

1.1 **Board of Teaching**

1.2 **Proposed Permanent Rules Relating to Licensure of Teachers with Out-of-State**
1.3 **Credentials and Technical Changes to Teachers Licenses**

1.4 **8710.0310 DEFINITIONS AND GENERAL RULES FOR TEACHING LICENSES.**

1.5 **Subpart 1. Definitions.**

1.6 A. For the purposes of parts 8710.0310 to 8710.0330, and 8710.7620, the terms
1.7 in this subpart have the meanings given them.

1.8 B. "Classroom teacher" or "teacher of record" means an individual responsible
1.9 for the planning, instruction, and assessment of students in a classroom who is authorized
1.10 to grant students credit for meeting standards attributed to the content taught. Classroom
1.11 teacher or teacher of record does not include individuals licensed in related service fields.
1.12 For related services including school psychologists, school counselors, school social workers,
1.13 school nurses, and speech-language pathologists, a classroom teacher or teacher of record
1.14 means an individual directly responsible for student services aligned to their licensure area.

1.15 C. "Innovative program" means a school within a district or charter school that is
1.16 meeting the needs of their student population through a nonconventional learning
1.17 environment that requires licensed teachers to teach multiple subjects.

1.18 D. "Long-call substitute" means a teacher who replaces the teacher of record in
1.19 a classroom for no more than one academic year.

1.20 E. "Professional license from another state" means a teaching license from a state
1.21 other than Minnesota that allows the individual to be the teacher of record based on
1.22 completion of an accredited teacher preparation program.

1.23 F. "Qualified mentor" means the individual responsible for the mentorship,
1.24 including providing support and feedback, of the classroom teacher or teacher candidate.

2.1 A qualified mentor has classroom teaching experience and is licensed in a similar licensure
2.2 field as the classroom teacher or teacher candidate or is a licensed administrator.

2.3 G. "Qualified supervisor" means the individual responsible for the supervision
2.4 and evaluation of the classroom teacher or teacher candidate. A qualified supervisor has
2.5 classroom teaching experience and is licensed in a similar licensure field as the classroom
2.6 teacher or teacher candidate or is a licensed administrator.

2.7 H. "Short-call substitute" means an individual who replaces the teacher of record
2.8 in a classroom for no more than 15 consecutive days.

2.9 I. "Similar content field" or "similar licensure area" means a licensure field from
2.10 another state that aligns to the requirements for a Minnesota licensure field based on the
2.11 Minnesota subject matter standards for that field. "Content field," "licensure area," "licensure
2.12 field," and "field-specific" are used interchangeably.

2.13 J. "Student teaching" means a period of time when a teacher candidate assumes
2.14 teacher responsibilities while working with a cooperating teacher and provider supervisor
2.15 to practice and demonstrate a culmination of the development of the teacher candidate's
2.16 knowledge, skills, and dispositions. A student teaching experience includes observation,
2.17 feedback, and evaluation from the cooperating teacher and provider supervisor.

2.18 K. "Teacher candidate" means an individual enrolled in a teacher preparation
2.19 program.

2.20 L. "Teacher preparation program" means a program approved by the state where
2.21 the program resides that trains candidates in educational pedagogy and content-specific
2.22 pedagogy for students from birth to age 21.

2.23 M. "Teaching license," "teacher license," or "professional teaching license" means
2.24 a nonvocational license valid to teach early childhood, elementary grades, secondary school
2.25 subjects, kindergarten to grade 12 subjects or a secondary vocational license based on degree

3.1 requirements in home economics education, industrial education, agriculture education,
3.2 business education, or marketing education. Teaching license, teacher license, and
3.3 professional teaching license does not mean: Tier 1 licenses issued under part 8710.0311,
3.4 adult basic education licenses, family or parent education licenses, postsecondary or
3.5 secondary vocational licenses based upon criteria other than degree requirements in home
3.6 economics education, industrial education, agriculture education, business education, or
3.7 marketing education; licenses for school psychologists, school counselors, school social
3.8 workers, school nurses, recreation personnel, school administrators, school business officers,
3.9 community education directors, special education directors, or secondary vocational directors;
3.10 or supervisor licenses.

3.11 **Subp. 2. Teaching licenses, in general.**

3.12 **A. Teaching licenses must be granted by the Professional Educator Licensing and**
3.13 **Standards Board to applicants who meet all requirements of applicable statutes and rules.**

3.14 **B. An applicant must qualify separately for each licensure area for which an**
3.15 **application is made and must provide evidence of satisfactory completion of a board-approved**
3.16 **program in the licensure area. A license becomes valid on the date issued by the board and**
3.17 **expires on June 30 of the expiration year.**

3.18 **Subp. 3. Addition to a Tier 3 or 4 license. When a licensure area is added to a Tier**
3.19 **3 or 4 license issued under parts 8710.0313 and 8710.0314, the expiration date is the date**
3.20 **previously established for the Tier 3 or 4 license in effect.**

3.21 **Subp. 4. Multiple expiration dates. If a license holder has completed and verified**
3.22 **the renewal requirements for a currently-held Tier 3 or 4 license issued under parts 8710.0313**
3.23 **and 8710.0314, the license holder may renew a currently-held Tier 3 or 4 license up to one**
3.24 **year before the expiration date for the purpose of consolidating multiple expiration dates**
3.25 **of any Tier 3 or 4 licenses held into one expiration date.**

4.1 Subp. 5. **Appeal.** An applicant who is denied a teaching license by the Professional
4.2 Educator Licensing and Standards Board may appeal the board's decision under part
4.3 8710.0900 and Minnesota Statutes, chapter 14, pursuant to 122A.188.

4.4 Subp. 6. **Emergency extensions.** If an applicant documents an emergency that prevents
4.5 the applicant from completing rule requirements in order to continue to be licensed in that
4.6 field, or if a school district or charter school documents an emergency for which no additional
4.7 temporary limited licenses or personnel variances are permitted by rule, the Professional
4.8 Educator Licensing and Standards Board may take action to grant an emergency extension
4.9 of time. Upon receiving an application for an extension of time, the board must consider
4.10 whether an extension of time must be granted based on documentation of the emergency.

4.11 Subp. 7. **Licenses issued in error.** A license issued in error to a person who does not
4.12 qualify for the license must be corrected without charge to the license holder, and the
4.13 corrections must be made without a hearing under part 8710.0900 and Minnesota Statutes,
4.14 chapter 14. A license issued in error is not valid.

4.15 Subp. 8. **Report.** The Professional Educator Licensing and Standards Board must
4.16 issue an annual report by September 1 that summarizes the previous fiscal year's Tier 1, 2,
4.17 3, and 4 licenses and out-of-field and innovative program permissions, organized by licensure
4.18 field and by school district or charter school.

4.19 **8710.0311 TIER 1 LICENSE.**

4.20 Subpart 1. **Purpose.** Where a school district or charter school is unable to fill an open
4.21 position with a teacher holding a Tier 2, 3, or 4 license, a Tier 1 license must be issued,
4.22 consistent with this part, to an individual who does not hold a Tier 2, 3 or 4 license. A Tier
4.23 1 license authorizes the license holder to teach within the requesting school district or charter
4.24 school and the specific licensure field in the application.

5.1 Subp. 2. **Requirements.** The Professional Educator Licensing and Standards Board
5.2 must issue a Tier 1 license to an applicant upon request by the designated administrator of
5.3 the hiring district. The applicant must initiate the application process and meet the
5.4 requirements of this subpart.

5.5 A. The applicant must:

5.6 (1) hold the minimum of a bachelor's degree from a college or university
5.7 located in the United States that is regionally accredited by the Higher Learning Commission
5.8 or by the regional association for accreditation of colleges and secondary schools, as shown
5.9 by a college transcript;

5.10 (2) hold a credential from outside the United States that is equivalent to a
5.11 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
5.12 approved by the executive director of the board; or

5.13 (3) for applicants in Career and Technical Education fields and career pathway
5.14 courses of study, have one of the following:

5.15 (a) five years of relevant work experience aligned to the assignment;

5.16 (b) an associate's degree aligned to the assignment; or

5.17 (c) a professional certification aligned to the assignment from an approved
5.18 certifying organization.

5.19 B. The hiring district must show:

5.20 (1) the position was posted for at least 15 business days on the board-approved
5.21 statewide job board; and

5.22 (2) one of the following:

5.23 (a) no Tier 2, 3, or 4 licensed individuals applied for the position;

6.1 (b) no Tier 2, 3, or 4 licensed applicants accepted the position;

6.2 (c) no Tier 2, 3, or 4 licensed applicants lacked a record of disciplinary
6.3 action; or

6.4 (d) no Tier 2, 3, or 4 licensed applicants provided a letter of
6.5 recommendation from a prior employer.

6.6 If the hiring district cannot meet the requirements of this item, the district may provide
6.7 justification why a Tier 2, 3, and 4 licensed applicant was not acceptable for the position.

6.8 The justification must be reviewed by the full board for approval or denial.

6.9 C. The hiring district must affirm the applicant:

6.10 (1) will participate in a mentorship program aligned to the board-adopted
6.11 mentorship model;

6.12 (2) will participate, to the extent practicable, in the district or charter school's
6.13 teacher development and evaluation model; and

6.14 (3) has the necessary skills and knowledge to teach in the content field aligned
6.15 to the assignment.

6.16 D. The board must complete a criminal background check on the applicant.

6.17 Subp. 3. **Duration.** A Tier 1 license is valid for one year.

6.18 Subp. 4. **First renewal.** To renew a Tier 1 license for the first time, the applicant must
6.19 initiate the renewal application process, and the hiring district must meet the requirements
6.20 of this subpart.

6.21 A. The hiring district must show that the position has been posted for at least 40
6.22 business days on the board-approved statewide job board.

6.23 B. The hiring district must show one of the following:

- 7.1 (1) no Tier 2, 3, or 4 licensed individuals applied for the position;
7.2 (2) no Tier 2, 3, or 4 licensed applicants accepted the position;
7.3 (3) no Tier 2, 3, or 4 licensed applicants lacked a record of disciplinary action;
7.4 or
7.5 (4) no Tier 2, 3, or 4 licensed applicants provided a letter of recommendation
7.6 from a prior employer.

7.7 If the hiring district cannot meet the requirements of this item, the district may provide
7.8 justification why a Tier 2, 3, and 4 licensed applicant was not acceptable for the position.
7.9 The justification must be reviewed by the full board for approval or denial.

7.10 C. The hiring district must show the applicant attempted the board-approved
7.11 content examination aligned to the assignment during the academic year as a Tier 1 teacher.
7.12 Any licensure area that does not have a board-approved content examination is exempt from
7.13 this requirement.

7.14 D. The hiring district must show the applicant participated in the following:

- 7.15 (1) district-approved cultural competency training;
7.16 (2) a mentorship program aligned to board-adopted criteria; and
7.17 (3) to the extent practicable, teacher development and evaluation or other
7.18 district-aligned evaluation model.

7.19 Subp. 5. **Second and third renewals.** To renew a Tier 1 license for the second or
7.20 third time, the applicant must initiate the renewal application process, and the hiring district
7.21 must meet the requirements of this subpart.

7.22 A. The hiring district must show that the position has been posted for at least 40
7.23 business days on the board-approved statewide job board.

8.1 B. The hiring district must show one of the following:

8.2 (1) no Tier 2, 3, or 4 licensed individuals applied for the position;

8.3 (2) no Tier 2, 3, or 4 licensed applicants accepted the position;

8.4 (3) no Tier 2, 3, or 4 licensed applicants lacked a record of disciplinary action;

8.5 or

8.6 (4) no Tier 2, 3, or 4 licensed applicants provided a letter of recommendation
8.7 from a prior employer.

8.8 If the hiring district cannot meet the requirements of this item, the district may provide
8.9 justification why a Tier 2, 3, and 4 licensed applicant was not acceptable for the position.

8.10 The justification must be reviewed by the full board for approval or denial.

8.11 C. The hiring district must show the applicant participated in the following:

8.12 (1) a mentorship program aligned to board-adopted criteria; and

8.13 (2) to the extent practicable, teacher development and evaluation or other
8.14 district-aligned evaluation model.

8.15 Subp. 6. **Additional renewals.** To renew a Tier 1 license more than three times, the
8.16 applicant must initiate the renewal application process, and the hiring district must meet
8.17 the requirements of this subpart.

8.18 A. The hiring district must show that the position has been posted for at least 40
8.19 business days on the board-approved statewide job board.

8.20 B. The hiring district must show one of the following:

8.21 (1) no Tier 2, 3, or 4 licensed individuals applied for the position;

8.22 (2) no Tier 2, 3, or 4 licensed applicants accepted the position;

9.1 (3) no Tier 2, 3, or 4 licensed applicants lacked a record of disciplinary action;

9.2 or

9.3 (4) no Tier 2, 3, or 4 licensed applicants provided a letter of recommendation

9.4 from a prior employer;

9.5 If the hiring district cannot meet the requirements of this item, the district may provide

9.6 justification why a Tier 2, 3, and 4 licensed applicant was not acceptable for the position.

9.7 The justification must be reviewed by the full board for approval or denial.

9.8 C. The hiring district must show one of the following:

9.9 (1) the Tier 1 teacher is teaching in a Career and Technical Education field

9.10 or career pathway course of study;

9.11 (2) the Tier 1 teacher is teaching in a licensure area identified as a shortage

9.12 area as defined in Minnesota Statutes, section 122A.06;

9.13 (3) the Tier 1 teacher is reducing the gap between students of color and

9.14 teachers of color in an economic development region where there is a shortage of licensed

9.15 teachers who reflect the racial or ethnic diversity of students in the region; or

9.16 (4) the board approved the hiring district's good cause justification for why

9.17 the applicant has not obtained a Tier 2 license, why a Tier 2, 3, or 4 teacher cannot be found

9.18 for the position, and why the applicant should remain in the classroom. Good cause may

9.19 include but is not limited to a full-time equivalent position of less than 0.3, teaching in a

9.20 field with no Minnesota teaching license, teaching in a field with no teacher preparation

9.21 program in Minnesota, or no reasonable path to a Tier 2 license.

9.22 D. The hiring district must show the applicant participated in the following:

9.23 (1) a mentorship program aligned to board-adopted criteria; and

10.1 (2) to the extent practicable, teacher development and evaluation or other
10.2 district-aligned evaluation model.

10.3 **8710.0312 TIER 2 LICENSE.**

10.4 Subpart 1. Purpose. A Tier 2 license must be issued, consistent with this part, to an
10.5 applicant on behalf of a district or charter school request. A Tier 2 license authorizes the
10.6 license holder to teach within the requesting school district or charter school and the specific
10.7 licensure field in the application.

10.8 Subp. 2. Requirements. The Professional Educator Licensing and Standards Board
10.9 must issue a Tier 2 license to an applicant upon request by the designated administrator of
10.10 the hiring district. The applicant must initiate the application process and must meet the
10.11 requirements of this subpart.

10.12 A. The applicant must:

10.13 (1) hold the minimum of a bachelor's degree from a college or university
10.14 located in the United States that is regionally accredited by the Higher Learning Commission
10.15 or by the regional association for accreditation of colleges and secondary schools, as shown
10.16 by a college transcript;

10.17 (2) hold a credential from outside the United States that is equivalent to a
10.18 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
10.19 approved by the executive director of the board; or

10.20 (3) for applicants in Career and Technical Education fields and career pathway
10.21 courses of study, have one of the following:

10.22 (a) five years of relevant work experience aligned to the assignment;

10.23 (b) an associate's degree aligned to the assignment; or

11.1 (c) a professional certification aligned to the assignment from an approved
11.2 certifying organization.

11.3 B. The applicant must:

11.4 (1) be is enrolled in a Minnesota-approved teacher preparation program
11.5 aligned to the assignment;

11.6 (2) hold a master's degree aligned to the assignment from a college or
11.7 university located in the United States that is regionally accredited by the Higher Learning
11.8 Commission or by the regional association for accreditation of colleges and secondary
11.9 schools, as shown by a college transcript; or

11.10 (3) show completion of two of the following:

11.11 (a) at least eight upper division or graduate-level credits aligned to the
11.12 assignment;

11.13 (b) field-specific methods in a teacher preparation program aligned to
11.14 the assignment;

11.15 (c) at least two years of experience teaching as the teacher of record
11.16 aligned to the assignment;

11.17 (d) passing scores on board-adopted pedagogy and content examinations;
11.18 or

11.19 (e) a state-approved teacher preparation program.

11.20 C. The hiring district must affirm the applicant will participate in:

11.21 (1) a mentorship program aligned to board-adopted criteria; and

11.22 (2) to the extent practicable, the district or charter school's teacher
11.23 development and evaluation model.

12.1 D. The board must complete a criminal background check on the applicant if this
12.2 is the applicant's first Minnesota teaching license.

12.3 Subp. 3. **Duration.** A Tier 2 license is valid for two years.

12.4 Subp. 4. **First renewal.** To renew a Tier 2 license for the first time, the applicant must
12.5 initiate the renewal application process, and the hiring district must show the applicant:

12.6 A. completed district-approved cultural competency training;

12.7 B. participated in a mentorship program aligned to board-adopted criteria; and

12.8 C. participated in, to the extent practicable, teacher development and evaluation
12.9 or other district-aligned evaluation model.

12.10 If the applicant holds a Tier 2 license while enrolled in a Minnesota-approved teacher
12.11 preparation program, the applicant must demonstrate measurable progress toward completion
12.12 of the program. If no measurable progress has been made, the Professional Educator
12.13 Licensing and Standards Board must review the applicant's justification for failing to make
12.14 progress.

12.15 Subp. 5. **Second and third renewal.** To renew a Tier 2 license for the second or third
12.16 time, the applicant must initiate the renewal application process, and the hiring district must
12.17 show the applicant participated in:

12.18 A. a mentorship program aligned to board-adopted criteria; and

12.19 B. to the extent practicable, teacher development and evaluation or other
12.20 district-aligned evaluation model.

12.21 If the applicant holds a Tier 2 license while enrolled in a Minnesota-approved teacher
12.22 preparation program, the applicant must demonstrate measurable progress toward completion
12.23 of the program. If no measurable progress has been made, the Professional Educator

13.1 Licensing and Standards Board must review the applicant's justification for failing to make
13.2 progress.

13.3 Subp. 6. **Additional renewals.** To renew a Tier 2 license more than three times, the
13.4 applicant must initiate the renewal application process, and the hiring district must show:

13.5 A. the applicant participated in a mentorship program aligned to board-adopted
13.6 criteria;

13.7 B. the applicant participated in, to the extent practicable, teacher development
13.8 and evaluation or other district-aligned evaluation model; and

13.9 C. the board approved the hiring district's good cause justification for why the
13.10 applicant has not obtained a Tier 3 license. Good cause may include but is not limited to a
13.11 full-time equivalent position of less than 0.3, teaching in a field with no Minnesota teaching
13.12 license, teaching in a field with no preparation program in Minnesota, or no reasonable path
13.13 to a Tier 3 license.

13.14 **8710.0313 TIER 3 LICENSE.**

13.15 Subpart 1. **Purpose.** A Tier 3 license must be issued, consistent with this part, to an
13.16 applicant aligned to the scope and field of the applicant's training and experience. A Tier 3
13.17 license authorizes the license holder to teach within the specific licensure field.

13.18 Subp. 2. **Requirements.** The Professional Educator Licensing and Standards Board
13.19 must issue a Tier 3 license if the applicant meets all of the requirements of this subpart.

13.20 A. The applicant must:

13.21 (1) hold the minimum of a bachelor's degree from a college or university
13.22 located in the United States that is regionally accredited by the Higher Learning Commission
13.23 or by the regional association for accreditation of colleges and secondary schools, as shown
13.24 by a college transcript;

14.1 (2) hold a credential from outside the United States that is equivalent to a
14.2 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
14.3 approved by the executive director of the Professional Educator Licensing and Standards
14.4 Board; or

14.5 (3) for applicants in Career and Technical Education fields and career pathway
14.6 courses of study, have one of the following:

14.7 (a) five years of relevant work experience aligned to the assignment;

14.8 (b) an associate's degree aligned to the assignment; or

14.9 (c) a professional certification aligned to the assignment from an approved
14.10 certifying organization.

14.11 B. The applicant must obtain passing scores on the board-approved pedagogy and
14.12 content examinations aligned to the assignment.

14.13 C. The applicant must show one of the following:

14.14 (1) completion of a preparation program approved in another state aligned
14.15 to the licensure area sought that included field-specific student teaching equivalent to
14.16 field-specific student teaching in Minnesota-approved teacher preparation programs. The
14.17 applicant is exempt from field-specific student teaching if the applicant has at least two
14.18 years of field-specific experience teaching as the teacher of record. The board must accept
14.19 certification from an AMI or AMS training center as a preparation program approved in
14.20 another state aligned to a restricted Montessori license;

14.21 (2) completion of a board-approved Minnesota conventional, nonconventional,
14.22 or alternative teacher preparation program aligned to the licensure area sought. The board
14.23 must accept certifications in related services areas under parts 8710.6000 to 8710.6400 in
14.24 lieu of completion of a board-approved teacher preparation program;

15.1 (3) recommendation for licensure via portfolio application aligned to the
15.2 licensure area sought;

15.3 (4) possession of a professional license from another state in good standing
15.4 aligned to the licensure area sought that required teacher preparation and at least two years
15.5 of experience teaching as the teacher of record aligned to the licensure area sought; or

15.6 (5) at least three years of experience teaching as the teacher of record aligned
15.7 to the licensure area sought under a Tier 2 license and evidence of summative teacher
15.8 evaluations that did not result in placing or otherwise keeping the teacher on an improvement
15.9 process aligned to the district's teacher development and evaluation plan.

15.10 D. The board must complete a criminal background check on the applicant if this
15.11 is the applicant's first Minnesota teaching license.

15.12 Subp. 3. **Duration.** A Tier 3 license is valid for three years.

15.13 Subp. 4. **First renewal.** A Tier 3 license may be renewed an unlimited number of
15.14 times. To renew a Tier 3 license for the first time, the applicant must complete:

15.15 A. a mentorship program aligned to board-adopted criteria;

15.16 B. a district's teacher development and evaluation process;

15.17 C. a new criminal background check through the board; and

15.18 D. board-approved licensure renewal requirements and obtain approval from the
15.19 applicant's local continuing education/relicensure committee under parts 8710.7100 and
15.20 8710.7200 and Minnesota Statutes, section, 122A.187, subdivision 3.

15.21 Upon their first renewal, applicants who obtain a Tier 3 license under subpart 2, item C,
15.22 subitem (5), must demonstrate to the board they meet the Standards of Effective Practice
15.23 under part 8710.2000.

16.1 Subp. 5. **Additional renewals.** A Tier 3 license may be renewed an unlimited number
16.2 of times. To renew a Tier 3 license additional times, the applicant must complete:

16.3 A. a district's teacher development and evaluation process;

16.4 B. a new criminal background check through the board; and

16.5 C. board-approved licensure renewal requirements and obtain approval from the
16.6 applicant's local continuing education/relicensure committee under parts 8710.7100 and
16.7 8710.7200 and Minnesota Statutes, section, 122A.187, subdivision 3.

16.8 Subp. 6. **Restrictions.** An applicant whose content training or experience does not
16.9 align to a currently-approved Minnesota license, but for which past rules have been adopted,
16.10 and who meets all other requirements of subpart 5, must be issued a Tier 3 license restricted
16.11 to the scope and licensure area of the applicant's content training or experience. Applicants
16.12 with content training or experience within two grade levels of a currently-approved Minnesota
16.13 licensure scope will be granted the full scope of the Minnesota license.

16.14 **8710.0314 TIER 4 LICENSE.**

16.15 Subpart 1. **Purpose.** A Tier 4 license authorizes the license holder, consistent with
16.16 this part, to teach in the field and scope aligned to the license holder's preparation. A Tier
16.17 4 license indicates the license holder has had at least three years of experience in Minnesota
16.18 within the field and scope of licensure and completed the professional development
16.19 requirements mandated by statute.

16.20 Subp. 2. **Requirements.** The Professional Educator Licensing and Standards Board
16.21 must issue a Tier 4 license if the applicant meets all of the requirements of this subpart.

16.22 A. The applicant must:

16.23 (1) hold the minimum of a bachelor's degree from a college or university
16.24 located in the United States that is regionally accredited by the Higher Learning Commission

17.1 or by the regional association for accreditation of colleges and secondary schools, as shown
17.2 by a college transcript;

17.3 (2) hold a credential from outside the United States that is equivalent to a
17.4 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
17.5 approved by the executive director of the Professional Educator Licensing and Standards
17.6 Board; or

17.7 (3) for applicants in Career and Technical Education fields and career pathway
17.8 courses of study, have one of the following:

17.9 (a) five years of relevant work experience aligned to the assignment;

17.10 (b) an associate's degree aligned to the assignment; or

17.11 (c) a professional certification aligned to the assignment from an approved
17.12 certifying organization.

17.13 B. The applicant must have completed one of the following:

17.14 (1) a board-approved conventional, nonconventional, or alternative teacher
17.15 preparation program aligned to the licensure area sought. The board must accept certification
17.16 from an AMI or AMS training center as a preparation program approved in another state
17.17 aligned to a restricted Montessori license. The board must accept certifications in related
17.18 service areas under parts 8710.6000 to 8710.6400 in lieu of completion of a board-approved
17.19 teacher preparation program; or

17.20 (2) a preparation program approved in another state aligned to the licensure
17.21 area sought that included field-specific student teaching equivalent to field-specific student
17.22 teaching in Minnesota-approved teacher preparation programs. The applicant is exempt
17.23 from field-specific student teaching if the applicant has at least two years of field-specific
17.24 experience teaching as the teacher of record.

18.1 C. The applicant must obtain passing scores on the board-approved skills,
18.2 pedagogy, and content examinations aligned to the licensure area sought.

18.3 D. The applicant must have at least three years of experience teaching in Minnesota
18.4 as the teacher of record.

18.5 E. The applicant's most recent summative evaluation must not have resulted in
18.6 placing or otherwise keeping the teacher in an improvement process aligned to the district's
18.7 teacher development and evaluation process.

18.8 Subp. 3. **Adding a Tier 4 license.** To add an additional Tier 4 license, the applicant
18.9 must show evidence of meeting the requirements of subpart 2, items A to C in the licensure
18.10 area sought.

18.11 Subp. 4. **Duration.** A Tier 4 license is valid for five years.

18.12 Subp. 5. **Renewal.** A Tier 4 license may be renewed an unlimited number of times.
18.13 To renew a Tier 4 license, the applicant must complete:

18.14 A. a district's teacher development and evaluation process;

18.15 B. a new criminal background check through the board; and

18.16 C. board-approved licensure renewal requirements and obtain approval from the
18.17 applicant's local continuing education/relicensure committee under parts 8710.7100 and
18.18 8710.7200 and Minnesota Statutes, section, 122A.187, subdivision 3.

18.19 Subp. 6. **Restrictions.** An applicant whose content training or experience does not
18.20 align to a currently-approved Minnesota license, but for which past rules have been adopted,
18.21 and who meets all other requirements of this part shall be issued a Tier 4 license restricted
18.22 to the scope and licensure area of the applicant's content training or experience. Applicants
18.23 with content training or experience within two grade levels of a currently-approved Minnesota
18.24 licensure scope will be granted the full scope of the Minnesota license.

19.1 **8710.0320 OUT-OF-FIELD PERMISSION.**

19.2 Subpart 1. Purpose. An out-of-field permission authorizes a teacher holding a Tier
19.3 3 or 4 license, consistent with this part, to teach in a field not aligned with the Tier 3 or 4
19.4 license.

19.5 Subp. 2. Requirements. The Professional Educator Licensing and Standards Board
19.6 must issue an out-of-field permission upon request by the designated administrator of the
19.7 hiring district. The applicant must initiate the application process, and the hiring district
19.8 must show:

19.9 A. the applicant has holds a Tier 3 or 4 license;

19.10 B. the applicant approves the request;

19.11 C. the position has been posted for at least 15 business days on the board-approved
19.12 statewide job board;

19.13 D. the district will provide a mentorship program aligned to board-adopted criteria
19.14 and aligned to the licensure assignment; and

19.15 E. one of the following:

19.16 (1) no Tier 3 or 4 licensed teachers aligned to the assignment applied for the
19.17 position;

19.18 (2) no Tier 3 or 4 licensed teachers aligned to the assignment accepted the
19.19 position;

19.20 (3) no Tier 3 or 4 licensed teachers aligned to the assignment lacked a record
19.21 of disciplinary action; or

19.22 (4) no Tier 3 or 4 licensed teachers aligned to the assignment provided a letter
19.23 of recommendation from a prior employer.

20.1 The hiring district may provide justification for why a Tier 3 and 4 licensed teacher aligned
20.2 to the assignment was not acceptable for the position. The justification must be reviewed
20.3 by the full board for approval or denial.

20.4 Subp. 3. **Duration.** An out-of-field permission is valid for one year.

20.5 Subp. 4. **Renewal.** An out-of-field permission may be renewed three times. To renew
20.6 an out-of-field permission, the applicant must initiate the application process, and the hiring
20.7 district must show:

20.8 A. the applicant approves the request;

20.9 B. the position has been posted for at least 40 business days on the board-approved
20.10 statewide job board; and

20.11 C. one of the following:

20.12 (1) no Tier 3 or 4 licensed teachers aligned to the assignment applied for the
20.13 position;

20.14 (2) no Tier 3 or 4 licensed teachers aligned to the assignment accepted the
20.15 position;

20.16 (3) no Tier 3 or 4 licensed teachers aligned to the assignment lacked a record
20.17 of disciplinary action; or

20.18 (4) no Tier 3 or 4 licensed teachers aligned to the assignment provided a letter
20.19 of recommendation from a prior employer.

20.20 The hiring district may provide justification for why a Tier 3 and 4 licensed teacher aligned
20.21 to the assignment was not acceptable for the position. The justification must be reviewed
20.22 by the full board for approval or denial.

21.1 **8710.0321 INNOVATIVE PROGRAM PERMISSION.**

21.2 Subpart 1. Purpose. An innovative program permission authorizes a licensed teacher,
21.3 consistent with this part, to teach multiple fields within an established innovative program.

21.4 Subp. 2. Requirements. The Professional Educator Licensing and Standards Board
21.5 must issue an innovative program permission upon request by the designated administrator
21.6 of the hiring district. The applicant must initiate the application process, and the hiring
21.7 district must show:

21.8 A. the applicant holds a Tier 3 or 4 Minnesota license; and

21.9 B. the teaching assignment is within a board-approved innovative or alternative
21.10 education program.

21.11 Subp. 3. Duration. An innovative program permission is aligned to the expiration
21.12 date of the applicant's Tier 3 or 4 license.

21.13 Subp. 4. Renewal. An innovative program permission may be renewed an unlimited
21.14 number of times. Innovative programs must annually submit a list for board review of
21.15 teachers holding innovative program permissions.

21.16 **8710.0325 SHORT-CALL SUBSTITUTE LICENSE.**

21.17 Subpart 1. Purpose. A short-call substitute license authorizes the license holder to
21.18 replace the same classroom teacher for no more than 15 consecutive school days.

21.19 Subp. 2. Requirements. The Professional Educator Licensing and Standards Board
21.20 must issue a short-call substitute license to an applicant who meets the requirements of this
21.21 subpart.

21.22 A. The applicant must:

21.23 (1) hold the minimum of a bachelor's degree from a college or university
21.24 located in the United States that is regionally accredited by the Higher Learning Commission

22.1 or by the regional association for accreditation of colleges and secondary schools, as shown
22.2 by a college transcript;

22.3 (2) hold a credential from outside the United States that is equivalent to a
22.4 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
22.5 approved by the executive director of the board; or

22.6 (3) for applicants in Career and Technical Education fields and career pathway
22.7 courses of study, have one of the following:

22.8 (a) five years of relevant work experience aligned to the assignment;

22.9 (b) an associate's degree aligned to the assignment; or

22.10 (c) a professional certification aligned to the assignment from an approved
22.11 certifying organization.

22.12 B. The board must complete a criminal background check on the applicant.

22.13 Subp. 3. **Duration.** A short-call substitute license is valid for three years.

22.14 Subp. 4. **Reapplication.** An applicant must reapply for a short-call substitute license
22.15 upon its expiration and must pass a new criminal history background check.

22.16 **8710.0326 LIFETIME LONG-CALL SUBSTITUTE LICENSE.**

22.17 Subpart 1. **Purpose.** A lifetime long-call substitute license is issued to a retired teacher
22.18 and authorizes the license holder to replace the same classroom teacher for no more than
22.19 one academic year.

22.20 Subp. 2. **Requirements.** The Professional Educator Licensing and Standards Board
22.21 must issue a lifetime long-call substitute license to an applicant who meets one of the
22.22 following:

23.1 A. holds or held a Tier 3 or 4 Minnesota license or an out-of-state license aligned
23.2 to the assignment and receives a retirement annuity as a result of the person's teaching
23.3 experience; or

23.4 B. holds or held a Tier 3 or 4 Minnesota license, taught for at least three years in
23.5 an accredited nonpublic school in Minnesota, and receives a retirement annuity as a result
23.6 of the person's teaching experience.

23.7 Subp. 3. **Duration.** A lifetime long-call substitute license does not expire.

23.8 Subp. 4. **Renewal.** A lifetime long-call substitute license requires a criminal
23.9 background check to be completed by the board every five years.

23.10 **8710.0330 TEACHER LICENSURE VIA PORTFOLIO APPLICATION.**

23.11 Subpart 1. **Teacher license assessment process.** A teacher qualification assessment
23.12 process is established and maintained by the Professional Educator Licensing and Standards
23.13 Board for recommending and approving candidates for teacher licensure upon the candidate
23.14 submitting evidence to demonstrate successful completion of all licensure standards for the
23.15 licensure area sought.

23.16 Subp. 2. **Authorization.** The Professional Educator Licensing and Standards Board
23.17 may authorize its executive director to sign a recommendation for teacher licensure when
23.18 the executive director confirms that candidates have demonstrated all qualifications for the
23.19 licensure for which they are recommended.

23.20 Subp. 3. **Annual report.** Authorizations provided under subparts 1 or 2 must be
23.21 documented through a written annual report to the board.

23.22 Subp. 4. **Licensure via portfolio review.** An eligible applicant may use licensure by
23.23 portfolio to obtain an initial license under part 8710.0313 or to add a licensure field consistent
23.24 with applicable Professional Educator Licensing and Standards Board licensure rules.

24.1 Subp. 5. **Criteria for application.** An applicant may apply for an initial license under
24.2 part 8710.0313 through portfolio review under Minnesota Statutes, section 122A.21, if the
24.3 applicant meets the requirements of this subpart.

24.4 A. The applicant must have completed one of the following:

24.5 (1) observation and evaluation by a qualified mentor or qualified supervisor
24.6 during student teaching;

24.7 (2) a year-long mentorship program; or

24.8 (3) two years of experience teaching as the teacher of record in the licensure
24.9 area sought.

24.10 B. The applicant must:

24.11 (1) hold the minimum of a bachelor's degree from a college or university
24.12 located in the United States that is regionally accredited by the Higher Learning Commission
24.13 or by the regional association for accreditation of colleges and secondary schools, as shown
24.14 by a college transcript;

24.15 (2) hold a credential from outside the United States that is equivalent to a
24.16 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
24.17 approved by the executive director of the Professional Educator Licensing and Standards
24.18 Board; or

24.19 (3) for applicants in Career and Technical Education fields and career pathway
24.20 courses of study, have one of the following:

24.21 (a) five years of relevant work experience aligned to the assignment;

24.22 (b) an associate's degree aligned to the assignment; or

24.23 (c) a professional certification aligned to the assignment from an approved
24.24 certifying organization.

25.1 C. The applicant may use a board-adopted passing score on a board-adopted
25.2 teacher performance assessment in lieu of showing the applicant has met the Standards of
25.3 Effective Practice within the pedagogy portfolio.

25.4 D. The applicant must provide documentation to show all requirements have been
25.5 met for an initial license under part 8710.0313, including standards of effective practice for
25.6 teachers under part 8710.2000 and specific content requirements for the licensure area being
25.7 sought under parts 8710.3000 to 8710.5850 and 8710.8000. Applications for an additional
25.8 license must provide documentation to show all specific content requirements for the
25.9 licensure area being sought have been met under parts 8710.3000 to 8710.8000. Documents
25.10 that provide the necessary information include:

25.11 (1) a transcript, syllabi of college coursework, or both;

25.12 (2) subject-specific high-quality professional development, as defined under
25.13 the Every Student Succeeds Act;

25.14 (3) professional contributions to the field, including but not limited to,
25.15 presentations given to local and national education organizations, minutes of attendance in
25.16 education-related task forces or state or national committees, or articles published by local
25.17 or national education publications;

25.18 (4) classroom performance as determined by student growth on
25.19 criterion-referenced assessments;

25.20 (5) a rating of effective or higher on a teacher performance evaluation.

25.21 (6) teacher performance assessment scores; or

25.22 (7) observation and evaluation feedback through mentorship, teacher
25.23 evaluation, student teaching, or other supervised classroom teaching experiences.

26.1 Subp. 6. **CTE exceptions.** An applicant for any Career and Technical Education field
26.2 under parts 8710.8010 to 8710.8080 is exempt from the criteria in subpart 5 and may apply
26.3 for an initial license under part 8710.0313 through portfolio review under Minnesota Statutes,
26.4 section 122A.21, if the candidate completed parts 8710.2000 and 8710.8000, and meets one
26.5 of the following requirements:

26.6 A. has five years of relevant work experience aligned to the assignment;

26.7 B. holds an associate's degree aligned to the assignment; or

26.8 C. holds a professional certification aligned to the assignment from an approved
26.9 certifying organization.

26.10 Subp. 7. **Submission timelines.**

26.11 A. An applicant must submit a letter of intent to the Professional Educator
26.12 Licensing and Standards Board 30 days prior to submission of a portfolio application.

26.13 B. A portfolio application prepared according to published guidelines must be
26.14 submitted between 30 and 150 days after the notice of intent is received by the board.

26.15 Subp. 8. **Portfolio review process.**

26.16 A. Each initial license portfolio will be reviewed by a content review specialist
26.17 for the pedagogy portfolio and a content review specialist for the content portfolio within
26.18 90 days of receiving both completed portfolios. A passing score on a board-adopted teacher
26.19 performance assessment aligned to Minnesota Standards of Effective Practice can be used
26.20 in place of the pedagogy portfolio.

26.21 B. Each additional license portfolio will be reviewed by a content review specialist
26.22 for the content portfolio within 90 days of receiving the completed portfolio.

27.1 C. A candidate who is recommended for licensure by the content review specialist
27.2 must pass a criminal background check and be approved by the executive director of the
27.3 board.

27.4 D. If a candidate is not recommended for licensure by the content review specialist,
27.5 the board must provide specific information to the candidate on how to revise the portfolio
27.6 to successfully demonstrate the requisite competence. The candidate may submit a revised
27.7 portfolio, which must be approved or disapproved by a content review specialist within 60
27.8 days of receiving the revised submission.

27.9 Subp. 9. **Appeal.** An applicant who is denied an initial or additional license under
27.10 this part by the Professional Educator Licensing and Standards Board may appeal the board's
27.11 decision under part 8710.0900 and Minnesota Statutes, chapter 14.

27.12 **8710.7000 DUTY OF LICENSEE TO RENEW.**

27.13 It ~~shall be~~ is the responsibility of the person seeking the renewal of a ~~continuing or Tier~~
27.14 3 or 4 professional teaching license to comply with licensure renewal requirements in part
27.15 8710.7100 and to submit the application, appropriate verification, and other supporting
27.16 materials to the local continuing education/relicensure committee, in accordance with
27.17 procedures and due dates established by that committee under part 8710.7200.

27.18 **8710.7100 ISSUANCE AND RENEWAL OF PROFESSIONAL TEACHING**
27.19 **LICENSES.**

27.20 Subpart 1. **Scope.** This part applies to persons who have held ~~entrance~~ Tier 3 or 4
27.21 licenses and are seeking to ~~obtain first professional licenses or to renew continuing or~~
27.22 ~~professional~~ the Tier 3 or 4 licenses issued by the ~~Board of Teaching, except continuing~~
27.23 ~~licenses valid only for substitute teaching~~ Professional Educator Licensing and Standards
27.24 Board under parts 8710.0313 and 8710.0314.

28.1 Subp. 1a. **Renewal.**

28.2 A. The board must renew the Tier 3 or 4 license of an applicant who is not
28.3 employed in public schools and who has not been employed in a position requiring Minnesota
28.4 licensure at any time during the school year immediately preceding the date of expiration,
28.5 if one of the following is submitted:

28.6 (1) verification by a local continuing education/relicensure committee that
28.7 the applicant has met renewal requirements for the Tier 3 license during the three-year
28.8 period immediately preceding the application or for the Tier 4 license during the five-year
28.9 period immediately preceding the application; or

28.10 (2) an official college transcript showing that the applicant earned at least 12
28.11 quarter or eight semester hours of credit, applicable to the licensure field or fields, during
28.12 the three- or five-year period immediately preceding the application.

28.13 B. If a requirement under item A is not met, a one-year extension of the expired
28.14 Tier 3 or 4 license must be granted based on written documentation that the applicant has
28.15 been offered a position contingent upon holding a valid license. An extension under this
28.16 item expires on June 30 of the school year for which the license is issued and must not be
28.17 renewed. In order to qualify for a Tier 3 or 4 license after the one-year extension, the
28.18 applicant must provide written documentation that the renewal requirements for the Tier 3
28.19 or 4 license under item A, subitem (1), have been met.

28.20 **Subp. 2. Professional licenses to substitute teach only.** An applicant who holds or
28.21 has held a valid entrance, continuing, or professional license to teach issued by the Board
28.22 of Teaching shall be granted a five-year license for short-call substitute teaching. This
28.23 subpart also applies to an applicant who holds or has held a license to teach issued by another
28.24 state if that license was issued based on completion of baccalaureate or postbaccalaureate
28.25 teacher preparation programs.

29.1 Subp. 3. ~~Renewal of professional license~~ Application and validity period. A license
29.2 renewal period begins on July 1 of the year of expiration. An application for renewal is
29.3 accepted for processing by the ~~Department of Education~~ Professional Educator Licensing
29.4 and Standards Board after January 1 of the year of expiration. A valid ~~professional~~ Tier 3
29.5 or 4 license shall be renewed for a subsequent period of five years when an applicant presents
29.6 verification by the local continuing education/relicensure committee that the applicant has,
29.7 within the past five years, successfully completed at least 125 clock hours of professional
29.8 development as specified in part 8710.7200.

29.9 **8710.7200 CLOCK HOURS; REQUIREMENTS FOR RENEWAL OF**
29.10 **PROFESSIONAL LICENSES.**

29.11 [For text of subp 1, see M.R.]

29.12 Subp. 2. **Renewal clock hours.** Verification by the local continuing
29.13 education/relicensure committee that the applicant has completed 125 approved clock hours
29.14 is required for renewal. Instruction and professional development activities meet requirements
29.15 to renew licenses only if they address one or more of the standards in part 8710.2000.
29.16 Effective for renewal of ~~professional~~ Tier 3 or 4 licenses issued under parts 8710.0313 and
29.17 8710.0314, which expire on June 30, 2001, and after, applicants must include in their 125
29.18 clock hours instruction or other professional development activities which address positive
29.19 behavioral intervention strategies and accommodation, modification, and adaptation of
29.20 curriculum, materials, and instruction to appropriately meet the needs of varied students in
29.21 achieving graduation standards. Effective for renewal of ~~professional~~ Tier 3 or 4 licenses
29.22 issued under parts 8710.0313 and 8710.0314, which expire on June 30, 2004, and after,
29.23 applicants must also include in their 125 clock hours instruction or other professional
29.24 development activities which evidence further reading preparation, consistent with Minnesota
29.25 Statutes, section 122A.06, subdivision 4. Effective for renewal of ~~professional~~ Tier 3 or 4
29.26 licenses issued under parts 8710.0313 and 8710.0314, which expire on June 30, 2005, and
29.27 after, applicants must also include in their 125 clock hours instruction or other professional

30.1 development activities which address further preparation in understanding the key warning
30.2 signs of early-onset mental illnesses in children and adolescents which may include depressed
30.3 mood, excessive fears and anxieties, changes in behavior and performance, failure to develop
30.4 peer relationships, impaired concentration and thinking, suicidal gestures, the potential
30.5 connection to substance use, and knowledge of steps to be taken if such warning signs are
30.6 observed. Effective for renewal of ~~professional~~ Tier 3 or 4 licenses issued under parts
30.7 8710.0313 and 8710.0314, that expire on June 30, 2012, and thereafter, applicants must
30.8 also include in their 125-clock hours instruction or other professional development activities
30.9 that integrate technology effectively with student learning to increase engagement and
30.10 student achievement.

30.11 Subp. 2a. **Renewal.** To renew a Tier 3 or 4 license, an applicant who has been
30.12 employed as a teacher during the renewal period of the expiring license must demonstrate
30.13 the completion of requirements of this subpart to a local continuing education/relicensure
30.14 committee for verification to the Professional Educator Licensing and Standards Board.

30.15 A. The applicant must show evidence of professional reflection and growth in
30.16 best practices in the following areas:

30.17 (1) district-approved cultural competency training;

30.18 (2) district-approved training in meeting the needs of English learners; and

30.19 (3) at least one year of development aligned to one of the InTASC Model
30.20 Core Teaching Standards and Learning Progressions for Teachers.

30.21 An applicant may satisfy the requirements of this item by submitting the teacher's most
30.22 recent summative evaluation or improvement plan aligned to the district's teacher
30.23 development and evaluation process. An applicant not teaching in a Minnesota district may
30.24 work with their local continuing education/relicensure committee or a board-established
30.25 relicensure committee for the purposes of providing evidence of renewal requirements.

31.1 B. The applicant must show evidence of professional development in the following
31.2 areas:

31.3 (1) positive behavior interventions under Minnesota Statutes, section
31.4 122A.187, subdivision 4;

31.5 (2) reading preparation under Minnesota Statutes, section 122A.187,
31.6 subdivision 5;

31.7 (3) mental illness training under Minnesota Statutes, section 122A.187,
31.8 subdivision 6; and

31.9 (4) at least one hour of suicide prevention training under Minnesota Statutes,
31.10 section 122A.187, subdivision 6.

31.11 Subp. 2b. Grandfather Clause.

31.12 A. For teachers renewing a Tier 4 license between July 1, 2018, and July 1, 2023,
31.13 the renewal application may use the new renewal requirements under subpart 2a or the prior
31.14 renewal requirements under subpart 2.

31.15 B. Teachers who held a five-year license in Minnesota that expired prior to July
31.16 1, 2018, may renew the license using the new renewal requirements under subpart 2a or the
31.17 prior renewal requirements under subpart 2. A five-year license renewed under this item is
31.18 converted to a Tier 4 license.

31.19 C. All renewal applications for licenses expiring after July 1, 2023, must use the
31.20 renewal requirements under subpart 2a.

31.21 [For text of subps 3 to 11, see M.R.]

31.22 **REPEALER.** (a) Minnesota Rules, parts 8700.7620; 8710.0300, subparts 1, 1a, 2, 2a, 2b,
31.23 3, 5, 6, 7, 8, 9, 10, and 11; 8710.0600; 8710.1000; 8710.1050; 8710.1250; 8710.1400; and
31.24 8710.1410, are repealed.

32.1 (b) Minnesota Rules, part 8710.7200, subpart 2, is repealed effective July 1, 2023.