not more than five (5) years old.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016. Amendments filed October 16, 2017; effective January 14, 2018.

0520-02-03-.04 REQUIREMENTS FOR OCCUPATIONAL TEACHER LICENSES.

- (1) Prospective educators seeking a practitioner occupational teacher license shall meet the following requirements:
 - (a) Hold a high school diploma or higher;
 - (b) Be enrolled in a State Board-approved educator preparation program with a job-embedded clinical practice;
 - (c) Be recommended by the approved educator preparation provider;
 - (d) Have a minimum of five (5) years of relevant work experience, completed within the last ten (10) years, in the area of endorsement or equivalent education attainment as defined by the Department; and
 - (e) Hold an active industry license or credential for the area of endorsement as defined by the Department, if applicable.

(Rule 0520-02-03-.04, continued)

- (2) A practitioner occupational teacher license may be renewed once upon completion of an approved educator preparation program prior to the end of the validity period of the first (1st) issuance of the practitioner license.
- (3) If the requirements for practitioner license renewal are not met prior to the end of the validity period of the first (1st) issuance of the practitioner license, the license shall become inactive.
- (4) In order to advance from a practitioner occupational teacher license to a professional occupational teacher license, an educator shall meet the following requirements:
 - (a) Complete three (3) years of qualifying experience as an educator as defined by the Department;
 - (b) Complete a State Board-approved educator preparation program.
 - (c) Earn thirty (30) professional development points, a minimum of twenty (20) which shall come from new teacher training provided by the Department as indicated by SBE Educator Licensure Policy 5.502;
 - (d) Hold an active industry license or credential for the area of endorsement as defined by the Department, if applicable; and
 - (e) For educators that received the practitioner occupational teacher license on or after July 1, 2018, submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (5) If the requirements for licensure advancement are not met prior to the end of the validity period of the second (2nd) issuance of the practitioner occupational teacher license, the license shall become inactive.
- (6) In order to renew the professional occupational teacher license educators must meet the following requirements:
 - (a) Earn sixty (60) professional development points as indicted by SBE Educator Licensure Policy 5.502;
 - (b) Provide verification of an active industry license or credential for the area of endorsement as defined by the Department, if applicable; and
- (7) If the educator has not met the requirements for renewal at the end of the validity period of the professional license, then the license shall become inactive.
- (8) Teachers who hold an active professional occupational teacher license may add additional occupational endorsements through one (1) of the following pathways:
 - (a) Hold an active industry license or credential, as determined by the Department, for the area of endorsement, if applicable; or
 - (b) If the endorsement area does not require a license or credential, then have a minimum of five (5) years of relevant work experience, completed within the last ten (10) years, in the area of endorsement or equivalent education attainment as defined by the Department.

(Rule 0520-02-03-.04, continued)

- (9) A practitioner or professional occupational teacher license may be reactivated by completion of both of the following:
- (a) Meeting one (1) of the following requirements:
 - 1. Hold an active industry license or credential, as determined by the Department, for the area of endorsement, if applicable; or
 - 2. If the endorsement area does not require a license or credential, then have a minimum of five (5) years of relevant work experience, completed within the last ten (10) years, in the area of endorsement or equivalent education attainment as defined by the Department; and
 - (b) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016. Amendments filed October 7, 2016; effective January 5, 2017.

0520-02-03-.05 REQUIREMENTS SCHOOL SERVICES PERSONNEL LICENSES.

- (1) School services personnel licenses are available in the following areas:
- (a) School speech-language pathologist;
 - (b) School audiologist;
 - (c) School psychologist;
 - (d) School counselor;
 - (e) School social worker; and
 - (f) School educational interpreter.
- (2) School speech-language pathologists shall hold a school services personnel license with the school speech-language pathologist endorsement. Candidates seeking a practitioner school services personnel license as a school speech-language pathologist shall meet the following requirements:
- (a) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and meet one (1) of the following:
 - 1. Hold an advanced degree in speech-language pathology from a regionally-accredited institution of higher education with a speech-language program approved by the Council on Academic Accreditation in Audiology and Speech-Language Pathology;

(Rule 0520-02-03-.05, continued)

2. Hold a valid speech-language pathologist license issued by the Tennessee Board of Communication Disorders and Sciences or the licensing board of a state other than Tennessee; or
 3. Hold an advanced degree in speech-language pathology and hold a valid out-of-state professional level educator license.
- (3) School audiologists shall hold a school services personnel license with the audiologist endorsement. Candidates seeking a practitioner school services personnel license as a school audiologist shall meet the following requirements:
- (a) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and meet one (1) of the following:
 1. Hold an advanced degree in audiology from a state or regionally-accredited institution of higher education with a graduate level program approved by the Council on Academic Accreditation in Audiology and Speech-Language Pathology;
 2. Hold a valid audiology license issued by the Tennessee Board of Communication Disorders and Sciences or the licensing board of a state other than Tennessee ; or
 3. Hold an advanced degree in audiology and hold a valid out-of-state professional level educator license.
- (4) School psychologists shall hold a school services personnel license with the school psychologist endorsement. Candidates seeking a practitioner school services personnel license as a school psychologist shall meet the following requirements:
- (a) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and meet one (1) of the following:
 1. Complete a State Board-approved graduate level educator preparation program in school psychology or a graduate level educator preparation program in school psychology approved for licensure by a state other than Tennessee;
 2. Hold an advanced degree in school psychology and hold a valid out-of-state professional level educator license; or
 3. Hold a valid certificate as a Nationally Certified School Psychologist issued by the National School Psychology Certification System.
- (5) School counselors shall hold a school services personnel license with the school counselor endorsement.
- (a) Candidates seeking a practitioner school services personnel licensure and endorsement as a school counselor shall meet the requirements of one (1) of the following pathways:
 1. Pathway 1. The candidate:

(Rule 0520-02-03-.05, continued)

- (i) Holds an advanced degree in school counseling from a regionally-accredited college or university;
 - (ii) Has completed a State Board-approved educator preparation program in school counseling;
 - (iii) Is recommended by the approved educator preparation provider; and
 - (iv) Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
2. Pathway 2. The candidate:
- (i) Holds a bachelor's degree or higher from a regionally accredited college or university;
 - (ii) Is enrolled in a State Board-approved educator preparation program in school counseling with a job embedded clinical practice;
 - (iii) Has completed all coursework required of the educator preparation program;
 - (iv) Is recommended by the approved educator preparation provider; and
 - (v) Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
3. Pathway 3. The candidate:
- (i) Holds an advanced degree in a counseling field;
 - (ii) Is enrolled in a State Board-approved educator preparation program in school counseling;
 - (iii) Has completed a minimum of twenty-four (24) hours of coursework in school counseling;
 - (iv) Is recommended by the approved educator preparation provider;
 - (v) Submits required supervision agreement between the LEA and approved educator preparation provider; and
 - (vi) Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
4. Pathway 4. The candidate:
- (i) Holds an advanced degree in school social work or school psychology from a State Board-approved educator preparation program or from an educator preparation program approved by a state other than Tennessee;

(Rule 0520-02-03-.05, continued)

- (ii) Is enrolled in a State Board-approved educator preparation program in school counseling;
 - (iii) Is recommended by the approved school counseling educator preparation provider;
 - (iv) Submits required supervision agreement between the LEA and approved educator preparation provider; and
 - (v) Submits qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
5. Pathway 5. The out-of-state candidate:
- (i) Holds an advanced degree in school counseling from a regionally-accredited college or university; and
 - (ii) Has completed an educator preparation program in school counseling approved by a state other than Tennessee as evidenced by one (1) of the following:
 - (I) A valid professional level license from a state other than Tennessee; or
 - (II) A recommendation from the out-of-state educator preparation provider where the educator completed preparation and qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (b) School counselors who serve in a supervisory role shall have a professional school services personnel license with an endorsement in school counseling.
- (6) School social workers shall hold a school services personnel license with the school social worker endorsement. Candidates seeking a practitioner school services personnel license as a school social worker shall meet the following requirements:
- (a) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and meet one (1) of the following:
 - 1. Complete a State Board-approved educator preparation program in school social work, or an educator preparation program in school social work approved for licensure by a state other than Tennessee, and be recommended by the approved educator preparation provider;
 - 2. Hold a valid social worker license issued by the Tennessee Board of Social Workers or the licensing board of a state other than Tennessee; or
 - 3. Hold a bachelor's degree or higher in social work and hold a valid out-of-state professional-level educator license.

(Rule 0520-02-03-.05, continued)

- (7) School educational interpreters shall hold a school services personnel license with the educational interpreter endorsement. Candidates seeking licensure and endorsement as a school educational interpreter shall meet the following requirements:
 - (a) Hold a bachelor's degree from a regionally accredited college or university; and
 - (b) Meet one of the following:
 1. Hold a current, nationally recognized certification in educational interpreting which includes a written examination related to ethics and practice; or
 2. Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (8) A practitioner school services personnel license may be renewed once.
- (9) In order to advance from a practitioner school services personnel license to a professional school services personnel license, an educator shall meet the following requirements:
 - (a) Three (3) years qualifying experience as defined by the Department; and
 - (b) Earn thirty (30) qualifying professional development points as indicated by SBE Educator Licensure Policy 5.502.
- (10) If the requirements for licensure advancement are not met prior to the end of the validity period of the second (2nd) issuance of the practitioner license, the license shall become inactive.
- (11) In order to reactivate a professional school services personnel license, an educator shall:
 - (a) Submit qualifying scores on all State Board-required assessments that are no more than five (5) years old; and
 - (b) Submit evidence of a current and valid license issued by the appropriate Tennessee or out-of-state licensing board, if applicable.
- (12) In order to renew the professional school services license educators must earn sixty (60) qualifying professional development points as indicated by SBE Educator Licensure Policy 5.502.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.

0520-02-03-.06 REQUIREMENTS FOR THE JROTC LICENSE.

- (1) Individuals seeking a JROTC license shall submit the following information to the Department of Education:
 - (a) Certification of preparation by the branch of the military approving the teacher placement;
 - (b) A copy of a valid JROTC training certificate that includes an expiration date;

(Rule 0520-02-03-.06, continued)

- (c) Official transcripts of all credit and degrees earned in colleges or universities in the United States; and
 - (d) Verification that the applicant will be employed in a JROTC program in a Tennessee LEA.
- (2) Individuals holding the JROTC license may only teach courses designated as part of the JROTC program and no additional endorsements may be added to the JROTC license.
- (3) In order to renew the JROTC license, educators shall:
- (a) Hold a valid JROTC license; and
 - (b) Submit a recommendation to the Department from the LEA where the educator is employed.

Authority: T.C.A. § 49-1-302 T.C.A. § 49-5-108. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016. Amendments filed October 16, 2017; effective January 14, 2018.

0520-02-03-.07 REQUIREMENTS FOR LICENSES FOR POSTSECONDARY EDUCATORS.

- (1) A practitioner license for postsecondary educators (PSE) may be issued to candidates that meet the following requirements:
- (a) Meet one of the following experience requirements:
 - 1. Have been a full-time college professor or instructor for at least two (2) of the last five (5) years at an eligible postsecondary institution that is accredited by a regional accrediting association, as defined by T.C.A. § 49-4-902; or
 - 2. Have been a part-time college professor or instructor, teaching at least one (1) course per semester, for at least three (3) of the last five (5) years at an eligible postsecondary institution that is accredited by a regional accrediting association, as defined by T.C.A. § 49-4-902;
 - (b) Submit at least three (3) years of qualifying teaching evaluations that rate the applicant as proficient or better in the subject area in which the applicant is seeking licensure from the postsecondary institution at which the applicant taught, where evaluations are defined as an assessment of the educator's performance in the subject area, which may include a formal rating system or, if the institution does not use a rating system, may be a letter from the dean, department chair, or other direct supervisor regarding the educator's performance;
 - (c) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (2) The PSE license shall only be issued for teaching assignments in grades nine through twelve (9-12).

(Rule 0520-02-03-.07, continued)

- (3) The PSE license shall bear an endorsement to teach only in the subject area in which the person taught at the eligible postsecondary institution.
- (4) In order to advance from a PSE practitioner license to a PSE professional license, an educator shall meet the following requirements:
 - (a) Have three (3) years of qualifying experience as an educator as defined by the Department; and
 - (b) Earn thirty (30) professional development points as indicated by SBE Educator Licensure Policy 5.502.
- (5) If the requirements for advancement to the PSE professional license are not met prior to the end of the validity period of the PSE practitioner license, the PSE practitioner license may be renewed once.
- (6) If the requirements for advancement to the PSE professional license are not met prior to the end of the validity period of the second (2nd) issuance of PSE practitioner license, the license shall become inactive.
- (7) In order to reactivate the PSE professional license, an educator shall submit qualifying scores on all State Board-required assessments that are not more than five (5) years old.
- (8) In order to renew the PSE professional license educators must earn sixty (60) qualifying professional development points.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108, T.C.A. § 49-5-112. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.

0520-02-03-.08 REQUIREMENTS FOR THE ADJUNCT LICENSE.

- (1) An adjunct license may be issued to qualifying candidates seeking to teach no more than three (3) classes in a content area of critical shortage identified by the State Board.
 - (a) Prospective educators seeking an adjunct license shall meet the following requirements:
 - 1 Hold a bachelor's degree or higher from a regionally accredited institution of higher education in the content area in which they will be teaching or hold an active industry license or credential for the occupational area in which they will be teaching;
 2. Have a minimum of five (5) years of relevant work experience, completed within the last ten (10) years in the content area in which they will be teaching;
 3. Complete an adjunct licensure program approved by the State Board; and
 4. Be recommended by the approved adjunct licensure program.
- (2) The adjunct license shall be valid for one (1) year and may renewed five (5) times. Prior to the first renewal, the candidate shall submit qualifying scores on required assessments as defined in the Professional Assessments for Tennessee Educators Policy 5.105.

(Rule 0520-02-03-.08, continued)

- (3) Individuals holding the adjunct license may only teach in the content area identified on the initial license and no additional endorsements may be added to the adjunct license.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.

0520-02-03-.10 REQUIREMENTS FOR INSTRUCTIONAL LEADER LICENSES

- (1) All principals, assistant principals, and supervisors serving as instructional leaders in Tennessee shall hold the appropriate instructional leader license.
- (2) Dual assignment personnel whose work assignment includes more than fifty percent (50%) instructional leadership responsibilities shall hold the appropriate instructional leader license.
- (3) Educators seeking the Instructional Leader License (ILL) shall meet the following requirements:
- (a) Hold an advanced degree from a regionally accredited college or university;
 - (b) Have at least three (3) years of qualifying experience as an educator as defined by the Department;
 - (c) Have completed a State Board-approved instructional leader preparation program;
 - (d) Be recommended by the State Board-approved instructional leader preparation provider; and
 - (e) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (4) Educators from a state other than Tennessee who are seeking the ILL shall meet the following requirements:
- (a) Hold an advanced degree from a regionally-accredited college or university;
 - (b) Have at least three (3) years of qualifying experience as an educator as defined by the Department;
 - (c) Submit qualifying scores that are no more than five (5) years old on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy; and
 - (d) Have completed an instructional leader preparation program approved by a state other than Tennessee as demonstrated by:
 - 1. A full and valid license, comparable to the Tennessee ILL, from a state other than Tennessee; or
 - 2. A provider recommendation from the out-of-state instructional leader preparation program where the educator completed preparation.
- (5) Educators holding the ILL may renew the license through one (1) of the following pathways:

(Rule 0520-02-03-.10, continued)

- (a) Serve in a Tennessee Academy for School Leaders (TASL)-mandated position for at least two (2) years of the validity period of the license and be current in all TASL requirements; or
 - (b) Successfully complete a Department-approved instructional leadership training.
- (6) Educators enrolled in a State Board-approved instructional leader preparation program may apply for the Instructional Leader License—Aspiring (ILL-A). Educators holding the ILL-A may only serve as an assistant principal and may not serve as a principal or instructional supervisor. Educators seeking the ILL-A shall meet the following requirements:
- (a) Have at least three (3) years of qualifying experience as an educator as defined by the Department;
 - (b) Be enrolled in a State Board-approved instructional leader preparation program; and
 - (c) Be recommended by the State Board-approved instructional leader preparation provider.
- (7) Candidates from a state other than Tennessee who are seeking the ILL-A shall meet the following requirements:
- (a) Have at least three (3) years of qualifying experience as an educator as defined by the Department;
 - (b) Have completed an instructional leader preparation program approved by a state other than Tennessee as demonstrated by:
 - 1. A full and valid license, comparable to the Tennessee ILL, from a state other than Tennessee; or
 - 2. A provider recommendation from the out-of-state instructional leader preparation program where the educator completed preparation.
- (8) The ILL-A shall become inactive at the end of the validity period. The ILL-A is not renewable and may not be reactivated.
- (9) Educators currently holding the ILL may seek advancement to the Instructional Leader License - Professional (ILL-P) through one (1) of the following advancement pathways:
- (a) Tennessee Academy for School Leaders (TASL) Pathway. Educators seeking advancement through the TASL pathway shall meet the following requirements:
 - 1. Be recommended by the TASL director;
 - 2. Successfully complete the Beginning Principals' Academy or the Beginning Supervisors' Academy; and
 - 3. Be recommended by the educator's director of schools verifying the educator has a minimum of two (2) years of successful experience as a principal, assistant principal, or an instructional supervisor as demonstrated by an overall evaluation rating of at expectations or higher on a state-approved administrator evaluation model during the most recent validity period of the ILL.
 - (b) Individual Professional Learning Plan (IPLP) Pathway. Educators seeking advancement through the IPLP pathway shall meet the following requirements:

(Rule 0520-02-03-.10, continued)

1. Be recommended by the TASL director;
 2. Successfully complete an Individual Professional Learning Plan in coordination with an approved instructional leader preparation program; and
 3. Be recommended by the educator's director of schools verifying the educator has a minimum of two (2) years of successful experience as a principal, assistant principal, or an instructional supervisor as demonstrated by an overall evaluation rating of at expectations or higher on a state-approved administrator evaluation model during the most recent validity period of the ILL.
- (10) Educators may renew the ILL-P through one (1) of the following pathways:
- (a) TASL Pathway. Educators who currently serve in a TASL mandated position shall meet the following renewal requirements:
 1. Have served as an instructional leader in a TASL-mandated position for at least four (4) years of the validity period of the ILL-P; and
 2. Meet all TASL requirements.
 - (b) Instructional Leadership Training Pathway. Educators who do not currently serve in a TASL mandated position seeking renewal shall successfully complete a Department approved instructional leadership training.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.

0520-02-03-.11 ENDORSEMENTS.

- (1) All educators shall hold a valid Tennessee educator license with an endorsement covering the work assignment as provided in T.C.A. Title 49, Chapter 5.
- (2) Prospective educators seeking initial licensure shall meet requirements in at least one (1) area of endorsement.
- (3) Educators may add additional endorsements to a license in accordance with the guidelines established by the Department.
- (4) When an endorsement held by an out of state applicant does not match the content area or grade span of an available Tennessee endorsement, the Department shall identify the most appropriate match.
- (5) All educators who teach a course in which a state-level end of course examination is required shall hold the subject-specific endorsement for the course or meet the appropriate employment standard set by the Department.
- (6) An educator may teach up to two (2) sections of one (1) course outside the educator's area of endorsement each school year, with the exception of courses in which a state-level end of course examination is required.

(Rule 0520-02-03-.11, continued)

- (7) An educator who holds a valid and active license may teach more than one (1) course or more than two (2) sections of one (1) course outside of the educator's area of endorsement if an endorsement exemption is requested by the director of schools and approved by the commissioner.
- (a) In reviewing an initial endorsement exemption for approval, the commissioner shall consider:
1. The educator's previous teaching experience;
 2. The educator's postsecondary coursework and degrees held; and
 3. The content and grade span of endorsements held on the educator's current license.
- (b) Endorsement exemptions shall be valid for one (1) school year. A director of schools may request renewal of an endorsement exemption for an educator who demonstrates progress toward earning the relevant endorsement. An endorsement exemption may be renewed no more than two (2) times.
- (c) Educators may teach on an approved endorsement exemption for no more than a total of (3) school years.
- (8) Licensed educators enrolled in an additional endorsement program in special education offered by a State Board approved educator preparation provider may add a provisional special education endorsement by:
- (a) Submitting a recommendation from the educator preparation provider verifying:
1. Enrollment in a program of study for additional endorsement in the special education endorsement area; and
 2. An assurance that the educator will be assigned a mentor who is endorsed in the special education endorsement area.
- (b) In order to transition from a provisional endorsement to a full endorsement, educators shall submit qualifying scores on all State Board-required assessments and successfully complete the program of study within three (3) years of receiving a provisional endorsement. The provisional endorsement shall be valid for three (3) years and shall not be renewed.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108, T.C.A. § 49-6-303, T.C.A. § 49-5-403, T.C.A. § 49-6-6006. **Administrative History:** Original rule filed November 16, 1989; effective February 29, 1990. Repeal and new rule filed March 16, 1992; effective June 29, 1992. Amendment filed May 28, 1999; effective September 28, 1999. Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal filed October 27, 2015; effective January 25, 2016.

0520-02-03-.12 PERMITS.

- (1) In accordance with T.C.A. § 49-5-106, the Commissioner may grant a teaching permit to an individual who does not hold an active Tennessee educator license under the following conditions:

(Rule 0520-02-03-.12, continued)

- (a) The director of schools and the chair of the local board of education certify to the commissioner that the LEA is unable to secure a qualified teacher with a valid license for the position in which a vacancy exists;
 - (b) The LEA or charter school provides evidence of a targeted recruitment strategy for the vacant position;
 - (c) The director of schools or charter school leader recommends the individual for a teaching permit; and
 - (d) The recommended individual holds a minimum of a bachelor's degree.
- (2) In reviewing a permit request for approval, the commissioner shall consider:
- (a) The educator's previous work experience;
 - (b) The educator's postsecondary coursework and degrees held; and
 - (c) The educator's relevant experience in the subject area where the educator is seeking to teach.
- (3) Individuals with a teaching permit shall not teach a course in which a state-level end of course examination is required.
- (4) Each permit issued by the Commissioner shall be valid only until June 30 following the date of issuance.
- (5) The permit may be renewed two (2) times upon the recommendation of the director of schools and certification by the director of schools and the chair of the local board of education that the LEA is unable to secure a qualified teacher with a valid license for the position.
- (6) An LEA may employ a teacher holding a permit, but not holding a valid license, only for such period of time for which the LEA is unable to secure a qualified teacher with a valid license for the vacant position.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-106, T.C.A. § 49-5-108, T.C.A. § 49-5-403. **Administrative History:** Original rule filed November 16, 1989; effective February 29, 1990. Repealed and new rule filed March 16, 1992; effective June 29, 1992. Amendment filed May 28, 1999; effective September 28, 1999. Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal filed October 27, 2015; effective January 25, 2016.

0520-02-03-.13 EMERGENCY TEACHER LICENSE.

- (1) A Tennessee emergency teacher license may be issued to educators who hold a valid license from a state other than Tennessee and who were displaced 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 teacher license 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 teacher license to displaced persons.

(Rule 0520-02-03-.13, continued)

- (2) An emergency teacher license shall only be valid for one (1) school year.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-106, T.C.A. § 49-5-108, T.C.A. § 49-5-403. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.

0520-02-03-.14 PROFESSIONAL DEVELOPMENT POINTS.

- (1) Professional Development Points (PDPs) ensure continuous improvement for educators and are required for licensure advancement and renewal.
- (2) Educators shall earn a total of thirty (30) PDPs in order to advance a practitioner license to a professional license.
- (3) Educators shall earn a total of sixty (60) PDPs in order to renew a professional license.
- (4) PDPs are earned through the successful completion of Department-approved professional development activities as indicated by SBE Educator Licensure Policy 5.502.
- (5) In order to qualify for PDPs, professional development activities shall be related to improving educator effectiveness. Activities not related to improving educator effectiveness do not qualify for PDPs.
- (6) PDPs shall be earned during the validity period of the educator's license.

Authority: T.C.A. § 49-1-302, T.C.A. § 49-5-108, T.C.A. § 49-5-403. **Administrative History:** Repeal and new rules filed December 18, 2014; effective March 18, 2015. A stay of the rules was filed January 28, 2015; new effective date June 1, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016.