

State Licensure- Guide to Educational Licensure Outside of Illinois

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DISCLAIMER: No one at Illinois State University is an expert in other State's licensure processes. It is the responsibility of the teacher candidate to thoroughly research the steps necessary to obtain licensure outside of Illinois. Please realize that each State's licensure process and requirements are different. This guide is a reflection of common processes but may not include all steps. Please research the State of interest/where you would like to apply to for specific guidance.

You should have licensure in Illinois before applying for out of state licensure.

- For many States previous licensure will be the initial requirement.
- You may be able to start completing documents, tests and other requirements early.

Step 1- Choose a State

- Go to the State website and research the application process (view state licensing board page for website links)
 - Note: Most States refer to 'certification.' Illinois calls it 'licensure.'
- Questions to consider:
 - What type of reciprocity is there between Illinois and the State of interest?
 - Each State will have specific requirements for certification/licensure. Typically, your degree is reciprocal but you will still need to meet each State's requirements for certification/licensure.
 - Are Illinois licensure structures similar to the State of interest? (research grade levels, subjects)
 - Example- Special Education can be licensed differently in each State. Research and understand if differences exist from Illinois to your State of interest.
 - Will I need additional coursework for my license?
 - Some States require specific coursework for certification/licensure. Illinois requires minimum reading, ESL and special education coursework of all licensure candidates. Other States may have similar or different requirements.

Step 2- Determine Application Requirements

- Testing requirements- Determine if the State of interest requires specific content tests, basic skills or edtpa equivalent tests.
 - Some States accept Illinois test scores while others may require additional testing.
 - Send appropriate test scores to the State of interest or register and take the required licensure tests.
 - Important-You may be able to take testing requirements before you finalize your Illinois license.
- Transcripts- Determine when and where they need to be sent for your application file.
 - Should not be sent until graduation has posted. (Option on transcript request form)
- Out of State verification form- Determine if the State has an out-of-State form that must be completed by the University in which you received your licensure entitlement(s). These forms are commonly used to show verification that you completed an education program.
 - Undergraduate Licensure programs are completed by ISU's Registrar's office.
 - Graduate Licensure programs are completed by the Lauby Teacher Education Center.
- Work experience verification form- Shows proof of educational work experience.
 - This would show teaching experience and is commonly completed by your past school district(s).

Step 3- Apply

- Read through all requirements and collect all needed paperwork in a timely fashion.
 - Send application materials as specified by the State application requirements.
- Keep personal records of all application materials and forms for possible future questions.
- Be patient- This process may take only a few weeks or it can sometimes take several months.

State	State Board of Education Website	Out-of-State Licensure Information
Alabama	http://www.alsde.edu/sites/boe/Pages/home.aspx	https://www.alsde.edu/sec/ec/Pages/outofstatecertificates-all.aspx
Alaska	https://education.alaska.gov/State_Board/	https://education.alaska.gov/teachercertification/initial.html
Arizona	https://azsbe.az.gov/	http://www.azed.gov/educator-certification/certificate-requirement/reciprocal-certificates/
Arkansas	http://www.arkansased.gov/state-board	http://www.arkansased.gov/divisions/human-resources-educator-effectiveness-and-licensure/educator-licensure-unit/licensure-by-reciprocity
California	http://www.cde.ca.gov/be/	http://www.ctc.ca.gov/credentials/out-of-state.html
Colorado	https://www.cde.state.co.us/cdeboard	https://www.cde.state.co.us/cdeprof/licensure_outstate_fa9
Connecticut	http://www.sde.ct.gov/sde/cwp/view.asp?a=2683&q=32228	http://www.sde.ct.gov/sde/lib/sde/pdf/cert/obtaining1109aw.pdf
Delaware	http://www.doe.k12.de.us/	https://deeds.doe.k12.de.us/registration/deeds_reg_outofstate.aspx
Florida	http://www.fldoe.org/	http://www.fldoe.org/teaching/certification/pathways-routes/certified-teacher-or-administrator.shtml
Georgia	https://www.gadoe.org/External-Affairs-and-Policy/State-Board-of-Education/Pages/default.aspx	http://www.gapsc.com/MovetoGeorgia/MovetoGeorgia.aspx
Hawaii	http://www.hawaii.boe.net/Pages/Welcome.aspx	http://www.htsb.org/licensing-permits/licensing-permits-overview/
Idaho	https://boardofed.idaho.gov/	http://www.sde.idaho.gov/cert-psc/cert/apply/out-of-state.html
Illinois	https://isbe.net	http://isbe.net/licensure/html/out_of_state.htm
Indiana	http://www.in.gov/sboe/	http://www.doe.in.gov/licensing/out-state-graduates
Iowa	http://www.boee.iowa.gov/	http://www.boee.iowa.gov/how_do_i/become_a_teacher.html
Kansas	http://www.ksde.org/Board	http://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation/Licensure/License-Application/Form-2-Initial-Out-of-State
Kentucky	http://www.kyepsb.net/certification/	http://www.kyepsb.net/certification/certstandardroutes.aspx
Louisiana	http://www.louisianabelieves.com/	https://www.teachlouisiana.net/Teachers.aspx?PageID=3204#OS
Maine	http://www.maine.gov/sbe/	https://www.maine.gov/doe/cert/
Maryland	http://www.marylandpublicschools.org/MSDE/divisions/certification/	http://www.marylandpublicschools.org/MSDE/divisions/certification/certification_branch.html
Massachusetts	http://www.doe.mass.edu/boe/	http://www.mass.gov/edu/government/departments-and-boards/ese/programs/educator-effectiveness/licensure/
Michigan	http://www.michigan.gov/mde/0,1607,7-140-5373---,00.html	http://www.michigan.gov/mde/0,4615,7-140-5683_57223-247108--,00.html
Minnesota	http://education.state.mn.us/mde/index.html	http://education.state.mn.us/MDE/EdExc/Licen/AppOutStateCountry/
Mississippi	http://www.mde.k12.ms.us/MBE	http://www.mde.k12.ms.us/OEL/RL
Missouri	https://dese.mo.gov/state-board-education	https://dese.mo.gov/educator-quality/certification/out-state-information
Montana	http://bpe.mt.gov/	http://opi.mt.gov/cert/FAQ/faq.html#license
Nebraska	https://www.education.ne.gov/stateboard/Index.html	https://www.education.ne.gov/tcert/pdfs/Reciprocity.pdf
Nevada	http://www.doe.nv.gov/State_Board_of_Education/	http://www.doe.nv.gov/Educator_Licensure/Reciprocity/
New Hampshire	http://education.nh.gov/state_board/	http://education.nh.gov/certification/alternatives.htm
New Jersey	http://www.state.nj.us/education/sboe/	http://www.state.nj.us/education/educators/license/out/reciprocity.htm
New Mexico	http://ped.state.nm.us/ped/index.html	http://www.ped.state.nm.us/ped/LicensureDocs/2016/TEACHER%20RECIPROCITY.pdf
New York	http://www.nysed.gov/	http://www.highered.nysed.gov/tcert/certificate/teachrecother.html
North Carolina	http://stateboard.ncpublicschools.gov/	http://www.ncpublicschools.org/licensure/beginning/

State	State Board of Education Website	Out-of-State Licensure Information
North Dakota	https://www.nd.gov/espb/	https://www.nd.gov/espb/licensure/
Ohio	http://education.ohio.gov/State-Board	http://education.ohio.gov/Topics/Teaching/Licensure/Out-of-State-Licensure
Oklahoma	http://sde.ok.gov/sde/	http://sde.ok.gov/sde/faqs/teacher-certification
Oregon	http://www.ode.state.or.us/search/results/?id=144	https://www.oregon.gov/tspc/Pages/Out_of_State.aspx
Pennsylvania	http://www.stateboard.education.pa.gov/Pages/default.aspx#.V2Q5bzXGpJc	http://www.education.pa.gov/Documents/Teachers-Administrators/Certifications/Frequently%20Asked%20Questions/Applicants%20Prepared%20Out-of-State.pdf
Rhode Island	http://www.ride.ri.gov/	http://www.ride.ri.gov/TeachersAdministrators/EducatorCertification/PathwaystoRICertification.aspx#23212-reciprocity
South Carolina	http://ed.sc.gov/	http://ed.sc.gov/educators/teaching-in-south-carolina/out-of-state-teachers/reciprocity-programs/
South Dakota	http://doe.sd.gov/board/	http://doe.sd.gov/oatq/teachercert.aspx#LDN
Tennessee	https://www.tn.gov/sbe/	https://www.tn.gov/education/article/licensure-changes-for-out-of-state-applicants
Texas	http://tea.texas.gov/About_TEA/Leadership/State_Board_of_Education/SBOE_-_State_Board_of_Education/	http://tea.texas.gov/Texas_Educators/Certification/Out-of-State_Certification/Out-of-State_Certified_Educators/
Utah	http://www.schools.utah.gov/board/	http://www.schools.utah.gov/cert/Alternative-Routes-to-Licensure.aspx
Vermont	http://education.vermont.gov/state-board	http://education.vermont.gov/licensing/become-an-educator/reciprocity
Virginia	http://www.doe.virginia.gov/boe/	http://www.doe.virginia.gov/teaching/licensure/application_info_out-of-state_programs.pdf
Washington	http://www.sbe.wa.gov/	http://www.k12.wa.us/certification/TeacherMain.aspx
West Virginia	https://wvde.state.wv.us/boe/	https://wvde.state.wv.us/certification/
Wisconsin	http://dpi.wi.gov/	http://dpi.wi.gov/tepd/paths/oos/applicants
Wyoming	https://edu.wyoming.gov/board/	http://www.teaching-certification.com/teaching/wyoming-teacher-reciprocity.html