

**RULES
OF
THE STATE BOARD OF EDUCATION**

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

TABLE OF CONTENTS

0520-02-03-.01	General Information and Regulations	0520-02-03-.10	Requirements for Instructional Leader Licenses
0520-02-03-.02	Educator License Types	0520-02-03-.11	Endorsements
0520-02-03-.03	Requirements for Teacher Licenses	0520-02-03-.12	Permits
0520-02-03-.04	Requirements for Occupational Teacher Licenses	0520-02-03-.13	Emergency Teacher License
0520-02-03-.05	Requirements for School Services Personnel Licenses	0520-02-03-.14	Professional Development Points
0520-02-03-.06	Requirements for the JROTC License	0520-02-03-.15	Requirements as a Result of the COVID-19 Public Health Emergency
0520-02-03-.07	Requirements for Licenses of Postsecondary Educators	0520-02-03-.16	through
0520-02-03-.08	Requirements for the Adjunct License	0520-02-03-.94	Repealed
0520-02-03-.09	Denial, Formal Reprimand, Suspension and Revocation		

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, 49-5-101, 49-5-105, 49-5-108, and 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.

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

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 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. Amendments filed August 16, 2019; effective November 14, 2019.

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;

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

- (c) The validity period of the ILL-A shall be no more than four (4) years;
- (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 and 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. Amendments filed August 16, 2019; effective November 14, 2019.

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 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 on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy or holds a degree with a major in the specialty area.
- (2) Prospective educators from a state other than Tennessee that is a partner in the NASDTEC interstate agreement and who are 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;
 - 3. Is recommended by the approved educator preparation provider; and

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

4. Submits qualifying scores 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;
 2. Holds a full and valid initial level teacher license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement;
 3. Has completed an educator preparation program approved by a state other than Tennessee; and
 4. Is recommended by the approved educator preparation provider.
- (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 on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- (3) Prospective educators from a state other than Tennessee that is a partner in the NASDTEC interstate agreement and who are seeking a professional academic teacher license shall meet requirements of one (1) of the following pathways:
- (a) Out-of-State Pathway 4. The out-of-state prospective educator:
1. Holds a bachelor's degree from a regionally-accredited college or university; and
 2. Holds a full and valid professional-level license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement.
- (b) Out-of-State Pathway 5. The out-of-state prospective educator:
1. Holds a bachelor's degree from a regionally-accredited college or university; and
 2. Holds a valid certification from the National Board for Professional Teaching Standards.
- (4) 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.
- (5) 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.

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

- (6) 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 one (1) of the following sets of requirements:
 - (a) Option 1:
 1. 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;
 2. Obtained three (3) years of qualifying experience as an educator as defined by the Department; and
 3. Earned thirty (30) professional development points or obtained the recommendation from a Director of Schools or leader of a charter school or the school's charter management organization (CMO).
 - (b) Option 2: Holds a full and valid professional-level license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement.
- (7) 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.
- (8) Educators who obtained the practitioner teaching license through the out-of-state pathway 4 prior to enactment of Public Chapter 125 of 2021 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; or
 - (c) If the educator did not receive an overall performance effectiveness level during one (1) or both of the two (2) years immediately following issuance of the educator's practitioner license, then the educator may:
 1. Choose to use the educator's most recent overall performance effectiveness level that is available to demonstrate an overall performance effectiveness level of "above expectations" or "significantly above expectations"; or
 2. The educator may request that the Director of Schools or the Director of the public charter school submit a recommendation to the Department of Education on the educator's effectiveness.
- (9) To renew the professional license, an educator shall earn sixty (60) qualifying professional development points as defined in Educator Licensure Policy 5.502.
- (10) 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.
- (11) In order to reactivate a license and endorsements held, an educator shall meet one (1) of the following sets of requirements:

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

- (a) Option A: Submit to the Department evidence of completion of an approved educator preparation program (if not already provided) and submit qualifying scores on all State Board-required assessments as defined in the Professional Assessments for Tennessee Educators Policy;
- (b) Option B: Present a full and valid professional-level teaching license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement; or
- (c) Option C: Submit to the Department evidence of current National Board Certification issued by the National Board for Professional Teaching Standards.

Authority: T.C.A. §§ 49-1-302, 49-5-108, and 49-5-5603. **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. Amendments filed August 16, 2019; effective November 14, 2019. Emergency rules filed April 16, 2020; effective through October 13, 2020. Amendments filed April 16, 2020; effective July 15, 2020. Emergency rules filed July 9, 2021; effective through January 5, 2022. Emergency rules expired effective January 6, 2022, and the rules reverted to their previous statuses. Amendments filed December 2, 2021; effective March 2, 2022.

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 certification for the area of endorsement as defined by the Department, if applicable.
- (2) Prospective educators from a state other than Tennessee that is a partner in the NASDTEC interstate agreement and who are seeking a practitioner occupational teacher license shall meet requirements of one (1) of the following pathways:
 - (a) Out-of-State Pathway 1. The out-of-state prospective educator:
 - 1. Holds a high school diploma or higher;
 - 2. Has completed an educator preparation program approved by a state other than Tennessee;
 - 3. Is recommended by the approved educator preparation provider;
 - 4. Holds an active industry certification for the area of endorsement as defined by the Department, if applicable; and

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

5. Submits qualifying scores 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 high school diploma or higher;
 2. Has completed an educator preparation program approved by a state other than Tennessee;
 3. Holds a full and valid initial level license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement;
 4. Is recommended by the approved educator preparation provider; and
 5. Holds an active industry certification for the area of endorsement as defined by the Department, if applicable.
- (3) Prospective educators from a state other than Tennessee seeking a professional occupational teacher license shall meet the following requirements:
- (a) Out-of-State Pathway 3. The out-of-state prospective educator:
1. Holds a high school diploma or higher;
 2. Holds a full and valid professional-level occupational license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement; and
 3. Holds an active industry certification for the area of endorsement as defined by the Department, if applicable.
- (4) A practitioner occupational teacher 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.
- (5) 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.
- (6) In order to advance from a practitioner occupational teacher license to a professional occupational teacher license, an educator shall meet one of the following sets of requirements:
- (a) Option 1:
1. Complete three (3) years of qualifying experience as an educator as defined by the Department;
 2. Complete a State Board-approved educator preparation program;
 3. 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;

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

4. Hold an active industry certification for the area of endorsement as defined by the Department, if applicable; and
 5. 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.
- (b) Option 2:
1. Holds a full and valid professional-level occupational license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement; and
 2. Holds an active industry certification for the area of endorsement as defined by the Department, if applicable.
- (7) 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.
- (8) In order to renew the professional occupational teacher license educators must meet the following requirements:
- (a) Earn sixty (60) professional development points as indicated by SBE Educator Licensure Policy 5.502; and
 - (b) Provide verification of an active industry certification for the area of endorsement as defined by the Department, if applicable.
- (9) 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.
- (10) 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 certification, as determined by the Department, for the area of endorsement, if applicable; or
 - (b) If the endorsement area does not require a certification, 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.
- (11) 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 certification, as determined by the Department, for the area of endorsement, if applicable; or
 2. If the endorsement area does not require a certification, 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) Meeting one (1) of the following requirements:

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

1. Submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy;
2. Present a full and valid professional-level occupational license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement; or
3. Submit to the Department evidence of current National Board Certification issued by the National Board for Professional Teaching Standards.

Authority: T.C.A. §§ 49-1-302, 49-5-108, and 49-5-5603. **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. Amendments filed August 16, 2019; effective November 14, 2019. Emergency rules filed July 9, 2021; effective through January 5, 2022. Emergency rules expired effective January 6, 2022, and the rules reverted to their previous statuses. Amendments filed December 2, 2021; effective March 2, 2022.

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

- (1) School services personnel licenses are available in the following areas:
 - (a) School speech-language pathologist;
 - (b) School speech-language pathology assistant;
 - (c) School audiologist;
 - (d) School psychologist;
 - (e) School counselor;
 - (f) School social worker; and
 - (g) School educational interpreter.
- (2) School speech-language pathologists shall hold a school services personnel license with the school speech-language pathologist endorsement.
 - (a) Candidates seeking a practitioner school services personnel license as a school speech-language pathologist shall meet one (1) of the following requirements:
 1. Submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and 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; or
 2. Hold an advanced degree in speech-language pathology and hold a full and valid out-of-state initial level speech-language pathology license from a state that is a partner in the NASDTEC interstate agreement.
 - (b) Candidates seeking a professional school services personnel license as a school speech-language pathologist shall hold an advanced degree in speech-language pathology and meet one (1) of the following requirements:

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

1. Hold a full and valid out-of-state professional-level speech-language pathology license from a state that is a partner in the NASDTEC interstate agreement;
 2. Hold a valid license issued by the Tennessee Board of Communication Disorders and Sciences;
 3. Hold a valid license issued by an out-of-state Board of Communication Disorders and Sciences; or
 4. Hold the Certificate of Clinical Competence from the American Speech-Language Hearing Association.
- (3) School speech-language pathology assistants shall hold a school services personnel license with the school speech-language pathology assistant endorsement.
- (a) Candidates seeking a practitioner school services personnel license as a school speech-language pathology assistant shall meet one (1) of the following requirements:
1. Hold a current Speech-Language Pathology Assistant Certification (SLPA-C) from the American Speech-Language & Hearing Association (ASHA);
 2. Hold a bachelor's degree with a major or concentration in speech-language pathology, communication disorders, or speech and hearing sciences from a regionally-accredited institution of higher education;
 3. Hold a valid registration with the Tennessee Board of Communication Disorders and Sciences as a speech-language pathology assistant;
 4. Hold a degree from a Speech-Language Pathology Assistant Program; or
 5. Hold a full and valid out-of-state initial level speech-language pathology assistant license from a state that is a partner in the NASDTEC interstate agreement and hold a bachelor's degree with a major or concentration in speech-language pathology, communication disorders, or speech and hearing sciences from a regionally-accredited institution of higher education.
- (b) Out-of-state candidates seeking a professional school services personnel license as a school speech-language pathology assistant shall hold a bachelor's degree with a major or concentration in speech-language pathology, communication disorders, or speech and hearing sciences from a regionally-accredited institution of higher education and hold a full and valid out-of-state professional-level speech-language pathology assistant license from a state that is a partner in the NASDTEC interstate agreement.
- (4) School audiologists shall hold a school services personnel license with the audiologist endorsement.
- (a) Candidates seeking a practitioner school services personnel license as a school audiologist shall meet the requirements of one (1) of the following pathways:
1. Pathway 1: Submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and meet one (1) of the following:

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

- (i) 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; or
 - (ii) 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;
 - 2. Pathway 2: Hold an advanced degree in audiology and hold a full and valid out-of-state initial level school audiologist license from a state that is a partner in the NASDTEC interstate agreement.
 - (b) Out-of-state candidates seeking a professional school services personnel license as a school audiologist shall hold an advanced degree in audiology and hold a full and valid out-of-state professional-level school audiologist license from a state that is a partner in the NASDTEC interstate agreement.
- (5) School psychologists shall hold a school services personnel license with the school psychologist endorsement.
- (a) Candidates seeking a practitioner school services personnel license as a school psychologist shall meet the requirements of one (1) of the following pathways:
 - 1. Pathway 1: Submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and meet one (1) of the following:
 - (i) 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; or
 - (ii) Hold a valid certificate as a Nationally Certified School Psychologist issued by the National School Psychology Certification System;
 - 2. Pathway 2: Hold an advanced degree in school psychology and hold a full and valid out-of-state initial level school psychologist license from a state that is a partner in the NASDTEC interstate agreement.
 - (b) Out-of-state candidates seeking a professional school services personnel license as a school psychologist shall hold an advanced degree in school psychology and hold a full and valid out-of-state professional-level school psychologist license from a state that is a partner in the NASDTEC interstate agreement.
- (6) 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:
 - (i) Holds an advanced degree in school counseling from a regionally-accredited college or university;

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

- (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 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 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 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;
 - (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;

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

- (iv) Submits required supervision agreement between the LEA and approved educator preparation provider; and
 - (v) Submits qualifying scores 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;
 - (ii) Has completed an educator preparation program in school counseling approved by a state other than Tennessee as evidenced by a recommendation from the out-of-state educator preparation provider where the educator completed preparation; and
 - (iii) Submits qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy.
- 6. Pathway 6. The out-of-state candidate:
 - (i) Holds an advanced degree in school counseling from a regionally-accredited college or university; and
 - (ii) Holds a full and valid out-of-state initial level school counselor license from a state that is a partner in the NASDTEC interstate agreement.
- (b) Out-of-state candidates seeking a professional school services personnel licensure and endorsement as a school counselor shall hold an advanced degree in school counseling and hold a full and valid out-of-state professional-level educator license from a state that is a partner in the NASDTEC interstate agreement.
- (c) School counselors who serve in a supervisory role shall have a professional school services personnel license with an endorsement in school counseling.
- (7) School social workers shall hold a school services personnel license with the school social worker endorsement.
 - (a) Candidates seeking a practitioner school services personnel license as a school social worker shall meet the requirements of one (1) of the following pathways:
 - 1. Pathway 1: Submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy and meet one (1) of the following sets of requirements:
 - (i) 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; or
 - (ii) Hold a full and valid social worker license issued by the Tennessee Board of Social Workers or the licensing board of a state other than Tennessee;
 - 2. Pathway 2: Hold a bachelor's degree or higher in social work from a regionally-accredited college or university and hold a full and valid out-of-state initial level

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

- school social work license from a state that is a partner in the NASDTEC interstate agreement.
- (b) Out-of-state candidates seeking a professional school services personnel licensure and endorsement as a school social worker shall hold a bachelor's degree or higher in social work and hold a full and valid out-of-state professional-level license from a state that is a partner in the NASDTEC interstate agreement.
- (8) School educational interpreters shall hold a school services personnel license with the educational interpreter endorsement.
- (a) Candidates seeking a practitioner school services personnel license as an educational interpreter shall meet the following requirements:
 - 1. Hold a bachelor's degree from a regionally-accredited college or university; and
 - 2. Meet one (1) of the following:
 - (i) Hold a current, nationally recognized certification in interpreting which includes a written examination related to ethics and practice;
 - (ii) Submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy; or
 - (iii) Holds a full and valid out-of-state initial level educational interpreter license from a state that is a partner in the NASDTEC interstate agreement.
 - (b) Out-of-state candidates seeking a professional school services personnel license and endorsement as an educational interpreter shall hold a bachelor's degree or higher in educational interpreting and hold a full and valid out-of-state professional-level educational interpreter license from a state that is a partner in the NASDTEC interstate agreement.
- (9) A practitioner school services personnel license may be renewed once if advancement requirements are not met.
- (10) In order to advance from a practitioner school services personnel license to a professional school services personnel license, an educator shall meet one (1) of the following sets of requirements:
- (a) Option 1:
 - 1. Three (3) years of qualifying experience as defined by the Department; and
 - 2. Earn thirty (30) qualifying professional development points as defined in Educator Licensure Policy 5.502.
 - (b) Option 2: Hold a full and valid professional-level school services personnel license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement.
- (11) 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.
- (12) In order to reactivate a school services personnel license and endorsements held, an educator must meet one (1) of the following sets of requirements:

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

- (a) Option 1: Submit to the Department evidence of completion of an approved educator preparation program (if not already provided) and submit qualifying scores on all State Board-required assessments as defined in the Professional Assessments for Tennessee Educators Policy;
 - (b) Option 2: Present a full and valid professional-level school services personnel license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement; or
 - (c) Option 3: Submit evidence of an active national credential in the area of endorsement as outlined below:
 - 1. Speech-language Pathologists – Certificate of Clinical Competence in Speech-language Pathology (CCC-SLP) issued by the American Speech-language Hearing Association
 - 2. Audiologist – Certificate of Clinical Competence in Audiology (CCC-A) issued by the American Speech-language Hearing Association
 - 3. School Psychologist – National Certification in School Psychology issued by the National School Psychology Certification Board
 - 4. School Counselor – National Counselor Certification (NCC, CCMHC, MAS, or NCSC) issued by the National Board for Certified Counselors
 - 5. School Social Worker – Certified School Social Work Specialist (C-SSWS) issued by the National Association of Social Workers or Certification by the Academy of Certified Social Workers (NASW)
 - 6. Educational Interpreter – Professional Deaf Interpreter Credential issued by the National Association for the Deaf or Registry of Interpreters for the Deaf Certification.
- (13) In order to renew the professional school services personnel license, educators must earn sixty (60) qualifying professional development points as defined in Educator Licensure Policy 5.502.

Authority: T.C.A. §§ 49-1-302, 49-5-108, and 49-5-5603. **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 August 16, 2019; effective November 14, 2019. Emergency rules filed July 9, 2021; effective through January 5, 2022. Emergency rules expired effective January 6, 2022, and the rules reverted to their previous statuses. Amendments filed December 2, 2021; effective March 2, 2022. Amendments filed July 20, 2022; effective October 18, 2022.

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 and 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. Amendments filed August 16, 2019; effective November 14, 2019.

0520-02-03-.07 REQUIREMENTS FOR LICENSES OF 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).
- (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.

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

- (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, 49-5-108, and 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. Amendments filed August 16, 2019; effective November 14, 2019.

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 be 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.
- (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.

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

Authority: T.C.A. §§ 49-1-302 and 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 August 16, 2019; effective November 14, 2019.

0520-02-03-.09 DENIAL, FORMAL REPRIMAND, SUSPENSION AND REVOCATION.

(1) Definitions:

- (a) Conviction – Means a judgment entered by a court upon a plea of guilty, a plea of nolo contendere, a finding of guilt by a jury or the court notwithstanding any pending appeal or habeas corpus proceeding arising from the judgment. Conviction includes, but is not limited to, a conviction by a federal court or military tribunal, including a court-martial conducted by the armed forces of the United States, and a conviction, whether upon a plea of guilty, a plea of nolo contendere, or a finding of guilt by a jury or the court, in any other state of the United States, other jurisdiction, or other country. Conviction also includes a plea taken in conjunction with Tennessee Code Annotated (“T.C.A.”) § 40-35-313 or its equivalent in any other jurisdiction.
- (b) Dismissed – With regard to employment action taken by an employing public or non-public school or school system, dismissed means the termination of a licensed educator’s employment with the school or school system or non-renewal of the educator’s contract.
- (c) Formal Reprimand – A less harsh licensing action than the suspension, revocation, or denial of a license, which admonishes an educator for certain conduct under this rule. An educator who has been reprimanded by the State Board of Education (“State Board”) under this Rule shall receive a letter from the State Board, which shall become part of the educator’s state record and may become part of the educator’s local record, indicating that the inappropriate conduct is discouraged and shall be subject to further disciplinary action if repeated.
- (d) Inappropriate Communication (Explicit) – Any communication between an educator and a student that describes, represents, or alludes to sexual activity or any other illegal activity. This includes, but is not limited to, communication defined as sexual misconduct under T.C.A. § 49-5-417, communication defined as sexually related behavior under T.C.A. § 49-5-1003(b)(15), and communication that would encourage illegal activity such as encouraging the use or purchase of illegal substances. This shall not be construed to prevent an educator from communication regarding sexual or illegal activities for educational purposes such as in teaching family-life curriculum pursuant to T.C.A. §§ 49-6-1307 et seq. or drug abuse resistance education pursuant to T.C.A. § 49-1-402 or to prevent an educator from upholding the educator’s obligation as a mandatory reporter of child abuse, neglect, or child sexual abuse.
- (e) Inappropriate Communication (Non-Explicit) – Any communication between an educator and a student that is beyond the scope of the educator’s professional responsibilities. Examples of such non-explicit inappropriate communications include, but are not limited to, those communications that discuss the educator’s or student’s past or current romantic relationships; those that include the use of profanities or obscene language; those that are harassing, intimidating, or bullying; those that attempt to establish an inappropriate personal relationship with a student; and those that are related to personal or confidential information regarding another school staff member or student.

(Rule 0520-02-03-.09, continued)

- (f) Inappropriate Physical Contact – Unlawful and/or unjustified physical contact with a student. Examples of such inappropriate physical contact include, but are not limited to, sexual contact, physical altercations, horseplay, tickling, improper use of corporal punishment, improper restraint or isolation of a student receiving special education services, and rough housing.
- (g) Inappropriate Physical Contact With Harm – Inappropriate physical contact as described in subparagraph (f) above that results in physical or mental harm.
- (h) Negligence – Failure to exercise the care toward others that a reasonable or prudent person would exercise under the circumstances or taking action that a reasonable person would not. Examples of such negligence include, but are not limited to, situations that expose students to mental or physical harm or the potential for mental or physical harm such as leaving dangerous items in the classroom or in areas easily accessible to students and leaving students unattended.
- (i) Non-compliance with security guidelines for state-mandated test, TCAP or successor test – Any person found to have not followed security guidelines for administration of a state-mandated test, the TCAP or a successor test, including but not limited to, making or distributing unauthorized photos or copies of the test, altering a grade or answer sheet of student responses or answers, providing copies or photos of answers or test questions to students or others, and otherwise compromising the integrity of the testing process (which includes, but is not limited to, providing unauthorized assistance to students during administration of testing).
- (j) Official School Business – Any activity undertaken by an educator in an official capacity and in connection with the educator's employment. Examples include, but are not limited to, conferences, professional development, trainings, and seminars.
- (k) Other Good Cause – Conduct that calls into question the fitness of an educator to hold a license including, but not limited to, violation of any provision in the Teacher Code of Ethics as contained in T.C.A. §§ 49-5-1001, et seq.
- (l) Permanent Revocation – The nullification of an educator's license without eligibility for future restoration. Permanent revocation also includes the voluntary permanent surrender of an educator's license without eligibility for future restoration.
- (m) School Premises – Any real property and/or land owned, leased, managed, controlled, or under the custody of a state or local education agency, school system, or school.
- (n) School Property – Any property owned, leased, managed, controlled, or under the custody of a state or local education agency, school system, or school.
- (o) School Related Activity – Any activity in which a student participates, including but not limited to classes, meetings, extracurricular activities, clubs, athletics, and field trips, sponsored by the school, state educational agency, or local educational agency.
- (p) Suspension – With regard to licensure action by the State Board, suspension means the nullification of an educator's license for a predetermined term, after which the license may be reinstated. Reinstatement shall be subject to the completion of any terms and conditions contained in the order of suspension. With regard to employment action taken by a public or non-public school or school district, suspension means the temporary removal of an educator from his or her regular duties with or without pay. Suspension also includes the placement of an educator on administrative leave pending investigation into allegations of misconduct.

(Rule 0520-02-03-.09, continued)

- (q) Revocation – The nullification of an educator’s license for a period of at least five (5) years, after which an educator may petition the State Board for restoration under paragraph (7)(b). Revocation also includes the voluntary surrender of an educator’s license for a period of at least five (5) years, after which an educator may petition the State Board for restoration under paragraph (7)(b). A shorter period of revocation may be specified as provided for in paragraph (5)(f) of this rule, allowing an educator to apply for restoration earlier than five (5) years from the date of revocation.
- (2) Notification to the State Board of Education.
- (a) Licensed Educators – It is the responsibility of the Director of Schools of the employing public or non-public school or school system or Director of a public charter school (“Director”) to report to the State Board licensed educators who have been suspended or dismissed, or who have resigned, following allegations of misconduct, including sexual misconduct, which, if substantiated, would warrant consideration for license suspension, revocation, or formal reprimand under this rule. The report shall be submitted within thirty (30) days of the suspension, dismissal, or resignation. The Director shall also report felony convictions and convictions for any offense listed in paragraph 4(a) of this rule of licensed educators within thirty (30) days of receiving knowledge of the conviction. Schools and school systems have a duty to respond to State Board inquiries and provide to the State Board, except when prohibited by law, any available documentation requested concerning the allegations contained in the report. If the State Board receives information regarding a licensed educator who was not reported as described in this paragraph, and such information, if substantiated, would warrant licensure action under this rule, the State Board reserves the right to place the educator’s license file in the state’s educator licensure database (TN Compass) under review.
 - (b) Educators Teaching on a Temporary Permit – Directors shall report individuals teaching on a temporary permit to the State Board under the same conditions outlined in the above paragraph (2)(a). Schools and school systems have a duty to respond to State Board inquiries and provide to the State Board, except when prohibited by law, any available documentation requested concerning the allegations contained in the report. If the State Board receives information regarding an individual teaching on a permit who was not reported as described in this paragraph, and such information, if substantiated, would warrant disciplinary action under this rule, the State Board reserves the right to place an individual’s file under review in the state’s educator licensure database (TN Compass).
- (3) The State Board may revoke, suspend, formally reprimand, or refuse to issue or renew an educator’s license or may refuse to issue a temporary permit for any of the following reasons:
- (a) Conviction of a felony;
 - (b) Conviction of possession of illegal drugs;
 - (c) Being on school premises, school property, at a school-related activity involving students, or on official school business, while possessing, consuming, or under the influence of alcohol or illegal drugs;
 - (d) Falsification or altering of a license or permit or documentation required for licensure or permit;
 - (e) Inappropriate physical contact with a student;
 - (f) Failure to report as required under paragraph (2)(a);

(Rule 0520-02-03-.09, continued)

- (g) Noncompliance with security guidelines for state-mandated tests, and/or TCAP or successor test;
 - (h) Denial, formal reprimand, suspension, or revocation of a license or certificate in another jurisdiction for reasons which would justify denial, formal reprimand, suspension, or revocation under this rule;
 - (i) Other good cause as defined in subparagraph (1)(k) of this rule; or
 - (j) Any offense contained in paragraphs (4) and/or (5) of this rule.
- (4) Automatic Revocation and Suspension.
- (a) Automatic Revocation of License – The State Board shall automatically revoke or automatically permanently revoke, without the right to a hearing, the license of an educator for the following:
 - 1. Upon receiving verification of the identity of the licensed educator together with a certified copy of a criminal record showing that the licensed educator has been convicted of any of the following offenses (including, but not limited to, conviction for the same or similar offense in any jurisdiction). Educators whose conviction includes a plea taken in conjunction with T.C.A. § 40-35-313 and such conviction is eligible for expungement under T.C.A. § 40-35-313, or its equivalent in any other jurisdiction, shall not be subject to automatic permanent revocation.
 - (i) Upon receiving verification of the identity of Communicating a threat concerning a school employee, as described in T.C.A. § 39-13-114;
 - (ii) Statutory rape by an authority figure, as described in T.C.A. § 39-13-532;
 - (iii) Arson or aggravated arson, as described in T.C.A. § 39-14-301 and § 39-14-302;
 - (iv) A burglary offense, as described in T.C.A. § 39-13-1001 – § 39-13-1004;
 - (v) Child abuse, child neglect, or child endangerment, as described in T.C.A. § 39-15-401;
 - (vi) Aggravated child abuse, aggravated child neglect, or aggravated child endangerment, as described in T.C.A. § 39-15-402;
 - (vii) Providing handguns to juveniles, as described in T.C.A. § 39-17-1320;
 - (viii) A sexual offense or a violent sexual offense, as described in T.C.A. § 40-39-202;
 - (ix) A felony offense in T.C.A. title 39, chapter 13;
 - (x) A felony offense in T.C.A. title 39, chapter 17, part 13; or
 - (xi) Any offense listed in T.C.A. § 39-17-417 or § 40-35-501(i)(2); or
 - 2. Being identified by the Department of Children's Services ("DCS"), after having exhausted or waived all due process rights available to the licensed educator as

(Rule 0520-02-03-.09, continued)

- having committed child abuse, severe child abuse, child sexual abuse, or child neglect as stated in T.C.A. § 49-5-413; or
3. The licensed educator's name being placed on the state's vulnerable person's registry or the state's sex offender registry.
- (b) The State Board shall send notice to educators whose licenses are subject to automatic revocation or automatic permanent revocation at least thirty (30) days prior to the board meeting at which such revocation shall occur, using the educator's contact information in the State of Tennessee's educator licensure database (TN Compass) as required by paragraph (10) of this rule.
- (c) Automatic Suspension of License – The State Board shall automatically suspend, without the right to a hearing, the license of an educator upon receiving notice from the responsible state agency (identified in parts 1. and 2. below) of the identity of the licensed educator together with notification that the educator has committed any of the following offenses, and that the educator has been afforded all notices and due process, including the right to request a hearing with the responsible state agency as required by the responsible state agency's governing statutes and rules:
1. Receipt of notice from the Tennessee Student Assistance Corporation ("TSAC") or guarantee agency that an educator has defaulted on a student loan pursuant to T.C.A. § 49-5-108(d)(2), provided, however, pursuant to T.C.A. § 49-5-108(d)(2)(B), the State Board may elect not to suspend the license or certificate of an educator if the default or delinquency is the result of a medical hardship that prevented the educator from working in the educator's licensed field and the medical hardship significantly contributed to the default or delinquency; or
 2. Receipt of notice from the Tennessee Department of Human Services or other responsible state agency that an educator has failed to comply with an order of support for alimony or child support, pursuant to T.C.A. § 36-5-706.
- (d) The State Board shall send written notice to educators whose licenses are subject to automatic suspension at least thirty (30) days prior to the board meeting at which such suspension shall occur, using the educator's contact information in the State of Tennessee's educator licensure database (TN Compass) as required by paragraph (10) of this rule.
- (e) Upon receipt of notice from the responsible state agency that the educator has come into compliance after automatic suspension for one (1) of the offenses set forth in part 1. or 2. of subparagraph (c), State Board staff shall reinstate the license of the educator.
- (5) Disciplinary Actions.
- (a) For the following categories of offenses, the State Board may impose disciplinary action upon its findings as detailed below:
1. Conviction of a felony.
 - (i) Upon receiving notification that an individual has been convicted of a felony, the individual shall be subject to disciplinary action within the range of a suspension of not less than two (2) years up to and including permanent revocation of the convicted individual's educator license.
 2. Conviction of a misdemeanor where the victim is a student and/or a minor.

(Rule 0520-02-03-.09, continued)

- (i) Upon receiving notification that an individual has been convicted of a misdemeanor where the victim is a student and/or a minor, the individual shall be subject to disciplinary action within the range of a suspension of not less than six (6) months up to and including revocation of the convicted individual's educator license.
3. Use, possession, or under the influence of alcohol or illegal substances.
 - (i) An individual holding an educator's license who is found to be in possession of, consuming, or under the influence of alcohol, or illegal substances while on school premises or property when children are present shall be subject to a disciplinary action within the range of suspension for not less than one (1) year up to and including revocation.
 - (ii) An individual holding an educator's license who is found to be in possession of, consuming, or under the influence of alcohol, or illegal substances while on school premises or property without children present shall be subject to a disciplinary action within the range of suspension for not less than one (1) year up to and including revocation.
 - (iii) An individual holding an educator's license who is found to be in possession of, consuming, or under the influence of alcohol or illegal substances while not on school premises or property, but while participating in school related activities with children present, shall be subject to a disciplinary action within the range of suspension for not less than one (1) year up to and including revocation.
 - (iv) An individual holding an educator's license who is found to be in possession of, consuming, or under the influence of alcohol or illegal substances while not on school premises or property, but participating in school related activities without children present, shall be subject to a disciplinary action within the range of suspension for not less than six (6) months up to and including a two (2) year suspension.
4. Negligence in the commission of duties as an educator.
 - (i) An individual holding an educator's license who is found to be negligent in his or her commission of duties as an educator in such a manner that does not result in harm to a child, but presented the potential for physical or mental harm, shall be subject to a disciplinary action within the range of a letter of formal reprimand up to and including a two (2) year suspension.
 - (ii) An individual holding an educator's license who is found to be negligent in their commission of duties as an educator in such a manner that results in harm to a child, shall be subject to a disciplinary action within the range of suspension for no less than one (1) year up to and including permanent revocation.
5. Noncompliance with security guidelines for state-mandated test, TCAP, or successor test.
 - (i) An individual holding an educator's license who is found to have been noncompliant with security guidelines for a state-mandated test, TCAP, or successor test shall be subject to a disciplinary action within the range of a letter of formal reprimand up to and including revocation.

(Rule 0520-02-03-.09, continued)

6. Unprofessionalism.
 - (i) An individual holding an educator's license who is found to have engaged in non-explicit inappropriate communication with a student shall be subject to a disciplinary action within the range of a suspension for no less than three (3) months up to and including revocation.
 - (ii) An individual holding an educator's license who is found to have engaged in inappropriate communication of an explicit nature with a student shall be subject to permanent revocation.
 - (iii) An individual holding an educator's license who is found to have inappropriately used school property shall be subject to a disciplinary action within the range of a suspension for no less than three (3) months up to and including revocation.
7. Inappropriate Physical Contact.
 - (i) An individual holding an educator's license who is found to have engaged in inappropriate physical contact with a student that does not result in harm or potential harm to the student shall be subject to a disciplinary action within the range of a formal reprimand up to and including suspension for two (2) years.
 - (ii) An individual holding an educator's license who is found to have engaged in inappropriate physical contact with a student that results in harm or potential harm to the student shall be subject to a disciplinary action within the range of a suspension for not less than two (2) years up to and including permanent revocation.
8. Falsification of Licensure Documentation.
 - (i) An individual holding an educator's license who is found to have falsified licensure documentation shall be subject to a disciplinary action within the range of revocation or permanent revocation.
9. Violation of the Teacher Code of Ethics.
 - (i) An individual holding an educator's license who is found to have violated the Teacher Code of Ethics contained in T.C.A. Title 49, Chapter 5, Part 10 shall be subject to a disciplinary action within the range of a formal reprimand up to and including revocation.
- (b) Voluntary Surrender of a License in Compliance with a Court Order or Settlement – Upon receipt of information that an educator is required to voluntarily surrender or voluntarily permanently surrender their license as a result of a court order, settlement agreement, or plea agreement, State Board counsel shall send the proposed action to the individual in writing using the individual's contact information in the State of Tennessee's educator licensure database (TN Compass). The notice shall include a proposed consent order to be agreed to by the individual and include notice that they are entitled to request that a hearing be conducted as a contested case under the Uniform Administrative Procedures Act ("UAPA"), T.C.A. §§ 4-5-301, et seq., and the individual's right to show compliance pursuant to T.C.A. § 4-5-320(c). Should the individual request a hearing, the requirements set forth in paragraph (13) of this rule shall apply. If the individual consents to the proposed licensure action, State Board

(Rule 0520-02-03-.09, continued)

counsel shall present the consent order to the State Board for approval. This subparagraph shall not apply to educators subject to automatic revocation under paragraph (4)(a) of this rule.

- (c) Similar Offenses – Actions related or similar to the above-enumerated offenses in paragraphs (3), (4), and (5)(a) shall carry recommended disciplinary action commensurate with the range established for the similar offense. The State Board may take action against an educator’s license for any similar offense occurring in another state in the United States, other jurisdiction, or other country, if the conduct would justify action under Tennessee law or this rule.
 - (d) Reasonable Force – Nothing in this part shall prevent an educator from exercising his or her lawful authority to use reasonable force when necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another person pursuant to T.C.A. § 49-6-4107.
 - (e) Repeated Violations – Individuals holding an educator’s license who are subject to multiple disciplinary actions by the State Board shall face disciplinary action in excess of the recommended ranges. A third violation, regardless of severity, shall be subject to a recommendation of revocation.
 - (f) Discipline Range – Nothing in this rule shall prohibit the State Board from imposing a disciplinary action outside of the uniform discipline range upon good cause shown.
 - (g) Eligibility for Employment during Review – The notation on an individual’s educator licensure database file (TN Compass) that an educator’s license is under review by the State Board is not a disciplinary action under this rule and does not prohibit a licensed educator from being employed by a school or school system, as that educator still has an active license. An individual with a notation on their educator licensure database file (TN Compass) that their educator license is under review by the State Board shall continue to be responsible for completing any requirements for renewal or advancement of their license during the period of time that the individual’s educator license is under review, because the license remains active.
- (6) Issuance of Temporary Permits.
- (a) The Commissioner of Education (“Commissioner”) may grant, on behalf of the State Board, under conditions outlined in T.C.A. § 49-5-106(a)(1), State Board Rule 0520-02-03-.12 and this rule, a temporary permit to an unlicensed individual to teach in an unfilled position, which permit shall be valid only until June 30 following the date of issuance.
 - 1. The permit application of any individual who indicates an affirmative answer on the personal affirmation section of the application shall be sent by the Commissioner to the State Board for review in accordance with this rule for a determination of whether the permit may be issued by the Commissioner. If an individual indicates an affirmative answer on the personal affirmation section of the application for a permit, the individual shall show cause why the permit should be issued despite the individual’s affirmative answers. Issuance of a permit is considered on a case-by-case basis and the burden of proof rests with the individual applying for the permit. In the case of a felony conviction, the individual shall also show that any sentence imposed, including any pre-trial diversion or probationary period, has been completed. Additionally, an application for issuance of a permit may be denied if an action against the individual’s license has been taken or is pending in this state or another state.

(Rule 0520-02-03-.09, continued)

2. There shall be a rebuttable presumption that any individual applying for a permit who has committed an offense that would subject him or her to discipline under this rule if the individual had a license, shall be presumed ineligible to receive a permit.
 3. An individual shall meet the requirements set forth in this rule and State Board Rule 0520-02-03-.12 for each issuance of a permit.
 4. If an individual teaching on a permit issued by the Commissioner is reported by a Director as described above in paragraph (2) and the misconduct, if substantiated, would warrant disciplinary action under this rule if the individual had a license, the State Board may direct the Commissioner not to issue a subsequent permit upon expiration of the individual's current permit pursuant to T.C.A. § 49-5-106(a).
 5. Case Review.
 - (i) State Board counsel shall present an initial recommendation regarding granting or denying a permit application to the case review committee consisting of State Board staff who shall review the entire file to determine whether to recommend issuance of a permit or denial of an application for a permit, or in the case of an individual reported by a Director as described above in paragraph (2), whether to direct the Commissioner not to issue any subsequent permits to the individual. The case review committee may also determine that additional investigation is necessary before a recommendation can be made.
 - (ii) If the case review committee recommends that the State Board direct the Commissioner to deny an application for a permit or not to issue any subsequent permits to the individual under this rule, the recommendation will be presented to the State Board at a regularly scheduled State Board meeting. State Board counsel will notify the individual of the recommendation and the State Board's policy regarding requests to speak at State Board meetings.
 6. If an individual has had an application for a permit denied by the Commissioner, the individual must indicate such on any future application for an educator license or permit in Tennessee.
- (7) Reinstatement or Restoration of a License.
- (a) Reinstatement.
 1. An individual whose license has been suspended under this rule may have his or her educator license reinstated after the period of suspension has been completed, and, where applicable, the individual has presented proof of compliance with all terms and conditions prescribed by the State Board in the order of suspension. Suspended licenses are subject to the expiration and renewal rules of the State Board. A suspended license may not be reinstated if an action has been taken or is pending against the educator's license in another state.
 - (b) Restoration.
 1. An individual whose license has been revoked under this rule may apply to the State Board to have the license restored upon application showing that the cause

(Rule 0520-02-03-.09, continued)

for revocation no longer exists and that the person has complied with any terms and conditions imposed in the order of revocation. To show the cause no longer exists, the individual shall show cause why the license should be restored despite the misconduct that resulted in the individual's license being revoked. The individual shall provide evidence of rehabilitation and fitness to perform the duties authorized and required by the license sought. In the case of a felony conviction, the individual shall also show that any sentence imposed, including any pre-trial diversion or probationary period, has been completed. Application for such restoration shall be made to State Board counsel in accordance with State Board License Reinstatement and License Restoration Applications Policy 5.500.

2. An individual whose license has been revoked under this rule shall not be eligible to reapply for licensure for a period of no less than five (5) years from the time at which the license was initially revoked, unless a shorter period of time is specified in the order of revocation pursuant to paragraph (5)(f) of this rule. An individual whose license has been permanently revoked shall not be eligible to reapply for licensure.
3. In any deliberation by the State Board to restore a license that has been revoked, there shall be a rebuttable presumption that an individual whose license has been revoked is unfit for licensure. Nothing in this rule is intended to guarantee restoration of a license.
4. Restoration of an educator license is considered on a case-by-case basis. The burden of proof rests with the individual applying for restoration of the license. An application for restoration may be denied if an action against the individual's educator license has been taken or is pending in another state.

(8) Denial of a License.

- (a) An individual who has been denied an educator license may reapply for a license at any point after denial provided the individual has complied with any terms and conditions imposed in the order of denial. If the individual indicates an affirmative answer on the personal affirmation section of the application for a Tennessee educator license, the individual shall show why the license should be issued despite the individual's affirmative answers. Issuance of a license is considered on a case-by-case basis and the burden of proof rests with the individual applying for the license. In the case of a felony conviction, the individual shall also show that any sentence imposed, including any pre-trial diversion or probationary period has been completed. An application for issuance of a license may be denied if an action against the individual's license has been taken or is pending in another state.
- (b) Presumptive Denial – There shall be a rebuttable presumption that any individual applying for an educator license who has committed an offense that would subject him or her to revocation or suspension shall be presumed ineligible to receive a Tennessee educator license.

(9) Scope of Disciplinary Action – An individual whose license has been suspended or revoked, shall not serve as a school volunteer or be employed, directly or indirectly, as an educator, paraprofessional, aide, substitute teacher, or in any other position in a school during the period of the suspension or revocation.

(10) Duty to Maintain Updated Contact Information – Individuals have a duty to maintain up-to-date contact information, including but not limited to address, e-mail address, and phone number, in the state of Tennessee's educator licensure database (TN Compass). Any

(Rule 0520-02-03-.09, continued)

changes to the individual's contact information shall be updated by the individual in the educator license database (TN Compass) within thirty (30) days of the change. All notices provided by the State Board to individuals under this rule shall be sent to the individual's contact information in TN Compass.

- (11) **Case Review** – State Board counsel shall present an initial recommendation for licensure action or non-action to a case review committee consisting of State Board staff who shall review the entire file to determine whether disciplinary action should be recommended to the State Board against an individual's license, or whether to issue, renew, restore or reactivate an individual's license. The case review committee may also determine that additional information is necessary before a recommendation can be made.
- (12) **Denial of an Initial Application or Application to Reactivate an Expired License** – If the case review committee recommends that the State Board deny an initial application for a Tennessee educator license or an application to reactivate an expired license under this rule, said denial will be presented to the State Board at a regularly scheduled State Board meeting. State Board counsel will notify individuals of the denial recommendation and the State Board's policy regarding requests to speak at State Board meetings.
- (13) **Proposed Action and Due Process Rights** – If the case review committee recommends that the State Board formally reprimand, suspend, or revoke an individual's license or deny the renewal of an individual's license under paragraphs (3) or (5) of this rule, or that the State Board deny restoration under paragraph (7), State Board counsel shall send the proposed action to the individual in writing using the individual's contact information in the State of Tennessee's educator licensure database (TN Compass) regarding the proposed licensure action and that they are entitled to request that a hearing be conducted as a contested case under the Uniform Administrative Procedures Act ("UAPA"), T.C.A. §§ 4-5-301, et seq., and the individual's right to show compliance pursuant to T.C.A. § 4-5-320(c). State Board counsel may also include a proposed consent order to be agreed to by the individual. Should the individual fail to request a hearing within the specified time period or fail to take action with regard to the consent order, a contested case proceeding shall be instituted against him or her, of which the individual shall be sent separate notice of official charges for license action and notice directing him or her to appear at a specified time and place for a hearing to be held before an Administrative Law Judge ("ALJ") sitting on behalf of the State Board pursuant to the UAPA, T.C.A. §§ 4-5-301, et seq. Should the individual fail to appear, a default judgment may be taken against his or her license. If the individual requests a hearing, then State Board counsel schedules a hearing to be conducted as a contested case proceeding with an ALJ sitting on behalf of the State Board pursuant to the UAPA. The State Board or the individual may appeal the Initial Order of the ALJ to the State Board or to Chancery Court in Davidson County, Tennessee, pursuant to the UAPA, or seek reconsideration from the ALJ.
- (14) **Consent Order/Action** – If the individual consents to the proposed licensure action, State Board counsel shall present the consent order to the State Board for approval. The State Board is not bound by the recommendation contained in the consent order. The State Board may vote to approve the consent order, to impose less harsh disciplinary action, or to pull the item from the agenda for reconsideration of a harsher disciplinary action. If a harsher disciplinary action is recommended by the State Board, State Board counsel shall send a new notice to the individual regarding his or her right to request a hearing pursuant to paragraph thirteen (13) of this rule.
- (15) **Contested Case Proceedings** – All contested case hearings before the State Board or an ALJ sitting on behalf of the State Board shall be conducted pursuant to the Uniform Rules of Procedures for Contested Case Hearings Before State Administrative Agencies, Rules 1360-04-01-.01 through 1360-04-01-.20.

(Rule 0520-02-03-.09, continued)

- (16) Assessment of Costs – When a final order is issued following a contested case hearing, before the State Board or an ALJ sitting on behalf of the State Board, in which an individual is issued a formal reprimand or the individual’s license is denied, non-renewed, suspended, or revoked under this rule, State Board counsel may request that the State Board, or an ALJ sitting on behalf of the State Board, order that reasonable costs associated with the contested case hearing be assessed against the individual pursuant to T.C.A. § 49-5-419. The reasonable costs associated with the contested case hearing shall be determined by the State Board or the ALJ sitting on behalf of the State Board and shall be based upon billing associated with the contested case hearing received from the State of Tennessee Department of State Administrative Procedures Division.

- (17) Discipline Schedule – The following chart outlines the least and greatest disciplinary ranges for the offenses listed as indicated by the shaded squares, provided that the State Board may impose discipline outside of the stated range as provided in paragraph (5)(f) of this rule.

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(Rule 0520-02-03-.09, continued)

	Letter of Formal Reprimand	Suspension of 3 months up to and including 6 months	Suspension of 6 months up to and including 1 year	Suspension of 1 year up to and including 18 months	Suspension of 18 months up to and including 2 years	Suspension of 2 years up to and including Revocation	Revocation	Permanent Revocation
Noncompliance with security guidelines								
Director of Schools Failure to Report								
Negligence w/o Harm or with potential for harm)								
Inappropriate Physical Contact w/o Harm								
Unprofessionalism - Inappropriate Communication (Non-Explicit)								
Unprofessionalism - Inappropriate Use of School Property								
Possession/Use/Under Influence - Off School Premises/Property w/o Children Present During School Related Activity								
Possession/Use/Under Influence - Off School Premises/Property w/ Children								
Possession/Use/Under Influence - On School Premises/Property w/o Children								
Possession/Use/Under Influence - On School Premises/Property w/ Children								
Violation of Teacher Code of Ethics								
Negligence w/ Harm								
Inappropriate Physical Contact with Harm								
Felony Conviction								
Misdemeanor Conviction (Minor Victim)								
Falsification of Licensure Documentation								

(Rule 0520-02-03-.09, continued)

Unprofessionalism - Inappropriate Communication (Explicit)							
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Authority: T.C.A. §§ 4-5-320, 49-1-302, 49-1-607, 49-5-106, 49-5-108, 49-5-413, 49-5-417, and 49-5-419. **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. Amendment filed May 29, 2015; effective August 27, 2015. Emergency rules filed August 27, 2015; effective through February 23, 2016. Repeal and new rules filed October 27, 2015; effective January 25, 2016. Emergency rule filed September 5, 2017; effective through March 4, 2018. Amendments filed December 5, 2017; effective March 5, 2018. Emergency rules filed April 16, 2020; effective through October 13, 2020. Amendments filed February 3, 2020; effective May 3, 2020. Amendments filed November 30, 2020; effective February 28, 2021. Amendments filed August 5, 2021; effective November 3, 2021. Amendments filed September 2, 2022; effective December 1, 2022.

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 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) Out-of-State Pathway 1: The out-of-state prospective instructional leader shall:
 - 1. Hold an advanced degree from a regionally-accredited college or university;
 - 2. Have at least three (3) years of qualifying experience as an educator as defined by the Department;
 - 3. Submit qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy; and
 - (i) Have completed an instructional leader preparation program approved by a state other than Tennessee as demonstrated by a provider

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

- recommendation from the out-of-state instructional leader preparation program where the educator completed preparation; or
- (ii) Hold a full and valid license, comparable to the Tennessee ILL, from a state other than Tennessee that is a partner in the NASDTEC interstate agreement.
- (5) Educators from a state other than Tennessee who are seeking the Instructional Leader License - Professional (ILL-P) shall meet the following requirements:
- (a) Out-of-State Pathway 2. The out-of-state prospective instructional leader shall:
1. Hold an advanced degree from a regionally-accredited college or university;
 2. Have at least three (3) years of qualifying experience as an educator as defined by the Department, of which, one (1) year must be as a school principal; and
 3. Hold a full and valid license comparable to the ILL-P from a state other than Tennessee that is a partner in the NASDTEC interstate agreement.
- (6) Educators holding the ILL may renew the license through one (1) of the following pathways:
- (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.
- (7) 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.
- (8) 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; and
- (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 that is a partner in the NASDTEC interstate agreement; or
 2. A provider recommendation from the out-of-state instructional leader preparation program where the educator completed preparation.

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

- (9) The ILL-A shall become inactive at the end of the validity period. The ILL-A is not renewable and cannot be reactivated.
- (10) Educators currently holding the ILL may seek advancement to the 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 or director of the public charter school 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:
 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 or director of the public charter school 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.
- (11) 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 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.
- (12) If the educator has not met the requirements for renewal or advancement at the end of the validity period of the instructional leader license, then the license shall become inactive.
- (13) In order to reactivate an instructional leader license and endorsements held (with the exception of the ILL-A which is not eligible for reactivation), an educator shall submit to the Department evidence of completion of an approved leader preparation program (if not already provided) and shall either:
 - (a) Submit qualifying scores on all State Board-required assessments as defined in the Professional Assessments for Tennessee Educators Policy; or

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

- (b) Present a full and valid professional-level instructional leader license from a state other than Tennessee that is a partner in the NASDTEC interstate agreement.
- (14) Out-of-state prospective educators who are military spouses and who hold an active instructional leader license (initial or professional) from a state other than Tennessee that is a partner in the NASDTEC interstate agreement shall be issued the ILL-P upon providing documentation of active military dependent status and a recommendation from an approved educator preparation provider verifying completion of an approved instructional leader preparation program in a state other than Tennessee.

Authority: T.C.A. §§ 49-1-302, 49-5-108, and 49-5-5603. **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 filed October 27, 2015; effective January 25, 2016. New rules filed August 16, 2019; effective November 14, 2019. Emergency rules filed April 16, 2020; effective through October 13, 2020. Amendments filed April 16, 2020; effective July 15, 2020. Emergency rules filed July 9, 2021; effective through January 5, 2022. Emergency rules expired effective January 6, 2022, and the rules reverted to their previous statuses. Amendments filed December 2, 2021; effective March 2, 2022.

0520-02-03-.11 ENDORSEMENTS.

- (1) All educators shall hold a full and 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) In accordance with T.C.A. § 49-5-5619, beginning August 1, 2023, educators seeking to obtain or maintain endorsements identified in the Educator Licensure Policy 5.502 as requiring passage of a foundational literacy skills assessment or completion of an approved foundational literacy skills professional development course, must submit required documentation demonstrating completion of the foundational literacy skills assessment or foundational literacy skills professional development course as set forth below. If an educator chooses to complete the foundational literacy skills professional development course, evidence of completion of the course shall be submitted to the Department within the twelve (12) months preceding the applicable licensure transaction.
 - (a) Educators seeking licensure and endorsement in an applicable area as identified in Policy 5.502 must demonstrate meeting this requirement at the time of licensure issuance, with the exception of candidates enrolled in an educator preparation program with a job-embedded clinical practice.
 - (b) Educators who hold a license and endorsement(s) in an applicable area as identified in Policy 5.502 while enrolled in a program with a job-embedded clinical practice and all other educators seeking to renew or advance a teacher or instructional leader license with an endorsement in an applicable area as identified in Policy 5.502 must complete this requirement in order to renew or advance the license.
 - (c) Educators seeking to add an endorsement in an applicable area as identified in Policy 5.502 to a teaching license must demonstrate completion of this requirement prior to the endorsement being added to the license.
 - (d) Educators who hold multiple endorsements on a license, at least one (1) of which is not impacted by T.C.A. § 49-5-5619, may maintain licensure and any endorsements not identified in Policy 5.502, without demonstrating completion of this requirement; however, any applicable endorsement(s) identified in Policy 5.502 will become inactive

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

at the time of renewal or advancement of the license unless the educator demonstrates completion of this requirement.

- (e) Educators who only hold a license with applicable endorsement(s) as identified in Policy 5.502 and who do not complete this requirement will not be able to renew or advance the license and it will become inactive.
 - (f) Educators whose license becomes inactive as provided for in subparagraph (e) may reactivate a license and/or applicable endorsement(s) identified in Policy 5.502 held on a license by demonstrating completion of the required foundational skills literacy assessment or approved professional development course required by T.C.A. § 49-5-5619.
 - (g) Once an educator has demonstrated completion of the requirement to pass the foundational literacy skills assessment or complete an approved foundational literacy skills professional development course as provided in subparagraphs (a) through (f), the educator will not have to re-take the course or the assessment to maintain licensure.
- (4) Educators may add additional endorsements to a license in accordance with rules and policies established by the State Board, State Board Educator Licensure Policy 5.502, and guidelines established by the Department.
 - (5) 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, if possible. In some cases, if there is not an equivalent endorsement and the grade span and/or content area do not have an appropriate match, the Department may request additional evidence to demonstrate knowledge and/or experience in the content area and/or grade span covered by the available Tennessee endorsement prior to issuing or reactivating a license in Tennessee.
 - (6) 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 forth in Employment Standards Rule Chapter 0520-02-06, unless the educator is granted a temporary permit or endorsement exemption to teach a course in which an end-of-course examination is required pursuant to Public Chapter 932 of 2022 for the 2022-23 or 2023-24 school year.
 - (7) 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, elementary physical education courses, or special education courses.
 - (8) An educator who holds a full and 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 or director of public charter school 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

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

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 or director of public charter school 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 three (3) school years.
- (9) 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, 49-5-106, 49-5-108, 49-5-403, 49-5-5619, 49-6-303, and 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. New rules filed August 16, 2019; effective November 14, 2019. Emergency rules filed July 9, 2021; effective through January 5, 2022. Emergency rules expired effective January 6, 2022, and the rules reverted to their previous statuses. Amendments filed December 2, 2021; effective March 2, 2022. Amendments filed July 20, 2022; effective October 18, 2022.

0520-02-03-.12 PERMITS.

- (1) After the director of schools or the director of a charter school notifies the director's local board of education or the governing body of the director's charter school, as applicable, that the LEA or charter school is unable to secure a qualified teacher with a valid license for the type and kind of school in which a vacancy exists, the director of schools or the director of a charter school may certify to the Commissioner that the LEA or charter school is unable to secure a qualified teacher with a valid license for the position in which a vacancy exists.
- (2) In accordance with T.C.A. § 49-5-106, upon the Commissioner's receipt of the certification, the Commissioner may grant a temporary permit to teach in the unfilled position to an individual who does not hold an active Tennessee educator license under the conditions set forth in this rule.
- (3) The LEA or charter school shall provide evidence of a targeted recruitment strategy for the vacant position.

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

- (4) The director of schools or charter school leader shall recommend the individual for a teaching permit.
- (5) The recommended individual shall hold a minimum of a bachelor's degree.
- (6) If an individual indicates an affirmative answer on the personal affirmation section of the application for a permit, the individual shall show cause why the permit should be issued despite the individual's affirmative answers. The permit application of any individual who indicates an affirmative answer on the personal affirmation section of the application shall be sent to the State Board for review in accordance with State Board Rule 0520-02-03-.09 for a determination of whether the permit may be issued by the Commissioner.
- (7) If an individual teaching on a permit issued by the Commissioner is reported to the State Board by a Director as described in State Board Rule 0520-02-03-.09 and the misconduct, if substantiated, would warrant disciplinary action under State Board Rule 0520-02-03-.09, the State Board may direct the Commissioner to not to issue a subsequent permit to the individual upon expiration of the individual's current permit pursuant to T.C.A. § 49-5-106 and State Board Rule 0520-02-03-.09.
- (8) In reviewing a permit application for approval, the Commissioner may consider, but is not limited to, the following:
 - (a) The individual's previous work experience;
 - (b) The individual's postsecondary coursework and degrees held;
 - (c) The individual's relevant experience in the subject area where the individual is seeking to teach; and
 - (d) The individual's progress toward obtaining a Tennessee educator license.
- (9) Individuals with a teaching permit shall not teach a physical education class required under T.C.A. § 49-6-1021(e), a course in which a state-level end-of-course examination is required, in accordance with T.C.A. § 49-6-6006, or a special education course in accordance with Federal laws.
- (10) Each permit issued by the Commissioner shall be valid only until June 30 following the date of issuance.
- (11) An individual may be issued no more than three (3) permits. An individual shall meet the requirements set forth in this rule for each issuance of a permit.
- (12) A local board of education or governing body of a charter school may employ an individual holding a permit, but not holding a valid license, only for such period of time for which the local board of education or the governing body of the charter school is unable to secure a qualified teacher with a valid license for the type and kind of school. The permit issued to an unlicensed individual is only valid for the school and LEA identified in the permit application submitted to the Department and shall not be used for any other purpose.
- (13) If an individual has had a permit application denied by the Commissioner pursuant to paragraph six (6) or seven (7) of this rule, the individual must indicate such on any future application for an educator license or permit in Tennessee.

Authority: T.C.A. §§ 49-1-302, 49-5-106, 49-5-108, and 49-5-403. **Administrative History:** Original rule filed November 16, 1989; effective February 29, 1990. Repeal and new rule filed March 16, 1992;

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

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. New rules filed August 16, 2019; effective November 14, 2019. Amendments filed November 30, 2020; effective February 28, 2021. Amendments filed August 5, 2021; effective November 3, 2021.

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

Authority: T.C.A. §§ 49-1-302, 49-5-106, 49-5-108, and 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 filed October 27, 2015; effective January 25, 2016. New rules filed August 16, 2019; effective November 14, 2019.

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, 49-5-108, and 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 filed October 27, 2015; effective January 25, 2016. New rules filed August 16, 2019; effective November 14, 2019.

0520-02-03-.15 REQUIREMENTS AS A RESULT OF THE COVID-19 PUBLIC HEALTH EMERGENCY.

- (1) The validity period of a current, valid practitioner license that is set to expire in August 2020 shall be extended to August 31, 2021. Educators may use the additional validity period to complete any required licensure assessments, professional development points, or other requirements that were interrupted due to the COVID-19 public health emergency.
- (2) Prospective educators who complete a State Board-approved educator preparation program in the spring of 2020 and who meet all other requirements for the license type for which they are applying but are unable to submit qualifying scores on the required assessments as defined in the Professional Assessments for Tennessee Educators Policy shall be eligible for a provisional practitioner license that will be valid from the date of issuance until August 31, 2021.
 - (a) The provisional practitioner license shall be converted to a full practitioner license upon submission of qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy prior to the end of the validity period.
 - (b) If qualifying scores on all required assessments are not submitted prior to the end of the validity period of the provisional practitioner license, the license shall become inactive.
 - (c) The provisional practitioner license shall not be renewed or reactivated.
 - (d) The provisional practitioner license shall not be issued if the application was received by the Department after December 31, 2020.
- (3) Educators who complete a State Board-approved instructional leader program in the spring of 2020 and who meet all other requirements for the Instructional Leader License (ILL) but are unable to submit qualifying scores on the required assessments as defined in the Professional Assessments for Tennessee Educators Policy shall be eligible for a provisional ILL that will be valid from the date of issuance until August 31, 2021.
 - (a) The provisional ILL shall be converted to a full ILL upon submission of qualifying scores on all required assessments as defined in the Professional Assessments for Tennessee Educators Policy prior to the end of the validity period.
 - (b) If qualifying scores on all required assessments are not submitted prior to the end of the validity period of the provisional ILL, the license shall become inactive.
 - (c) The provisional ILL shall not be renewed or reactivated.
 - (d) The provisional ILL shall not be issued if the application was received by the Department after December 31, 2020.

Authority: T.C.A. §§ 49-1-302, 49-5-106, and 49-6-1511; Executive Order No. 14 of 2020 (and applicable, subsequent Executive Orders addressing COVID-19 relief); and Public Chapter 652 of 2020.

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. Emergency rules filed April 16, 2020; effective through October 13, 2020. New rule filed April 16, 2020; effective July 15, 2020. Emergency rule filed April 27, 2021; effective through October 24, 2021. Emergency rule expired effective October 25, 2021, and the rule reverted to its previous status.

0520-02-03-.16 REPEALED.

Authority: T.C.A. §§ 49-1-302, 49-5-108, and 49-5-106. **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 filed October 27, 2015; effective January 25, 2016. Emergency rules filed August 1, 2022; effective through January 28, 2023. Emergency rules expired effective January 29, 2023, and the rules reverted to their previous statuses.

0520-02-03-.17 THROUGH 0520-02-03-.20 REPEALED.

Authority: T.C.A. § 49-1-302. **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 filed October 27, 2015; effective January 25, 2016.

0520-02-03-.21 REPEALED.

Authority: T.C.A. § 49-1-302. **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 August 10, 1993; effective December 29, 1993. Amendment filed November 22, 1993; effective March 30, 1994. Amendment filed January 21, 1994; effective May 31, 1994. Amendment filed May 31, 1996; effective September 27, 1996. Amendment filed January 14, 1997; effective May 30, 1997. Amendment filed April 27, 1998; effective August 28, 1998. Amendment filed November 18, 1999; effective March 30, 1999. Amendments filed May 28, 1999; effective September 28, 1999. Amendment filed November 30, 1999; effective March 29, 2000. Amendment filed March 29, 2000; effective July 28, 2000. Amendment filed July 31, 2000; effective November 28, 2000. Amendment filed December 19, 2002; effective April 30, 2003. Amendment filed June 30, 2003; effective October 28, 2003. Repeal and new rule filed March 1, 2005; effective July 29, 2005. Repeal and new rule filed April 17, 2006; effective August 28, 2006. Amendment filed March 23, 2007; effective July 27, 2007. 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 filed October 27, 2015; effective January 25, 2016.

0520-02-03-.22 THROUGH 0520-02-03-.94 REPEALED.

Authority: T.C.A. § 49-1-302. **Administrative History:** Repeal filed March 16, 1992; effective June 29, 1992. Amendment filed May 28, 1999; effective September 28, 1999. Repeal filed December 18, 2014; effective March 18, 2015. A stay of the rule 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.