

## REQUIREMENTS FOR AN ADVANCED LICENSE (rev. 11/22)

There are three options to meet the requirements for this license. A renewable standard license may be granted for ten (10) years when you meet the criteria below.

**ALL OPTIONS** must submit in the Documents tab of your HTSB account of upload a .jpg, PDF or Word copy of:

1. A Social Security Card. This item does not apply to previously employed and current Hawaii Department of Education and Hawaii State Public Charter School teachers who have already provided the required information.
2. A valid government-issued photo identification. Government-Issued Photo Identification Accepted by HTSB:
  - A valid U.S. passport or passport card.
  - A valid international passport or passport card.
  - A valid driver's license issued by any U.S. state.
  - A valid identification card issued by any U.S. state.
  - A valid U.S. military or military-dependent identification card.
  - A valid U.S. Coast Guard Merchant Mariner identification card, or
  - A Native American Tribal Document

Information on the photo identification provided to HTSB must match the profile information on the HTSB account and all documents submitted. Further documentation may be required if needed.

### **OPTION A REQUIREMENTS: National Board Certified Teachers**

1. Possess a bachelor's degree from a regionally accredited institution or the equivalent from a non-U.S. institution.
2. You have a valid unrevoked National Board Certification.
3. You have a valid standard teaching license from Hawaii or another recognized jurisdiction.
4. Clear the professional fitness check.
5. Verify five (5) years out of the last eight (8) years of full-time teaching experience in a P-12 school or another jurisdiction.

### **OPTION B REQUIREMENTS: Advanced Degree**

1. You earned a master's, specialist or doctoral degree or you have passed thirty hours of graduate coursework from a regionally accredited institution either in an area relevant to the field for which a license is sought or which improves professional practice. This degree or coursework cannot be what you used to obtain your initial license. You have a valid standard teaching license from Hawaii or another recognized jurisdiction.
2. You have a valid standard teaching license from Hawaii or another recognized jurisdiction.
3. Clear the professional fitness check.
4. Verify five (5) years out of the last eight (8) years of full-time teaching experience in a P-12 school or another jurisdiction.



### **OPTION C REQUIREMENTS: Teacher Leader**

1. Possess a bachelor's degree from a regionally accredited institution or the equivalent from a non-U.S. institution.
2. You are designated as a teacher leader or master teacher by the Hawaii Department of Education, Hawaii Charter School or a member school of the Hawaii Association of Independent Schools.
3. You have a valid standard teaching license from Hawaii or another recognized jurisdiction.
4. Clear the professional fitness check.
5. Verify five (5) years out of the last eight (8) years of full-time teaching experience in a P-12 school or another jurisdiction.