

8710.0300 ISSUANCE, RENEWAL, AND VALIDITY OF ALL LICENSES.

Subpart 1. **In general.** Licenses shall be granted by the Board of Teaching to applicants who otherwise meet all requirements of applicable statutes and rules.

An applicant must qualify separately for each licensure area for which application is made and provide evidence of satisfactory completion of a program in the licensure area which has been approved by the Board of Teaching. A license becomes valid on the date issued by the personnel licensing section.

Subp. 1a. **Types of licenses.** The Board of Teaching shall grant the following types of licenses which shall be valid for the period of time specified in this subpart:

A. professional license, which expires five years from the June 30 nearest the date the license is issued;

B. entrance license, which expires two years from the June 30 nearest the date the license is issued;

C. nonrenewable license, which expires no more than three years from the June 30 nearest the date the license is issued;

D. temporary limited license, which expires on June 30 of the school year for which the license is issued, except for a temporary limited license issued under part 8710.0400, subpart 4, which expires one year from the June 30 nearest the date the license is issued;

E. limited intern license, which expires on June 30 of the school year for which the license is issued;

F. five-year short call substitute teacher license, which expires five years from the June 30 nearest the date the license is issued;

G. temporary limited short call substitute teacher license, which expires two years from the June 30 nearest the date the license is issued; and

H. life license, which does not expire.

Effective with licenses issued on or after October 16, 2000, no person may hold a license under item C or D, or any combination of licenses under items C and D, for more than three years.

A license shall bear the date of issue and the date of expiration, and, if renewable, may be renewed on or after January 1 in the year of expiration upon application and meeting renewal requirements. A license shall expire if it is not renewed by July 1 in the year of expiration.

Subp. 2. **First professional license.** The first license which shall be issued in any licensure area to an applicant who meets all requirements of subpart 1 and who completes

an approved program leading to licensure in a Minnesota institution which is approved by the Board of Teaching to prepare persons for licensure is a first professional license.

Subp. 2a. **Addition of professional license.** When a licensure area is added to a professional license in effect, the expiration date is that previously established for the professional license in effect.

Subp. 2b. **Multiple expiration dates.** If the licensee has completed and verified the professional license renewal requirements, a licensee may renew a year early for the purpose of correlating the expiration dates of professional licenses held.

Subp. 3. **Renewal of professional license.** A professional license shall be renewed upon application according to this chapter and chapter 8700 governing continuing education.

If an applicant has not been employed in a position requiring Minnesota licensure at any time during the school year immediately preceding the date of expiration, the applicant's professional license shall be renewed if one of the following is submitted:

A. verification by a local continuing education committee that the applicant has met renewal requirements for the professional license during the five-year period immediately preceding the application;

B. evidence that the applicant earned at least 12 quarter or eight semester hours of credit, applicable to the licensure fields, during the five-year period immediately preceding the application; or

C. if neither item A nor B is submitted, a one-year extension of the expired professional license may be granted based on evidence that the applicant has been offered a position contingent upon holding a valid license. This extension expires on June 30 of the school year for which the license is issued and is nonrenewable. In order to qualify for a professional license after the one-year extension, the applicant shall provide evidence that renewal requirements for the professional license have been met under item A.

Subp. 4. [Repealed, 25 SR 805]

Subp. 5. **Classroom teaching license.** For purposes of licensure rules that require holding a valid classroom teaching license as a prerequisite for issuance of an additional field of licensure, the definition of a "classroom teaching license" is a nonvocational license valid to teach elementary school, secondary school subjects, or kindergarten to grade 12 subjects, or a secondary vocational license based on degree requirements in home economics education, industrial education, agriculture education, business education, or marketing education. This definition does not include limited licenses, provisional licenses, intern licenses, special education licenses, family education licenses, prekindergarten licenses, postsecondary vocational licenses, or secondary vocational licenses based upon criteria other than degree requirements in home economics education,

industrial education, agriculture education, business education, or marketing education. This definition also does not include licenses as school psychologists, school counselors, school social workers, school nurses, recreation personnel, school administrators, school business officers, community education directors, special education directors, or secondary vocational directors or supervisors.

Subp. 6. **Renewal of previously issued entrance license.** An applicant with a current or expired two-year entrance license who has not completed one year of teaching experience while holding a valid license may renew the entrance license for one additional two-year period only, after which time an applicant shall be granted a professional license. The professional license shall be renewed upon application according to the rules of the Board of Teaching governing continuing education. First time entrance licenses shall not be issued on or after October 16, 2000.

Subp. 7. **Licensure based on minor preparation.** A teacher holding a license that was first issued prior to September 1, 2001, and is valid for teaching in grades 7 through 12 based on Board of Teaching rules authorizing half-time teaching based on minor preparation may teach half time or less during the school day in any secondary school those subjects or fields in which the teacher holds licensure. Notwithstanding subpart 1a, any teacher holding licensure valid for half-time teaching in grades 7 through 12 first issued after September 1, 1966, shall, within seven years after first issuance, acquire the minimum established by the Board of Teaching for major preparation based on rules authorizing the issuance of the original half-time license in order to continue to be licensed to teach in that subject or field.

Subp. 8. **Validity of licenses held.** A teacher holding secondary school licensure valid for teaching in grades 7 through 12 may teach in grades 7 and 8 of any school organizational pattern in those subjects or fields for which valid licensure is held. A teacher holding elementary school licensure valid for teaching in grades 1 through 6 may teach in grades 7 and 8 only if the teacher is providing instruction using a self-contained classroom teaching model. Any other license issued prior to September 1, 2001, is valid only for the grade level, licensure field, and school organizational pattern for which the license was first issued.

Subp. 9. **Emergencies.** If a person documents an emergency that prevents the person from completing rule requirements in order to continue to be licensed in that field, or if a school district or charter school documents an emergency for which no additional temporary limited licenses or personnel variances are permitted by rule, the Board of Teaching may take action to grant an emergency extension of time. Upon receiving an application for an extension of time, the Board of Teaching shall consider whether an extension of time shall be granted based on documentation of the emergency.

Subp. 10. **Corrections.** A license issued in error to a person who does not qualify for the license shall be corrected without charge to the licensee and the corrections shall

be made without a hearing under part 8710.0900 and Minnesota Statutes, chapter 14. A license issued in error is not valid.

Subp. 11. **Annual review.** By September 1 of each year, the Board of Teaching shall issue an annual report summarizing the previous fiscal year's temporary limited licenses, personnel variances, waivers, and permissions to hire nonlicensed community experts, organized by licensure field and by school district or charter school.

Statutory Authority: *MS s 122A.09; 122A.18; 125.05; 125.185*

History: *15 SR 2267; L 1998 c 397 art 11 s 3; 23 SR 1928; 25 SR 805*

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