

**TITLE: The Granting of a Posthumous HTSB License**

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The Hawai'i Teacher Standards Board (HTSB) extends compassion and understanding to the families of teacher candidates who pass away near or at the completion of achieving teacher licensure. In recognition of the teacher candidates' efforts and achievements towards licensure and on a case-by-case basis, HTSB may award a posthumous HTSB license.

The below policy outlines the criteria and procedure for requesting a posthumous HTSB teaching license.

- The teacher candidate must have been enrolled in an HTSB approved Educator Preparation Program (EPP).
- A formal written request is submitted to HTSB.
  - The formal written request may be initiated by any of the following:
    - A family member
    - A representative from the teacher candidate's EPP (e.g., Dean of the college or the Dean's designee, an EPP administrator)
- Additional information or documentation may be requested by HTSB.
- The Board will have the final approval in awarding the posthumous teaching license.
- All decision making for a posthumous license will be done in Executive Session at a regularly scheduled Board meeting.

**Rationale/Background:**

At the request of an HTSB approved EPP, this posthumous license is to honor and recognize the commitment demonstrated toward a teacher candidate becoming a licensed teacher.

**Cost:**

Postage cost \$5.00 to \$10.00

**Submitted by:** Branden Kawazoe

**Referred to:** Teacher Education Committee