

# TENNESSEE DEPARTMENT OF EDUCATION - OFFICE OF TEACHER LICENSING

710 JAMES ROBERTSON PARKWAY 4TH FLOOR ANDREW JOHNSON TOWER NASHVILLE TN 37243

<b>PRINT CLEARLY - Please provide full name - include any aliases</b>					
United States SSN - required		First Name	Middle Name	Last Name	Maiden Name/other last name aliases
Date of Birth-required	Gender	Street/P.O. Box		City	State      Zip Code
Telephone Number - include area code		E-mail address - where we can contact you if applicable			Cell Phone Number/Alternate Phone Number

**INFORMATION NEEDED FOR FEDERAL REPORTING - COMPLETE BOTH ETHNICITY & RACE**

**1. Ethnicity - Choose one**      Hispanic or Latino \_\_\_\_\_ Not Hispanic or Latino \_\_\_\_\_

**2. Race - Choose one or more**      American Indian or Alaska Native \_\_\_\_\_ Asian \_\_\_\_\_ Black or African American \_\_\_\_\_  
 Native Hawaiian - Other Pacific Islander \_\_\_\_\_ White \_\_\_\_\_

**PLEASE READ CAREFULLY BEFORE SIGNING - MUST BE COMPLETED**

**Personal Affirmation:** Failure to complete this section will result in your application being returned without processing. False statements made in this application may constitute grounds to take action, revoke or deny a license. Check the appropriate block for each question. DO NOT include matters that the State Board of Education has already investigated and found "No Probable Cause" to take any disciplinary action.

- Have you been convicted of a felony, including conviction on a plea of guilty, a plea of nolo contendere or order granting pre-trial diversion? \_\_\_\_\_ YES      \_\_\_\_\_ NO
- Have you been convicted of the illegal possession of drugs, including conviction on a plea of guilty, a plea of nolo contendere or an order granting pre-trial diversion? \_\_\_\_\_ YES      \_\_\_\_\_ NO
- Have you had a teacher's certificate/license revoked, suspended or denied, or have you voluntarily relinquished a certificate/license allowing a license expire does not apply) \_\_\_\_\_ YES      \_\_\_\_\_ NO
- Is there any action pending against your certificate/license or application in another state? \_\_\_\_\_ YES      \_\_\_\_\_ NO

**If you have answered "yes" to questions 1 or 2, please attach details of conviction, including date and place of conviction, and court certified copies of the judgment, conviction, and sentencing.**

**If you have answered "yes" to questions 3 or 4, attach details naming the state and/or issuing authority and explain circumstance.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**TRANSACTION (S) REQUESTED. (Check and complete following page(s) if applicable)**

**CHOOSE TYPE OF INITIAL TENNESSEE LICENSE DESIRED**

**(THIS SECTION ONLY APPLIES TO THOSE WHO HAVE NEVER HELD A TENNESSEE LICENSE OR DESIRING ADDITIONAL LICENSE TYPE)**

\_\_\_\_\_ INITIAL LICENSE-TN Institutions Only (Apprentice, Apprentice Special Group, Beginning Administrator, or Instructional Leader)      circle one

\_\_\_\_\_ OUT OF STATE LICENSE (Program completers outside of TN / USA or applying based upon interstate agreement)

\_\_\_\_\_ NON-PUBLIC SCHOOL LICENSE (Employment verification required)

\_\_\_\_\_ TRANSITIONAL LICENSE (Requires signature from TN Director of Schools and verification from approved institution/agency)

\_\_\_\_\_ INTERIM "B" LICENSE (Requires signature from Director of Schools, and verification from Dean of Education/Certification Officer at teacher preparation institution)

\_\_\_\_\_ INTERIM "D" LICENSE (Internship) (Requires signature of Dean of Education at teacher preparation institution)

\_\_\_\_\_ OCCUPATIONAL EDUCATION LICENSE (Apprentice Occupational)

\_\_\_\_\_ PERMIT (This is not a Tennessee teaching license and can only be applied for by a Tennessee Public School System)

\_\_\_\_\_ 3 YEAR INTERNATIONAL CREDENTIAL (Requires signature from Director of Schools, nonrenewable)

\_\_\_\_\_ JROTC LICENSE (Requires signature from TN Director of Schools)

\_\_\_\_\_ SPEECH/LANGUAGE PATHOLOGIST OR SPEECH/LANGUAGE TEACHER OR SCHOOL AUDIOLOGIST

\_\_\_\_\_ NATIONAL BOARD CERTIFICATION

**ADVANCEMENT TO APPRENTICE LEVEL OR PROFESSIONAL LEVEL LICENSE**

**ONLY APPLICABLE IF HELD A PREDECESSOR TENNESSEE LICENSE**

\_\_\_\_\_ ADVANCEMENT FROM APPRENTICE LEVEL TO PROFESSIONAL LEVEL (Professional, or Professional School Service Personnel)      circle one

\_\_\_\_\_ ADVANCEMENT FROM ALTERNATIVE "A" or ALTERNATIVE "C" OR ALTERNATIVE "E" TO APPRENTICE LEVEL (Apprentice or Out of State)      circle one

\_\_\_\_\_ ADVANCEMENT FROM INTERIM "B" TO APPRENTICE LEVEL (Apprentice or Out of State)      circle one

\_\_\_\_\_ ADVANCEMENT FROM INTERIM "D" TO APPRENTICE LEVEL

\_\_\_\_\_ ADVANCEMENT FROM ALTERNATIVE "I" OR ALTERNATIVE "II" (Apprentice or Out of State or Professional)      circle one

\_\_\_\_\_ ADVANCEMENT FROM TRANSITIONAL (Interim B, Apprentice or Professional)      circle one

\_\_\_\_\_ ADVANCEMENT FROM APPRENTICE OCCUPATIONAL TO PROFESSIONAL OCCUPATIONAL LICENSE

\_\_\_\_\_ CONVERSION FROM TENNESSEE TEACHING LICENSE TO SCHOOL SERVICE PERSONNEL LICENSE (Speech/Language only)

\_\_\_\_\_ ADVANCEMENT TO PROFESSIONAL LEVEL ADMINISTRATOR LICENSE

**RENEWAL OF OR AMENDMENT TO AN EXISTING LICENSE**

**ONLY APPLICABLE IF AMENDING AN EXISTING TENNESSEE LICENSE**

\_\_\_\_\_ RENEWAL OF LICENSE (Check one)

\_\_\_\_\_ 5 Year License (Apprentice/Apprentice Special Group/Out of State)      \_\_\_\_\_ JROTC      \_\_\_\_\_ 10 Year License (Professional/Professional Special Group)

\_\_\_\_\_ Administrator License (Beginning/Professional)      \_\_\_\_\_ 5 Year Apprentice Occupational License      \_\_\_\_\_ 10 Year Professional Occupational License

\_\_\_\_\_ Alternative A (Speech Lang. only)      \_\_\_\_\_ Interim B      \_\_\_\_\_ Interim D      \_\_\_\_\_ Transitional      \_\_\_\_\_ National Board Certification

\_\_\_\_\_ AMENDMENT TO ADD ADDITIONAL DEGREE TO TEACHING LICENSE (Check one of the following and attach official transcripts)

\_\_\_\_\_ Masters Degree      \_\_\_\_\_ Master's Degree +30 semester graduate hours      \_\_\_\_\_ Education Specialist      \_\_\_\_\_ Doctorate Degree

\_\_\_\_\_ AMENDMENT TO ADD ENDORSEMENT AREA (S) TO TEACHING LICENSE (Identify area to be added)

\_\_\_\_\_ NAME CHANGE (Requires a notarized copy of the marriage license, divorce decree, or court order that has generated the legal name change) Social Security card n/a

\_\_\_\_\_ ADDRESS CHANGE NOTIFICATION

\_\_\_\_\_ DUPLICATE LICENSE (Current valid Tennessee license only) (Requires second page of application to be notarized)

