

**TITLE: Advanced License Fee Payments**

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The Hawaii Teacher Standards Board approves the following regarding payment of the ten-year Advanced License fee payment effective immediately:

1. Licensees with an effective license date July 1, 2011 through June 30, 2016 have one of the following options for payment of their license fees via the automated HTSB checkout system on [www.htsb.org](http://www.htsb.org) using a credit card or eCheck:
  - a. Make full payment of the license fee of \$480.00 at the time of licensure or renewal for the new ten-year license period. The licensee will pay the online processing fee;  
OR
  - b. Make two payments of \$240.00 each at the time of licensure and by June 30<sup>th</sup> of the fifth year of the license. The licensee will pay the online processing fee;  
OR
  - c. Make yearly payments of the first five years of the license fee of \$48.00 by June 30<sup>th</sup> of each year. At year five, the remainder of the fee will be due. The licensee will pay the online processing fee.  
OR
  - d. Make full payment of the license fee of \$480.00 by cashier's check or money order, payable to the Hawaii Teacher Standards Board, mailed or presented to the HTSB office. No processing fee will be assessed.
  
2. Licensees with an effective date on or after July 1, 2016 must:
  - a. Make full payment of the license fee at time of license issuance or renewal;  
AND
  - b. Use the online system to pay their license fees, including the online processing fee, via the automatic HTSB checkout system on [www.htsb.org](http://www.htsb.org) using a credit card or eCheck.

**Submitted by:** Terry Lynn Holck

**Referred to:** Budget, Personnel and Strategic Planning Committee