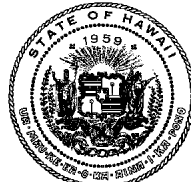


Hawai'i Teacher Standards Board
650 Iwilei Road, Suite 201
Honolulu, HI 96817
Attention: Licensing Section



Website: www.htsb.org
Email: licensingsection@htsb.org
Phone: (808) 586-2603
Fax: (808) 586-2606

APPLICATION FOR ADVANCED HAWAII TEACHING LICENSE

GENERAL INFORMATION & INSTRUCTIONS

Return this application to the Hawaii Teacher Standards Board at the address shown above. Incomplete applications cannot be processed.

Have you remembered to:

- Complete all information on this application.
- Sign and date this application.
- Make a copy of this application and supporting documents for your records.

1. PERSONAL INFORMATION Type or print in BLUE ink. You must answer all questions.

Social Security Number _____ - _____ - _____ Date of Birth _____ / _____ / _____
MM DD YYYY

Print name in CAPITAL LETTERS.

(LAST NAME) (FIRST NAME) (MIDDLE INITIAL)

Former/Maiden Name, if applicable:

(LAST NAME) (FIRST NAME) (MIDDLE INITIAL)

Mailing Address _____ City _____ State _____ Zip Code _____

Home Phone _____ OR Cell Phone _____

Non-Lotus Notes E-mail Address _____

If employed provide the name of the school or education office: _____

Are you employed by the Hawai'i Department of Education? _____ YES _____ NO

2. PROFESSIONAL FITNESS: You must answer all questions.

- YES NO Have you ever had a professional license or professional certificate sanctioned or disciplined by receiving a letter of censure, warning, reprimand, fine, probation or any other restriction or special condition?
- YES NO Have you ever been denied a professional license or certificate even if the certificate or license was later issued with conditions or limitations?
- YES NO Have you ever had a professional license or certificate suspended or revoked?
- YES NO Have you ever surrendered or relinquished a professional license or certificate during or following an investigation into allegations of misconduct?
- YES NO Do you have any current investigative or disciplinary action pending against a professional license or certificate or against an application for a professional license or certificate?
- YES NO Have you ever been dismissed or resigned employment during or following an investigation into allegations of misconduct?
- YES NO Have you been convicted or pled "nolo contendere" (no contest) to a felony or misdemeanor?
- YES NO Have you ever had any civil judgment or other court order entered against you resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking, or other threatening behavior toward other persons?

If you answered "yes" to any of the above questions, additional documentation may be requested after review of your application.

LICENSE and EXPERIENCE HISTORY: To be eligible for an Advanced License, you must be able to answer "yes" to both "A" **and** "B" and submit required documentation.

A. Do you hold at least a Standard teaching license from Hawai'i or another state? YES NO

Submit a notarized copy of your valid license (for out of state license holders only) with your application.

What teaching field(s) are you requesting on your license? See Page 3 for a list of Hawaii teaching fields. You may request all fields that appear on your out of state license that have a corresponding Hawaii license.

Teaching Field: _____ Grade Level: _____ (Pk-3; K-6, 5-9, 7-12, K-12)
Teaching Field: _____ Grade Level: _____ (Pk-3; K-6, 5-9, 7-12, K-12)
Teaching Field: _____ Grade Level: _____ (Pk-3; K-6, 5-9, 7-12, K-12)
Teaching Field: _____ Grade Level: _____ (Pk-3; K-6, 5-9, 7-12, K-12)

AND

B. Within the last eight (8) years do you have five (5) years of satisfactory full-time teaching experience under a Hawaii Standard License or its equivalent in other states? YES NO

Submit HTSB Form AL 3009, Verification of Qualifying Experience for Advanced License to your school or district to complete and send to HTSB.

3. ADVANCED DEGREE OR NATIONAL BOARD FOR PROFESSIONAL TEACHING STANDARDS CERTIFICATION: To be eligible for an Advanced License, you must be able to answer "yes" to either A **OR** B and submit required documentation.

A. Do you hold a master's, specialist's or doctoral degree from a regionally accredited institution in an area relevant to the field for which you are seeking an advanced license OR in a field that improves the practice of teaching? The degree cannot be the same one used to obtain your Standard License. YES NO

Submit an official or notarized copy of your transcript with your application. Applicants who completed a non-U.S. Degree: Submit official or notarized copy of Evaluation Report from Educational Credentials Evaluators, Inc.

OR

B. Do you have a current, valid certificate issued by the National Board for Professional Teaching Standards? YES NO

Submit a notarized copy of your valid National Board certification with this application.

5. FEES

License fee of \$240* (two hundred forty dollars) is the last requirement for your Advanced Hawai'i teaching license. When notified by email, go to www.htsb.org to submit your payment by eCheck or credit card. You may choose a payment plan of one, two, four or twelve payments.

If submitting a paper application, submit a cashier's check or money order made payable to the Hawai'i Teacher Standards Board (HTSB) with your application.

6. STATEMENT OF AFFIRMATION

I certify that the statements contained in this application are true and correct. I understand that misrepresentation or falsification is grounds for Board refusal to deny my application or impose other disciplinary sanctions.

SIGNATURE OF APPLICANT _____ DATE _____

Information on application is subject to release pursuant to the Freedom of Information Act.

HTSB License Fields

CTE- Natural Resources				7 - 12	
CTE- Natural Resources Vocational				7 - 12	
Art		K - 6		7 - 12	K - 12
CTE- Business				7 - 12	
CTE- Business Vocational		K - 6		7 - 12	K - 12
CTE- Arts and Communication		K - 6		7 - 12	K - 12
CTE- Arts and Communication Vocational		K - 6		7 - 12	K - 12
Drama/Theatre Arts		K - 6		7 - 12	K - 12
Early Childhood Education	PK - 3				
Elementary Education		K - 6			
English			5 - 9	7 - 12	
CTE- Public and Human Services				7 - 12	
CTE- Public and Human Services Vocational				7 - 12	
Guidance				7 - 12	
Hawaiian Language				7 - 12	
Hawaiian Language Immersion	PK - 3	K - 6		7 - 12	K - 12
Hawaiian Studies				7 - 12	
Health		K - 6		7 - 12	K - 12
CTE- Industrial and Engineering Technology				7 - 12	
CTE- Industrial and Engineering Technology Vocational				7 - 12	
Languages - Chinese				7 - 12	
Languages - Filipino				7 - 12	
Languages - French				7 - 12	
Languages - German				7 - 12	
Languages - Japanese				7 - 12	
Languages - Korean				7 - 12	
Languages - Latin				7 - 12	
Languages - Russian				7 - 12	
Languages - Spanish				7 - 12	
Mathematics			5 - 9	7 - 12	
Music		K - 6		7 - 12	K - 12
Physical Education		K - 6		7 - 12	K - 12
Reading		K - 6		7 - 12	K - 12
Reading Specialist					K - 12
School Counselor		K - 6	5 - 9	7 - 12	K - 12
School Librarian					K - 12
Science			5 - 9	7 - 12	
Social Studies			5 - 9	7 - 12	
Special Education	PK - 3	K - 6	5 - 9	7 - 12	K - 12
SPED – Blind/Visually Impaired	PK - 3				K - 12
SPED – Deaf/Hard of Hearing	PK - 3				K - 12
SPED - Mild/Moderate	PK - 3	K - 6	5 - 9	7 - 12	K - 12
SPED - Orientation and Mobility	PK - 3				K - 12
SPED - Orthopedically Handicapped	PK - 3				K - 12
SPED - Severe/Profound	PK - 3	K - 6	5 - 9	7 - 12	K - 12
Speech				7 - 12	
TESOL	PK - 3	K - 6	5 - 9	7 - 12	K - 12