

### **Educator Licensure Policy**

The purpose of educator licensure is to ensure that individuals who serve in Tennessee classrooms and schools meet and maintain minimum standards of performance. In order to become licensed in the State of Tennessee, an individual must meet stated criteria. In order to maintain a license in the State of Tennessee, an individual must meet stated advancement and renewal criteria, including performance expectations. Performance expectations are designed to ensure that educators holding Tennessee licenses adequately support the growth and development of Tennessee students. The following section outlines the criteria for securing and maintaining licensure as a teacher, school services personnel, or occupational education teacher.

#### **License Types**

- **Practitioner Licenses (3-year validity period)** – The practitioner level license is the first license issued to the educator. There are three types of practitioner licenses: Practitioner Teacher, Practitioner School Services Personnel, and the Practitioner Occupational Teacher. Individuals applying for the practitioner license must meet the following criteria:
  - Hold a bachelor’s degree<sup>1</sup> from a regionally accredited college or university;
  - Be enrolled in or have completed a state-approved educator preparation program;
  - Be recommended by the state-approved educator preparation program, and
  - Have submitted qualifying scores on required content assessments.

Licensed educators must complete an approved educator preparation program within three years of obtaining the practitioner license.

- To demonstrate evidence of successful program completion, the program must submit an official confirmation of successful program completion.

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<sup>1</sup> Candidates for Occupational Licenses are not required to hold a bachelor’s degree, but must meet industry and experience requirements as dictated in the Additional Requirements section of this document.

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

If an educator does not complete an approved educator preparation program within the three-year period, the practitioner license will become inactive. In order to reactivate a license and endorsements held, the educator must submit proof of program completion and qualifying scores (not more than 5 years old) on all state-required content assessments for each endorsement an educator is seeking to reactivate. Duplicate information is not required. If the Tennessee Department of Education has valid assessment scores (not more than 5 years old), the educator does not need to resubmit.

- **Out-of-State applicants** - Individuals applying for the practitioner license through an out-of-state pathway must meet the following criteria:

- Hold a bachelor's degree from a regionally accredited college or university<sup>1</sup>, and
- Have submitted qualifying scores on required content assessments.

In addition, applicants coming to Tennessee from other states must have completed an approved educator preparation program. To demonstrate evidence of successful program completion, the applicant must submit:

- Proof of a full and valid license, comparable to the Tennessee Professional license, from a state with which Tennessee has reciprocity, or
- A provider recommendation from the out-of-state educator preparation program where the educator completed preparation. All out-of-state educator preparation programs must meet conditions stipulated in State Board Rule 0520-02-03-.05 (1)(c).

- **Professional Licenses (6-year validity period)** – The professional license is issued to educators who have completed an approved educator preparation program and meet performance-based expectations at the practitioner level. There are three types of professional licenses: Professional Teacher,

Professional School Services Personnel, and the Professional Occupational Teacher.

### **Performance-Based Advancement and Renewal**

Licensure transactions (advancement, renewal, and designation of review or inactive status) occur only at the end of a validity period of an active license.

- **Advancement to the Professional License.** To advance from the practitioner-level to the professional-level license an educator must meet the following performance expectations:
  - achieve a 2 or better for two out of three years on the overall level of effectiveness of a state-approved educator evaluation instrument (the final evaluation rating), **and**
  - when applicable, achieve a 2 or better for two out of three years on the state-approved individual growth score.<sup>2</sup>

Educators who do not meet performance expectations at the end of the validity period of the first practitioner license will have that license renewed once. At the end of the second validity period, the practitioner license will be advanced or non-renewed based on review of the most recent three years of available data.

- **Renewal of the Professional License.** Renewal of a professional license signals that an educator continues to meet performance expectations. To renew the professional license an educator must meet the following performance expectations:
  - achieve a 2 or better for two out of the last three years on the overall score of a state-approved educator evaluation instrument (the final evaluation rating), **and**
  - when applicable, achieve a 2 or better for two out of the last three years on the state-approved individual growth score.<sup>2</sup>

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<sup>2</sup> If an individual receives an individual TVAAS evaluation composite or another state-approved individual growth score, that score will be used as the individual TVAAS evaluation composite.

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

For educators holding a professional license who do not meet performance expectations, the license will be renewed automatically for one year; however, the educator will be placed on review status.

- **Review status.** Review status extends the professional license for one additional year when an educator does not meet performance expectations during the regular validity period of the professional license. Review status may not be renewed or extended.
  - Educators on review status must be evaluated in the same manner as a first year educator.
  - LEAs and public charter schools must develop and implement locally determined plans for improvement for all educators who continue to be employed while on review status.
  - To renew the professional educator license after being placed on review status, an educator must meet the following performance expectations:
    - achieve a 2 or better on the overall score on a state-approved teacher evaluation instrument, **and**
    - when applicable, achieve a 2 or better on the state-approved individual growth score.

If an educator does not meet performance expectations while under review status, the license will not be renewed.

### **Valid Evaluation Data**

Valid evaluation data are required to initiate performance-based licensure transactions, such as advancement, renewal, non-renewal and review status designation. Valid evaluation data are defined as scores recorded in the Tennessee state evaluation database. In all cases regarding licensure transactions, the three most recent years of data will be used. Valid evaluation data might not be available in the following cases:

- An educator receives a partial-year exemption.
- An educator is not working in a Tennessee public school.

When **three years of data are available** within the validity period of the license, the educator must meet performance expectations during at least two of the three last three years.

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

If **only two years of data are available** within the validity period of the license, the license **will be advanced or renewed** if the educator meets the stipulated criteria based on the available data. For example, if an educator achieves two scores of 2 or better on both the overall state-approved evaluation and two scores of 2 or better on the individual composite TVAAS scores during the two available years, the license will be advanced or renewed.

If **only two years of data are available** at the end of the validity period of the *renewed practitioner license*, the license **will not be advanced or renewed** if the available data demonstrate that it would be impossible for the educator to meet stipulated performance expectations (e.g., two scores of 1 on the individual TVAAS score).

If **only two years of data are available** at the end of the validity period of the *professional license*, the license **will not be renewed** if the available data demonstrate that it would be impossible for the educator to meet stipulated performance expectations (e.g., two scores of 1 on the individual TVAAS score). Instead, the license will be extended for one year, and the educator will be placed on review status.

- **Insufficient data.** There are two scenarios that may result in insufficient data for the purpose of licensure advancement or renewal transactions.
  - There is only one year of data within the validity period of the license.
  - There are two years of data, but the data does not provide adequate evidence for an advancement or renewal transaction (e.g., a 1 and a 2 on the overall evaluation composite).

In the case of insufficient data, the practitioner license will be treated differently than the professional license.

- At the end of the **first validity period of the practitioner license**, all licenses that are not advanced will be renewed, regardless of the availability of performance data.
- At the end of the **second validity period of the practitioner license**, insufficient data will cause the license to become inactive.
- At the end of the validity period of a **professional license**, insufficient data will cause the license to become inactive.

In order to reactivate a license and held endorsements, the educator must submit proof of program completion and qualifying scores (not more than 5 years old) on all state-required content assessments for each endorsement an educator is seeking to reactivate. Duplicate information is not required. If the Tennessee Department of Education (TDOE) has already received a recommendation from a program for a specific license or additional endorsement, that aspect of this requirement is satisfied. If TDOE has valid assessment scores (not more than 5 years old), the educator does not need to resubmit.

### **Additional Requirements**

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

**Adding additional endorsements.** Teachers who already hold a license may add additional endorsements in the following ways:

- 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.
- If the additional endorsement matches the grade span of an endorsement currently held, an educator may add the endorsement by submitting qualifying scores on all required content assessments. *For example, an educator who holds a 6-12 math endorsement may add a 6-12 chemistry endorsement.*
- If the additional endorsement is narrower than, but fits within, the grade span of an endorsement already held, an educator may add the additional endorsement by submitting qualifying scores on all required content assessments. *For example, an educator who holds a 6-12 chemistry endorsement may add a 6-8 math endorsement.*

**Endorsements for Out-of-State Teacher Applicants.** Determining endorsements awarded to out-of-state applicants:

- Content: Out-of-state applicants are required to submit qualifying scores on all content assessments required by the State Board of Education.
- Content and Grade Span: 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.

**Specific Requirements for Select Endorsements.** Some educator endorsements have additional requirements for advancement and renewal as indicated below:

**Teacher**

- **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:
  - Hold a current teacher license earned through an educator preparation program approved according to standards and guidelines established by the State Board of Education, and complete an endorsement program of studies in speech-language including 100 hours of supervised clinical practice. Candidates must be recommended by an institution of higher education with a preparation program approved according to standards and guidelines established by the State Board of Education;
  - Complete an educator preparation program of studies for teachers of speech-language including 100 hours of supervised clinical practice. Candidates must be recommended by an institution of higher education with a preparation program approved according to standards and guidelines established by the State Board of Education. These candidates are eligible for a School Speech-Language Teacher (PreK-12) (A) license; or
  - 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 institution of higher education with a bachelor level program and verify the candidate meets the standards and guidelines of the Tennessee Teacher Licensure Standards: Special Education, School Speech- Language Teacher (PreK-12). These candidates are eligible for a Special Education, School Speech-Language Teacher (PreK-12) (B) license. The (B)

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

license does not entitle the holder to teach courses other than those designated as part of a speech language program in a school based setting. No other teaching endorsement may be added to a (B) license. Other teaching credentials may only be earned through a preparation program approved according to standards and guidelines established by the State Board of Education.

- **Supervisor of attendance.** The applicant must hold a teacher license and have 5 years of teaching experience. The applicant must complete 8 semester hours in areas such as:
  - Counseling and guidance
  - Community and school relations
  - Special education
  - Social case work
  - State and federal laws relating to school attendance
  
- **Bible Teacher.** A minimum of 12 semester hours in literature of the Bible is required. Coursework may not include courses in theology, doctrine, ethics, dogma and other courses of a doctrinal nature.
  
- **Driver Education Teacher.** The applicant must hold an endorsement in another subject area, grades 6-12 or K-12 and shall complete at least 10 semester hours of driver and traffic safety education including the following areas:
  - Basic driver and traffic safety education
  - Advanced driver and traffic safety education
  - General safety
  - First aid and emergency medical services.
  
- **Reading Specialist.** Candidates seeking endorsement as a reading specialist shall complete advanced studies in a program approved by the State Board of Education. Candidates must be recommended by a preparation program approved by the State Board of Education.

### **School Services Personnel**

- **School Speech-Language Pathologist.** Candidates seeking licensure and endorsement as a school speech-language pathologist shall



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

complete a program of studies in speech-language pathology at the graduate level. Candidates shall meet the licensure standards, employment standards and assessment requirements of the State Board of Education. Candidates applying for a professional school service personnel license as a school speech- language pathologist shall satisfy one of the following criteria:

- Applicants new to the field seeking initial professional school service personnel licensure shall 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 required by the State Board of Education. 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.
- 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 service personnel license upon application. There are no additional requirements.
- 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.
- 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 of Education.
- **School Audiologist.** Candidates seeking licensure and endorsement as a school audiologist shall complete a program of studies in audiology at

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

the graduate level. Candidates shall meet the licensure standards, employment standards and assessment requirements of the State Board of Education. Candidates applying for a professional school service personnel license as a school audiologist shall satisfy one of the following criteria:

- Applicants new to the field seeking initial professional 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.
- 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.
- **School Food Service Supervisor.** The applicant shall hold a bachelor's degree and the applicant must be a licensed educator or have completed at least 18 semester hours in education, psychology, or sociology. The applicant must complete 12 semester hours including course work in each of the following:
  - Personnel management
  - Nutrition
  - Accounting, cost analysis, or financial management of food systems
  - Spreadsheet applications.
  - The applicant must also complete one of the following:
    - A field experience of 6 semester hours, or
    - A 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.

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

### **Occupational Education**

**Practitioner Occupational Education License (All Areas).** Prior to enrollment in a preparation program, qualifications including experience and educational preparation shall be reviewed by the Department of Education staff who shall recommend issuance of the practitioner occupational education license and verify content competence to preparation programs.

**Additional Advancement Requirements for the Occupational License.** The teacher may advance to the professional occupational education license provided that he/she has completed the following requirements. Prior to advancing to the Professional Occupational License, the teacher shall provide to the Department of Education documentation that the following requirements have been met:

- Attendance during the first year of teaching for a total of five (5) days at new teacher training sponsored by Career & Technical Education Division, Department of Education.
- 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.
- Assigned teacher mentor during the first three (3) years of teaching.
- Current/valid Industry Certification where required by teacher endorsement area.

**Additional Renewal Requirements for the Professional Occupational License.** All Career and Technical Education requirements must provide the following documentation:

- Proof of current industry certification, where required by teacher endorsement areas.

**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 Tennessee Department of Health Licensure or a national license accreditation agency. (EX: Radiological Technologist, Nuclear Medicine, etc.)

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

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

**Other Occupational Teacher (All Areas).** Other occupational teachers shall hold and maintain a current industry certification, where available, in the specific endorsement area for which they are licensed. 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 of five pathways using work experience, industry certification and postsecondary training. The five possible pathways are:

- Credentialed (certificate or diploma) post-secondary training in the endorsed area, or associate degree, or industry certification may substitute for two (2) years of work experience. In addition, applicant must also have at least three (3) years of work experience in the endorsed area in the last eight (8) years for a total of five (5) years; or
- A combination of an associate degree related to the endorsed area and industry certification may be substituted for four (4) years of work experience. In addition, applicant must have at least one (1) year of work experience in the endorsed area in the last eight years (8) for a total of five (5) years; or
- A bachelor's degree or higher degree in the endorsed area may be substituted for four (4) years of work experience. In addition, applicant must also have at least one (1) year of work experience in the endorsed area in the last eight (8) years for a total of five (5) years. In the case of Law, Public Safety, Corrections & Security, a master's degree or higher may be substituted for the work experience; or
- Five (5) years of full-time work experience accrued in the occupational area of endorsement within the last eight (8) years.
- An Other Occupational Education teacher shall be a high school graduate or the equivalent, as determined by the General Education Development (GED) test.

**TENNESSEE STATE BOARD OF EDUCATION**

**EDUCATOR LICENSURE**

**5.502**

**Appendix A - Active Endorsements**

ENDORSEMENT AREA	Grade Span	Effective Date September 1
<b>Early Childhood and Elementary Education</b>		
Early Development and Learning	PreK-K	2009
Early Childhood Education	PreK-3	2008
Elementary Education	K-5	2016
<b>Middle Education</b>		
Mathematics	6-8	2016
Science	6-8	2016
<b>Middle and Secondary Education</b>		
English	6-12	2016
Mathematics	6-12	2016
French	PreK-12/6-12	2016
German	PreK-12/6-12	2016
Latin	PreK-12/6-12	2016
Russian	PreK-12/6-12	2016
Spanish	PreK-12/6-12	2016
Chinese	PreK-12/6-12	2016
Arabic	PreK-12/6-12	2016
Japanese	PreK-12/6-12	2016
Greek	PreK-12/6-12	2016
Other World Languages	PreK-12/6-12	2016
Biology	6-12	2016
Chemistry	6-12	2016
Physics	6-12	2016
Earth Science	6-12	2016
History	6-12	2016
Government	6-12	2016
Geography	6-12	2016
Economics	6-12	2016
Psychology	6-12	2016
Sociology	6-12	2016
Speech Communication	6-12	2016
<b>Career / Technical</b>		
Agriculture Education	6-12	2016
AgriScience	6-12	2016

**TENNESSEE STATE BOARD OF EDUCATION**

**EDUCATOR LICENSURE**

**5.502**

Business Education	6-12	2016
Business Technology	6-12	2016
Textile and Apparel Pro and Services Management	6-12	2016
Family and Consumer Sciences	6-12	2016
Food Production & Management Services	6-12	2016
Early Childhood Care and Services	6-12	2016
Technology Engineering Education	6-12	2005
Marketing Education	6-12	2016
<b>Visual and Performing Arts K-12</b>		
Visual Arts	K-12	2009
Vocal/General Music	K-12	2009
Instrumental/General Music	K-12	2009
Theatre	K-12	1995
Dance	K-12	2009
<b>Special Education</b>		
SE Preschool/Early Childhood	PreK-3	2008
SE Interventionist	K-5	2016
SE Interventionist	6-12	2016
SE Comprehensive	K-12	2008
SE Vision	PreK-12	2009
SE Hearing	PreK-12	1995
SE Speech/Language Teacher	PreK-12	2008
<b>Health and Physical Education</b>		
Health and Wellness	K-12	2009
Physical Education	K-12	2009
<b>Occupational Education</b>		
Health Science	6-12	2002
Other Occupational Educator	6-12	2002
<b>Other</b>		
English as a Second Language	PreK-12	1999
Reading Specialist	PreK-12	2005
Library Information Specialist	PreK-12	2000
Gifted	PreK-12	2009
School Counselor	PreK-12	1996
School Social Worker	PreK-12	1996
School Psychologist	PreK-12	2001
Sp Ed School Audiologist	PreK-12	2006

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

Sp Ed Speech/Language Pathologist	PreK-12	2006
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**TENNESSEE STATE BOARD OF EDUCATION**

**EDUCATOR LICENSURE**

**5.502**

**Appendix B - Superseded Endorsements**

ENDORSEMENT AREA	Effective Date September 1	Superseded Date August 31
<b>Early Childhood and Elementary Education</b>		
Early Childhood Education PreK-4	2002	2008
Elementary Education K-6	2007	2014
Elementary Education K-8	2001	2007
Elementary Education 1-8	1994	2003
<b>Middle Grades Education</b>		
Middle Grades Education 4-8	2008	2014
Middle Grades Education 5-8	2001	2008
<b>Secondary Education</b>		
Mathematics 6-12	2001	2014
Biology 6-12	2001	2014
Chemistry 6-12	2001	2014
Physics 6-12	2001	2014
Physics 9-12	2001	2014
Earth Science 9-12	2001	2014
History 6-12	2001	2014
Government 6-12	2001	2014
Geography 6-12	2001	2014
Economics 6-12	2001	2014
Psychology 6-12	2001	2014
Sociology 6-12	2001	2014
Speech Communication 6-12	1995	2014
<b>Secondary Education: Vocational / Technical</b>		
Basic Business 6-12	1994	2004
Keyboarding 1-6 and 6-12	1994	2004
Shorthand	1994	2004
Data Processing	1994	2004
Office Technology	1994	2004
Consumer and Homemaking 5-12	1994	2008
Care/Guidance of Children 9-12	1994	2008
Food Management, Production & Svcs 9-12	1994	2008
Clothing Management, Production & Svcs 9-12	1994	2008
Technology Education 5-12	1994	2005



**TENNESSEE STATE BOARD OF EDUCATION**

**EDUCATOR LICENSURE**

**5.502**

Marketing 6-12	1994	2010
<b>Visual and Performing Arts K-12</b>		
Visual Arts K-12	1994	2009
Vocal/General Music K-12	1994	2009
Instrumental Music K-12	1994	2009
<b>Special Education</b>		
SE Preschool/Early Childhood PreK-4	2006	2008
SE Preschool/Early Childhood PreK-1	1995	2006
SE Modified Program K-12	2006	2015
SE Modified Program K-12	1995	2006
SE Comprehensive Program K-12	1995	2008
SE Vision PreK-12	1995	2009
SE Speech/Language PreK-12	1995	2010
<b>Health and Physical Education</b>		
Health K-12	1995	2009
Physical Education K-12	1995	2009

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

## **Appendix C**

### **Transition Plan**

Implementing new licensure policy will require a transition from the existing system. This document outlines procedures and strategies for moving to the new system. For current educators who come up for advancement or renewal, most recent performance data will be used to make decisions under the new requirements.

#### **License Issuance**

Educator candidates who are currently enrolled in and complete preparation programs by July 1, 2016 will qualify for the endorsement (content and grade span) for which their program is currently structured. The license issued will follow the new structure beginning August 1, 2014.

#### **Current Educators**

Educators who currently hold a license that will be eliminated (**Interim B, Interim D, Adjunct**) must complete requirements for the practitioner license by August 1, 2014. If requirements are not met, the license will expire.

Educators who hold a **transitional license** will be eligible for a professional license at the end of the validity period of the current transitional license if there is adequate data to support the advancement and the candidate has completed the preparation program. If this is not the case, the educator will be eligible for a practitioner license. The validity period of the practitioner license will be equivalent to the number of years required to make the educator eligible for advancement. The new policy will be applied.

Educators who hold an **apprentice license** will be able to maintain that license until the end of the validity period of the current license. At that time, the educator's three most recent years of performance data will be considered for advancement or renewal. All educators working on an apprentice license will be treated just as those educators working under the first practitioner license. The new policy will be applied.

Educators who hold a professional license will maintain that license until the end of the current validity period. At that time, the educator's three most recent years of performance data will be considered for renewal. The new policy will be applied.