Renewal Requirements for a Tier 1 License

A Tier 1 license is valid for up to one school year. In order to renew a Tier 1 license, both the licensed Tier 1 teacher and the hiring district must provide evidence of eligibility and apply for renewal. A Tier 1 license may be renewed up to three times.

**Hiring District:**

Before applying for renewal, the hiring district must list the open position on EdPost, a state-approved job board, for a minimum of 60 calendar days. If the applicant accepts the position but ends up turning it down later, the hiring district must repost the position for 15 additional calendar days.

In addition, the hiring district must verify that the Tier 1 teacher:

- Attempted MTLE content tests, if applicable, for the first renewal,
- Completed cultural competency training for the first renewal,
- Completed mental illness training, including a minimum of one hour of suicide prevention for the first renewal,
- Participated in a mentorship program aligned with the definition in board rule, and
- Participated in an evaluation aligned with the district’s teacher development and evaluation model.

**Applicant:**

The Tier 1 teacher must provide the following evidence to the district:

- An attempt of the [Minnesota Teacher Licensure Examinations](https://www.m preparedStatement link) (MTLE) specific content exam aligned with the content field requested for the assignment. Information about testing requirements is available on the [Minnesota General Education Teacher Licensure Testing Information](https://www.m Legislature link) guide. If the content field does not have a content test, the Tier 1 teacher is exempt from this renewal requirement.
- Completion of cultural competency training.
- Completion of mental illness training, including a minimum of one hour of suicide prevention.

**General Information:**

A Tier 1 license may be renewed up to three times in a lifetime, regardless of content field or hiring district. Additional renewals may be allowed if the district can show “good cause.” Career and technical (CTE), career pathways, and shortage areas may be renewed without limitation. For additional renewals, the Tier 1 teacher does not have to reattempt cultural competency training, mental illness training or reattempt MTLE content tests, even if a new licensure field is requested or a new district submits a request.

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