

**TITLE: Forfeited Status for Hawaii Teaching Licenses**

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The Hawaii Teacher Standards Board approves the following process for automatic conversion of a Hawaii teaching license to forfeited status due to non-payment of license fees effective January 1, 2013:

- a. When an individual fails to pay their license fee according to the method they selected in their online account at [www.htsb.org](http://www.htsb.org), an automatic email notification will be sent to the individual that their payment is overdue and that they will be assessed a \$25.00 Late Fee in addition to the license fee. The license status will be converted from “active” to “forfeited” thirty days following the date that the fee becomes delinquent;
- b. An individual with a forfeited license shall not be considered a licensed teacher;
- c. An individual with a forfeited license may restore their license to active status prior to the license expiration date by paying all applicable license and late fees to bring their license current;
- d. A restored license will expire on the expiration date listed on the license.
- e. A forfeited license is not eligible for renewal.
- f. Once a license is expired an individual must reapply for a new license under current criteria.

**Submitted by:** Terry Lynn Holck

**Referred to:** Committee of the Whole