

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



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

APPLICATION FOR STANDARD HAWAII TEACHING LICENSE

Return the application and all supporting documents requested below to the Hawaii Teacher Standards Board in one envelope. HTSB cannot complete the processing of your application until ALL requirements are met.

Have you remembered to:

- Complete all information on this application and supporting documents. Sign and date this application. Make a copy of this application and supporting documents for your records. You will be notified by email to go to www.htsb.org to make payment by eCheck or credit card.

SECTION 1. PERSONAL INFORMATION All fields must be answered.

Social Security Number - - Date of Birth MM DD YYYY

Print name in CAPITAL LETTERS.

(LAST NAME) (FIRST NAME) (MI)

Former/Maiden Name(s), if applicable:

(LAST NAME) (FIRST NAME) (MI)

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

(This Section is Optional - for statistical purposes only)

Ethnic Status: Check one or more category: Black Native American Filipino Hawaiian Japanese Korean Part-Hawaiian Puerto-Rican Samoan Chinese

White - Also includes persons of Indo-European descent, e.g., Pakistani and East Indian; and persons of Portuguese, Spanish, or Latin descent (excluding Filipino and Puerto Rican)

Mixed - Includes all mixtures other than Part-Hawaiian; all Part-Hawaiians, please check category listed above.

Other or unknown - Specify, if other

SECTION 2. PROFESSIONAL FITNESS All questions must be answered.

- 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 renewal application.

SECTION 3. LICENSE REQUESTED: Enter the license field(s) and level(s) you are requesting from Page 4.

Field _____	Level _____
Field _____	Level _____
Field _____	Level _____

SECTION 4. LICENSE HISTORY: Answer "yes" or "no" and submit Form OS 3009 with your application if required.

- A. Do you hold a valid teaching license from another state? YES NO
Note: Submit HTSB Form OS3009 to verify licensure and tests taken with your application. Do not submit this form if you answer "yes" to questions "B" and/or "C" below.
- B. Do you have a certificate issued by the National Board for Professional Teaching Standards? YES NO
Note: If "yes", enclose notarized copy of your NBPTS certificate and a notarized copy of your valid teaching certificate/license with your application. A NBPTS certified teacher is exempt from all testing requirements.
- C. Do you have a valid teaching license with the Meritorious New Teacher Candidate designation? YES NO
Note: If "yes", submit notarized copy of your valid teaching certificate/license with MNTC designation with your application. A MNTC designated teacher is exempt from all Praxis assessments.

SECTION 5. STATE APPROVED TEACHER EDUCATION PROGRAM OR EXPERIENCE ROUTE: Check the category (A. - F.) that applies to you and submit the required documentation with your application.

I completed the following State Approved Teacher Program(s):

A. If you completed a State Approved Teacher Education Program in Hawaii prior to 2002 or a SATEP in another state, submit Form LA3009, Institutional Recommendation with your application.

Note: Hawai'i teacher education candidates from 2002 and later who completed one of Hawaii's State Approved Teacher Education Programs do not submit the Institutional Recommendation as their institution will submit their name directly to HTSB.

_____ Name of Institution	_____ Program Field and Level	_____ Semester of Completion
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_____ Name of Institution	_____ Program Field and Level	_____ Semester of Completion
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- I did not complete a State Approved Teacher Education Program and am applying via the Experience Route.
- B. If you did **not** complete a State Approved Teacher Education Program, you must apply under the Experience Route. Submit *HTSB Form 4009 Verification of Qualifying Experience* **AND** notarized copy of valid teaching certificate/license from an other state with your application.
- I completed a non- U.S. teacher education program.
- C. **Non-U.S. Teacher Trained Applicants:** Include official or notarized copy of the *Evaluation Report* from Educational Credentials Evaluators, Inc. if you completed your teacher education program at a non-U.S. university/college.
- I hold a current, valid NBPTS certificate and a current, valid out of state teaching license.
- D. NOTE: NBPTS certified teachers are exempt from submitting evidence of a SATEP. Submit a notarized copy of your NBPTS certificate and your out of state license.
- I hold a current, valid out of state teaching license with the MNTC designation.
- E. NOTE: MNTC designated teachers are exempt from submitting evidence of a SATEP. Submit a notarized copy of your out of state license with the MNTC designation.
- I hold a current, valid out of state teaching license.
- F. NOTE: Teachers holding a current, valid out of state license may have their SATEP verified by their state agency on HTSB Form Confirmation of Licensure and Certification Tests Taken and do not need to submit the Institutional Recommendation as long as the other state verifies you completed a SATEP.

SECTION 6. TESTING REQUIREMENTS: Hawaii Praxis Tests OR Out of State Licensure Tests

Submit official passing Hawaii Praxis score reports for all Praxis tests required for your Hawai`i license with your application. If you indicated HTSB's score code "8620" when you registered for your Praxis test you are not required to submit another score report. Refer to the chart on Page 5.

NOTE: Teachers holding current, valid out of state license/certificate may be able to use licensure tests taken for their out of state license if the other state verifies that you passed tests in basic skills, pedagogy and content knowledge. Submit Form OS3009 to the state agency where you hold your out of state license.

NOTE: Applicants may submit official SAT Reading and Mathematics scores in lieu of the PPST Reading and Mathematics tests. Submit official or notarized copy of your SAT scores with your application.

NOTE: NBPTS certified teachers are exempt from all Praxis requirements.

NOTE: MNTC designated teachers are exempt from all Praxis requirements.

SECTION 7. LICENSE FEE: Submit the fee with your application unless you are applying online.

License fee of \$240* (two hundred forty dollars) is the last requirement for your initial Hawai`i teaching license. You will be notified by email to pay the five year license fee online at www.htsb.org by eCheck or Credit Card.

If you submit a cashier's check or money order made payable to the Hawai`i Teacher Standards Board (HTSB) your payment will be processed in the order received.

SECTION 8. STATEMENT OF AFFIRMATION Print this form and then sign your name in blue ink.

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 license 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 (Add by "Option A" ONLY)					K - 12
School Counselor		K - 6	5 - 9	7 - 12	K - 12
School Librarian (Add by "Option A" ONLY)					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

HAWAII PRAXIS TESTS

Licensure Area	PPST Required	Test Code	Qualifying Score
ALL LICENSURE AREAS	PPST Reading PPST Writing PPST Mathematics	10710 OR 5710 20720 OR 5720 10730 OR 5730	172* 171* 173*
* NOTE: Hawaii utilizes a composite score. Please refer to http://htsb.org/html/details/licensing/praxiscompositescore.html for an explanation of this.			

You should select the appropriate PLT and Subject Assessment(s) based on the Content Area and Grade Level of the State Approved Teacher Education Program you completed. This may not be the content area and grade level you are currently teaching if you are assigned to teach outside of your preparation field.

License Field	PRAXIS II PLT Required	Test Code	Qualifying Score	PRAXIS II Subject Assessment Required	Test Code	Qualifying Score
<i>CTE- Natural Resources 7-12</i>	PLT 7-12	0524	157	NONE		
<i>CTE- Natural Resources Vocational 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Art K-6</i>	PLT K-6	0522	163	Art: Content Knowledge	0133	166
<i>Art 7-12</i>	PLT 7-12	0524	157	Art: Content Knowledge	0133	166
<i>Art K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Art: Content Knowledge	0133	166
<i>CTE- Business 7-12</i>	PLT 7-12	0524	157	Business Education	0101	154
<i>CTE- Business Vocational 7-12</i>	PLT 7-12	0524	157	Business Education	0101	154
<i>Drama/ Theatre Arts K-6</i>	PLT K-6	0522	163	NONE		
<i>Drama/Theatre Arts 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Drama/Theatre Arts K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	NONE		
<i>Early Childhood Education PK-3</i>	PLT Early Childhood	0521	158	Education of Young Children	0021	160
<i>Elementary Education K-6</i>	PLT K-6	0522	163	Elementary Education: Content Knowledge	0014	153
<i>English 5-9</i>	PLT 5-9	0523	157	Middle School English Language Arts	0049	160
<i>English 7-12</i>	PLT 7-12	0524	157	English Language, Literature & Composition: Content Knowledge	0041	164
<i>CTE- Public and Human Services 7-12</i>	PLT 7-12	0524	157	Family & Consumer Sciences	0121	153
<i>CTE- Public and Human Services Vocational 7-12</i>	PLT 7-12	0524	157	Family & Consumer Sciences	0121	153

<i>Guidance 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Hawaiian Language 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Hawaiian Language Immersion K-6</i>	PLT K-6	0522	163	NONE		
<i>Hawaiian Language Immersion 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Hawaiian Language Immersion K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	NONE		
<i>Hawaiian Studies 7-12</i>	PLT 7-12	0524	157	Social Studies: Content Knowledge	0081	154
<i>Health K-6</i>	PLT K-6	0522	163	Health Education	0550	560
<i>Health 7-12</i>	PLT 7-12	0524	157	Health Education	0550	560
<i>Health K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Health Education	0550	560
<i>CTE- Industrial and Engineering Technology 7-12</i>	PLT 7-12	0524	157	Technology Education	0050	560
<i>CTE- Industrial and Engineering Technology Vocational 7-12</i>	PLT 7-12	0524	157	Technology Education	0050	560
LANGUAGES:						
<i>Chinese 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Filipino 7-12</i>	PLT 7-12	0524	157	NONE		
<i>French 7-12</i>	PLT 7-12	0524	157	World Languages: French	5174	162
<i>German 7-12</i>	PLT 7-12	0524	157	World Languages: German	5183	163
<i>Japanese 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Korean 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Latin 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Russian 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Spanish 7-12</i>	PLT 7-12	0524	157	World Languages: Spanish	5195	168
<i>Mathematics 5-9</i>	PLT 5-9	0523	157	Middle School Mathematics	0069	143
<i>Mathematics 7-12</i>	PLT 7-12	0524	157	Mathematics: Content Knowledge	0061	136
<i>Music K-6</i>	PLT K-6	0522	163	Music: Content Knowledge	0113	139
<i>Music 7-12</i>	PLT 7-12	0524	157	Music: Content Knowledge	0113	139
<i>Music K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Music: Content Knowledge	0113	139
<i>Physical Education K-6</i>	PLT K-6	0522	163	Physical Education: Content Knowledge	0091	155
<i>Physical Education 7-12</i>	PLT 7-12	0524	157	Physical Education: Content Knowledge	0091	155
<i>Physical</i>	PLT K-6	0522	163	Physical	0091	155

<i>Education K-12</i>	OR PLT 5-9 OR PLT 7-12	OR 0523 OR 0524	157 157	Education: Content Knowledge		
<i>Reading K-6</i>	PLT K-6	0522	163	Teaching Reading	0204	159
<i>Reading 7-12</i>	PLT 7-12	0524	157	Teaching Reading	0204	159
<i>Reading K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Teaching Reading	0204	159
<i>Reading Specialist K-12</i> <i>NOTE: You CANNOT use this test to add the field of Reading Specialist to a license. It should only be used by applicants who have completed a SATEP in Reading SPECIALIST.</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Reading Specialist	0300	540
<i>School Counselor K-6</i>	PLT K-6	0522	163	School Guidance & Counseling	0420	580
<i>School Counselor 5 -9</i>	PLT 5-9	0523	157	School Guidance & Counseling	0420	580
<i>School Counselor 7-12</i>	PLT 7-12	0524	157	School Guidance & Counseling	0420	580
<i>School Counselor K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	School Guidance & Counseling	0420	580
<i>School Librarian K-12</i> <i>NOTE: You CANNOT use this test to add the field of School Librarian to a license.</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Library Media Specialist	0311	148
<i>Science 5-9</i>	PLT 5-9	0523	157	Middle School Science	0439	148
<i>Science 7-12</i>	PLT 7-12	0524	157	Choose ONE of these: Physical Science: Content Knowledge OR Physics: Content Knowledge OR Biology: Content Knowledge OR Chemistry: Content Knowledge	0481 OR 0265 OR 0235 OR 0245 OR 0435	149 153 151 154 152

				OR General Science: Content Knowledge		
<i>Social Studies 5-9</i>	PLT 5-9	0523	157	Middle School Social Studies	0089	152
<i>Social Studies 7-12</i>	PLT 7-12	0524	157	Social Studies: Content Knowledge	0081	154
<i>READ CAREFULLY</i> <i>DUAL Programs Consisting of Special Education AND Another License Field</i>	PLT should match the grade level of your program.			The Praxis Special Education Test Required for your type of Program (Example: Special Education, SPED Mild/Moderate, SPED Severe/Profound, etc.) AND The Content Test in the other field of your SATEP Refer to the other license field on this list for additional required content test.		
<i>Special Education PK-3</i>	PLT Early Childhood	0521	158	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>Special Education K-6</i>	PLT K-6	0522	163	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>Special Education 5-9</i>	PLT 5-9	0523	157	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>Special Education 7-12</i>	PLT 7-12	0524	157	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>Special Education K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Blind/Visually Impaired PK-3</i>	PLT Early Childhood	0521	158	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Blind/Visually Impaired K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Deaf/Hard of Hearing PK-3</i>	PLT Early Childhood	0521	158	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Deaf/Hard of Hearing</i>	PLT K-6 OR	0522 OR	163	Education of Exceptional	0353	152

K-12	PLT 5-9 OR PLT 7-12	0523 OR 0524	157 157	Students: Core Content Knowledge		
<i>SPED Mild/Moderate PK-3</i>	PLT Early Childhood	0521	158	Special Education: Core Knowledge and Mild to Moderate Applications	0543	158
<i>SPED Mild/Moderate K- 6</i>	PLT K-6	0522	163	Special Education: Core Knowledge and Mild to Moderate Applications	0543	158
<i>SPED Mild/Moderate 5- 9</i>	PLT 5-9	0523	157	Special Education: Core Knowledge and Mild to Moderate Applications	0543	158
<i>SPED Mild/Moderate 7- 12</i>	PLT 7-12	0524	157	Special Education: Core Knowledge and Mild to Moderate Applications	0543	158
<i>SPED Mild/Moderate K- 12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Special Education: Core Knowledge and Mild to Moderate Applications	0543	158
<i>SPED Orientation and Mobility PK-3</i>	PLT Early Childhood	0521	158	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Orientation and Mobility K-12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Orthopedically Handicapped PK-3</i>	PLT Early Childhood	0521	158	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Orthopedically Handicapped K- 12</i>	PLT K-6 OR PLT 5-9 OR PLT 7-12	0522 OR 0523 OR 0524	163 157 157	Education of Exceptional Students: Core Content Knowledge	0353	152
<i>SPED Severe/Profound PK-3</i>	PLT Early Childhood	0521	158	Special Education: Core Knowledge and Severe to Profound Applications	0545	158
<i>SPED Severe/Profound K-6</i>	PLT K-6	0522	163	Special Education: Core Knowledge and Severe to Profound Applications	0545	158
<i>SPED Severe/Profound 5-9</i>	PLT 5-9	0523	157	Special Education: Core Knowledge and Severe to Profound Applications	0545	158
<i>SPED Severe/Profound 7-12</i>	PLT 7-12	0524	157	Special Education: Core Knowledge and Severe to Profound	0545	158

				Applications		
<i>SPED Severe/Profound K-12</i>	PLT K-6	0522	163	Special Education: Core Knowledge and Severe to Profound Applications	0545	158
	OR PLT 5-9	0523	157			
	OR PLT 7-12	0524	157			
<i>Speech 7-12</i>	PLT 7-12	0524	157	NONE		
<i>Teaching English to Speakers of Other Languages PK-3</i>	PLT Early Childhood	0521	158	English to Speakers of Other Languages	0361	140
<i>Teaching English to Speakers of Other Languages 5-9</i>	PLT 5-9	0523	157	English to Speakers of Other Languages	0361	140
<i>Teaching English to Speakers of Other Languages K-6</i>	PLT K-6	0522	163	English to Speakers of Other Languages	0361	140
<i>Teaching English to Speakers of Other Languages 7-12</i>	PLT 7-12	0524	157	English to Speakers of Other Languages	0361	140
<i>Teaching English to Speakers of Other Languages K-12</i>	PLT K-6	0522	163	English to Speakers of Other Languages	0361	140
	OR PLT 5-9	0523	157			
	OR PLT 7-12	0524	157			