

TIER 3

A Tier 3 license is valid for three years and may be renewed indefinitely provided renewal requirements have been met. This license is valid to teach at any school in Minnesota in the licensure field(s) listed on the license.



Submit all materials in one complete package to:

PELSB
1021 Bandana Boulevard East
Suite 222
Saint Paul, MN 55108-5111
PH: (651) 539-4200
PELSB@state.mn.us

TIER 2 TO TIER 3

MOVING BETWEEN TIERS

TO MOVE FROM A TIER 2 TO A TIER 3 LICENSE, THE APPLICANT MUST:

- Submit a \$57.00 license processing fee with the [Tier 3 application](#), AND
- **One of the following must be completed:**
 - Completion of an approved Minnesota teacher preparation program: *no testing required*,
 - Completion of Minnesota Licensure via Portfolio: *no testing required*,
 - Completion of two years of out-of-state/country (OOS/OOC) teaching experience while holding a professional OOS/OOC license in the licensure field and pass the applicable MTLE content and pedagogy exams. *Submit Verification of Teaching Experience.*
 - Three years teaching experience in the licensure field while holding a MN Tier 2 license and pass the applicable MTLE content and pedagogy exams. *Submit Verification of Teaching Experience While Holding a Tier 2 License.*
 - **For out-of-state/country applicants that have completed a teacher licensure program that includes equivalent student teaching to a MN program (typically 12 consecutive weeks) AND:**
 - have or held a license aligned with the requested licensure field in the SAME state/country *must submit a copy of your license and Verification of Program Completion of a State-approved Licensure Program (Section 6). No MN testing is required.*
 - do not have or have not held a license in the SAME state/country,
 - may use required testing aligned with the requested licensure field from the state/country where the licensure program was completed. Applicants *must submit the Verification of Out-of-State Educator Credentialing Test Scores (Section 6A) to be considered in lieu of Minnesota testing – No MN testing is required. Submit Sections 6 and 6A,*
 - **OR**, must obtain passing scores on the applicable MTLE content and pedagogy exams associated with the requested licensure field. *Submit Section 6.*

Note: Options above must directly correspond with the Tier 3 licensure field requested.

Once you have met the Tier 3 requirements above, you may apply for a Tier 3 license using the Tier 3 application. Because you are an existing license holder, you will not need to resubmit any of the materials listed below if previously submitted:

- A fingerprint card
- Official transcripts
- Verification of Completion of a State-approved License Program (Section 6)
- Verification of Teaching or Work Experience
- If you have not yet renewed your first Tier 2 license, Cultural Competency, Mental Health, and American Indian History and Culture trainings are not required before moving to the Tier 3 license.