



## **New HTSB Online Licensing System Launch**

The new Hawaii Teacher Standards Board online licensing system and website has launched as of Monday, July 31, 2017.

This is your new username and password information to access your account:

Username: *will be provided in individual email*

Password: *will be provided in individual email*

Please log in at <https://www.hawaiiteacherstandardsboard.org/auth/login/> to reset your password and set new security questions.

Please review the "My Profile" tabs and confirm that your data is correct. You may add or correct any information as necessary.

Here are a few of the changes you will see in the new system:

- The new website address is [www.hawaiiteacherstandardsboard.org](http://www.hawaiiteacherstandardsboard.org).
- License and permit numbers have changed.
- All fees are payable online.
- There will be an application fee of \$25 for initial licenses and permits.
- There will be a \$2 online processing fee per transaction. HTSB does not retain this transaction fee.
- Permit and license fees are \$54 a year.
- The annual DOE license payment is now automated. Read the "Hawaii License and Permit Fee Payment" Memo to check if you qualify.
- Praxis scores are now viewable in accounts if you included HTSB as a recipient.
- Licensing and permit history will be viewable.

If you had a pending or completed but unpaid application that was canceled due to our transition, all submitted supplemental documents were transferred to the new account. However, you will need to reapply in the new system.

Our hope is that the updated system will enhance service to Hawaii educators. We thank you for your patience and cooperation through this transition to our new system.

Please contact us at [htsb@hawaii.gov](mailto:htsb@hawaii.gov) or 808-586-2600 if you have any questions.

Sincerely,  
HTSB