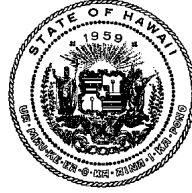


Hawai'i Teacher Standards Board 650 Iwilei Road, Suite 201 Honolulu, HI 96817 Attention: Licensing Section



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

APPLICATION FOR ONE YEAR RENEWABLE HAWAII CAREER AND TECHNICAL EDUCATION SPECIAL PERMIT

NOTE: You must reapply for the CTE Special Permit each year for up to five (5) years.

1. PERSONAL INFORMATION Type or print in blue ink.

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

Full Name Print in CAPITAL LETTERS.

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

Former/Maiden Name(s):

(LAST NAME) (FIRST NAME) (MI)

Current Mailing Address

City State Zip Code

Home Phone OR Cell Phone

Non Lotus Notes E-mail Address:

Indicate your Hawaii DOE work site:

2. PROFESSIONAL FITNESS

- 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.

**3. WORK EXPERIENCE AND LICENSE HISTORY**

A. In what field(s) below are you requesting a special permit? \_\_\_\_\_

Permit Field	Level
CTE- Natural Resources	7 - 12
CTE- Natural Resources Vocational	7 - 12
CTE- Business	7 - 12
CTE- Business Vocational	7 - 12
CTE- Arts and Communication	7 - 12
CTE- Arts and Communication Vocational	7 - 12
CTE- Public and Human Services	7 - 12
CTE- Public and Human Services Vocational	7 - 12
CTE- Industrial and Engineering Technology	7 - 12
CTE- Industrial and Engineering Technology Vocational	7 - 12

B. Do you hold a valid industry license or industry certification from Hawai'i or another state in the field you are requesting?

\_\_\_YES \_\_\_NO If "yes," type of license/certificate \_\_\_\_\_, issuing state \_\_\_\_\_

Expires: \_\_\_/\_\_\_/\_\_\_\_\_

C. Do you have three years of satisfactory, full-time work experience in this field?

\_\_\_YES \_\_\_NO

*The Recommendation to Receive Career & Technical Education Special Permit must be submitted directly to HTSB from the State of Hawaii Office of Human Resources Department.*

**4. FEE**

**The special permit fee of \$48 (forty-eight dollars), renewable annually for up to five years, is the last requirement for your Hawai'i Career and Technical Education Special Permit.** You will be notified by email to submit payment online at [www.htsb.org](http://www.htsb.org).

*It is your responsibility to renew your permit online at [www.htsb.org](http://www.htsb.org) prior to the expiration date every year.*

**5. 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 approve 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.
- Applications and supporting documentation become the property of HTSB.

***HTSB cannot complete the processing of special permit application until ALL requirements are met. Applications become the property of HTSB.***