

Educator Licensure Regulations & Procedures

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Educator Licensure

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District Resources

- Superintendent's & Central Office Staff can contact us via the Commissioner's Licensure Hotline with any Licensure Questions – 781-338-3065.
- Want to find out the staff of all your staff or the staff in a particular building or department? You can do so easily via the Licensure Status Drop Box
 - Upload an Excel spreadsheet including the name and MEPID & the next day a file is available for you to retrieve.



District Resources

- **Expedites** – authorized district staff can expedite an application directly when it is in a ready for review status. Expedites are typically processed within 24–48 hours.
- By selecting the expedite button in ELAR, anytime the application is ready within 90 days, the application will be expedited.



Activity History

For a general description of common ELAR statuses, please [Click Here](#).

Note to School Districts: Before making employment decisions based on this data, particularly data that indicates a status of revoked, denied, limited or suspended, please confirm its accuracy. If you notice any inaccuracy, please contact the Department immediately by sending an email to elaronline@mass.gov.

**Note: Appropriate date on file.

Application Type	Activity	Credential	Date Applied	Date Issued	Status	Renewal/Expiration Date
ACADEMIC	Licensure	Chemistry, 8-12, Initial	June 4, 2021		Ready for Review	
ACADEMIC	Waiver	Chemistry, 8-12, Initial	July 8, 2021		Ready for Review	June 30, 2022
ACADEMIC	Licensure	Dance, All Levels, Emergency	February 10, 2021	April 5, 2021	Licensed	June 30, 2022
ACADEMIC	Licensure	Elementary, 1-6, Initial	February 10, 2021	February 10, 2021	Licensed	
ACADEMIC	Licensure	Reading, All Levels, Initial	April 20, 2021		Ready for Review	
ACADEMIC	Licensure	Special Education Administrator, All Levels, Emergency	February 10, 2021		Ready for Review	
VOCED	Licensure	Early Education and Care, 9-14, Emergency	May 24, 2021		Ready for Review	

Click  button on the left side to see relicensure records and click  button to collapse.

Documents

To view documents press [View Documents](#)

License Information - View/Print

To view your information press [View/Print](#)

Expedite Requests

To make an expedite request press [Expedite Request](#)

Elementary & Secondary Education

News District/School Administration Educator Services Assessment/Accountability Family & Community

ELAR Home • Logout

Expedite Request Confirmation!

You have successfully submitted a request to expedite the license applications for Jack Hoggins. The applicant will receive feedback via ELAR within 2 business days. If you have any questions, please contact the Commissioner's Hotline for Licensure at 781-338-3065.

[Done](#)

Massachusetts Department of Elementary & Secondary Education

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District Resources

- Educators now have the ability to authorize a district to view their correspondence history and MTEL history.

Inquiry - Activity Summary

https://gateway.edu.state.ma.us/elar/inquiry/InquiryProcess.ser?COMMAND.noSearch

ACADEMIC	Licensure	Social Studies, 5-9, Professional	April 9, 1997	April 24, 1997	Invalid	April 23, 2002	
ACADEMIC	Licensure	Social Studies, 9-12, Professional	April 9, 1997	April 24, 1997	Invalid	April 23, 2002	
ACADEMIC	Licensure	Superintendent/Assistant Superintendent, All Levels, Initial	May 5, 2007		Idle		
	Hard Copy		June 9, 2021		Approved		
	Hard Copy		August 16, 2018		Approved		
	Hard Copy				Awaiting Payment		
	Hard Copy				Awaiting Payment		
	Hard Copy				Awaiting Payment		

Click button on the left side to see relicensure records and click button to collapse.

Correspondence
To view/print correspondence press [Correspondence History](#) [Custom Correspondence](#) [Give Districts Access](#)

Documents
To view documents press [View Documents](#)
To upload documents press [Upload Documents](#)

Affidavit History
To view the affidavit history press [Affidavit History](#)

Payment History
To view the payment history and/or make a payment press [View Payment History](#)

TEST Results
To view the TEST results press [View Test Results](#) [Give Districts Access](#)

College Endorsements
To view college endorsements press [View College Endorsement](#)

License Information - View/Print
To view your information press [View/Print](#)

Expedite Requests
To make an expedite request press [Expedite Request](#)

Done

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https://gateway.edu.state.ma.us/elar/common/OrganizationSearchPostControl.ser?COMMAND.LTR

Mass.gov
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Become an Educator Licensure Career Advancement Teaching/Learning Preparing Educators Admin

ELAR Home · Logout

Select Districts to access your Correspondence History

Type to Search for School Districts

Please click on below submit button to save all the selected school districts.

Below districts will have access to Correspondence History for 90 days since the day you grant access

Type to Search in School Districts

School District Groups/Schools

- Special Education Agency
- Charter District
- Special Education School
- Collaborative
- Public School District

Group/Organization Name	Org Code	Actions
Special Education Agency		Add All
Amego, Inc.	50010000	Add
Archway, Inc.	50030000	Add
Boston College Campus School	50060000	Add
Boston Higashi School, Inc.	50070000	Add
Brandon Residential Treatment Center	50080000	Add
Broccoli Hall, Inc.	50110000	Add
Camp Sunshine, Inc.	50800000	Add

Other Resources

- Requirements tool – plug in the license you want, identify who the candidate is – first license, out of state, etc. and it tells you the requirements: [Licensure Requirements Tool \(state.ma.us\)](https://state.ma.us)
- YouTube Channel – Over 40 videos on how to get licensed – available for teacher, professional support, & administrator licensure, how to apply in ELAR, SEI Endorsement, etc. [Massachusetts Office of Educator Licensure – YouTube](#)
- Licensure Homepage – www.doe.mass.edu/Licensure



0 Emergency License & Extensions

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Emergency Licenses – we have “OLD” & “NEW”

Educator with an Emergency license ("old" or "new")

Educator wanting to apply for "new" emergency license

Educator applies for an extension and meets the criteria for extension

Educator does not meet the criteria to extend; district may apply for hardship waiver

Educator must complete requirements and apply by November 7th



Emergency Licensure Update – Extension of "old" licenses

- If you have educators on the "old" Emergency license (issued between June 2020 and December 12, 2021)
 - Educators with these licenses have an opportunity to receive an extension to **June 30, 2024**
 - There is a **\$25** application fee per license (new)
 - Applicant for extension must have participated in or completed induction **AND** they must demonstrate progress towards getting a license
 - **There is no deadline** to apply for an extension or to qualify for an extension
 - **ESL and special education** teachers already had to apply for an extension in ELAR to comply with federal requirements and to be extended to June 30, 2023, now must **submit a paper application to apply to receive an extension to June 30, 2024**
- The process of an extension for a "new" Emergency license is the same as an the "old" but for the expiration date, valid another 12 month.



What happens if an educator doesn't meet the requirements to extend an emergency license?

- If you wish to hire them or continue employment, you can obtain a **hardship waiver**. To get a hardship waiver the district must:
 - have advertised for the position within the last six months **and**
 - submit a listing of any appropriately licensed candidates that applied for the job and reasons why they are not qualified and reasons why the unlicensed individual is qualified

Update – Application for a 1st or additional Emergency license

- We can issue a 1st or additional Emergency license up until **November 7th**:
 - must have applied and completed all requirements by **November 7th**
- We will have staff working up to 11:59:59 p.m. on **November 7th** to get applications reviewed
- This deadline **does not** impact the ability to apply for and/or receive an Emergency Extension

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Recent Regulation Changes – approved by the Board in June & February of 2023

Changes – approved by
the Board in June

Permit an individual with an Initial or Professional teacher license to obtain a Provisional license in Moderate Disabilities, Severe Disabilities or English as a Second Language (ESL)

- Old regulations prohibited someone with an Initial or Professional teacher license to add a Provisional license.
- Must satisfy the subject matter knowledge requirements.
- For moderate & severe disabilities, the applicant would need to have at least two years of experience modifying the curriculum for students with disabilities.
- For ESL, must have at least two years of experience in second language acquisition and sheltering content for English learners.
- 150-hour internship required to advance to Initial or Professional.

Create a new PreK-2 license for moderate disabilities and severe disabilities

- Previously offered PreK-8 & 5-12 for moderate disabilities & All levels for severe disabilities.
- Most teachers with an early childhood license would not need to pass another MTEL test.
- General Curriculum test is not accepted for the PreK-2 moderate or severe license.
- Must demonstrate the subject matter knowledge requirements.
- Teachers that already have a moderate PreK-8 or severe All levels license can not get a PreK-2 license since they already have a license that covers the same field and grade level.

Permit “demonstration of knowledge” as a way to satisfy ways to prepare and maintain students with disabilities for general classrooms.

- Allows someone to demonstrate this knowledge in the field, through Structured Guidance & Supports (SG&S) or mentored employment.
- Currently, this can only be satisfied via coursework or a seminar/workshop.
- We will have an advisory posted on the website to provide clear information and direction on how this can be satisfied with a template for district sign off.

Provisional School Nurse License

- Establishes a new entry point to become a school nurse
- Requirements are:
 - Pass the Communication & Literacy Skills MTEL
 - Possess a bachelor's or master's degree in nursing
 - Possess a valid Massachusetts license as a Registered Nurse (RN)
 - Completion of the following components of the orientation program: Foundations of School Nursing Practice AND Medication Administration in a School Setting.
- To advance to Initial, the school nurse would complete the orientation program & two years of experience as a RN.

Changes – approved by the Board in February

Alternative Assessment Pilot: Request for Extension

- Board approved the pilot in October of 2020
- Pilot has been extended through 6/30/25
 - Additional Candidate Data
 - Additional Year of Data Collection
- Allow for use of approved alternative assessments taken prior to 10/20/2020
 - This means we will not need to send cases for appeal via “Reconsideration” and will be able to process them via a “regular evaluation.”

Provisional Principal / Assistant Principal License

- Comparable to Provisional license for teachers & superintendents
- Eligibility:
 - Experience – limited to those with prerequisite education experience – management/leadership experience outside of education not accepted for the Provisional license.
 - Completion of 1) approved program, 2) administrative/internship, 3) panel review, or 4) Out-of-state program/licensed
 - PAL required for Initial licensure
- Benefits: Facilitate completion of PAL while "on the job" & expand access to the role

Military Spouse License

- Responsive to New statutory language ([Acts of 2022, c. 154, sec. 10](#), amending G.L. c. 71, sec. 38G)
- Eligibility:
 - Bachelor's Degree, and
 - Valid License from another state
 - Is the spouse of an active military service member who is stationed in the Commonwealth or residing in the Commonwealth and stationed in a border state.
- Valid for 3 Years of Employment
- Implementation:
 - Awaiting ELAR development, paper application in the meantime
 - Will have a form to verify the license, military spouse status, military assignment/residency & then audit after issuance

SEI Endorsement “Reciprocity”

- Created a new out-of-state option for candidates to meet the Sheltered English Immersion (SEI) endorsement requirement
- Will be accepting:
 - Arizona’s Structured English Immersion, PreK-12 Endorsement
 - California’s English Learner (EL) Authorization and Cross-cultural, Language, and Academic Development (CLAD) Certificate, and
 - Colorado’s Culturally & Linguistically Diverse (CLD) Education Endorsement.
- Will be accepting an ESL license from any state
- Other states will be handled on a case-by-case basis as they arise with a recommendation sent to the Commissioner

12-graduate credit flexibility

- Create additional flexibilities in coursework for professional licensure – 7.04
- Language change from12 credits of graduate level courses **IN** subject matter knowledge.... TO12 credits of graduate level courses **each of which includes** subject matter knowledge....
- This means that a graduate level course must include the content of the license sought but it can also include content that is not part of the license sought.

New Fields or New Level

- Combine History and Social Science into one license in alignment with the MA Curriculum Frameworks and subject matter knowledge requirements – 7.04.
 - *New license is History/Social Science - 1-6 & 5-12*
- Change the name of the Foreign Language license to World Language in alignment with the MA Curriculum Frameworks – 7.04
 - *New license would be World Language [Spanish] - 5-12*
- Combine the levels for School Counselors to have one all-level license in alignment with other Professional Support Personnel licenses and to create greater flexibility for employment – 7.11
 - *New license would be School Counselor – All*

Other Revisions from 2/23

- Add a new PreK–6 level for the Digital Learning and Computer Science license in support of district needs – 7.04.
- Remove the Performance Assessment requirement for all administrator licenses other than the Principal/Assistant Principal, because the Performance Assessment for Licensure has been developed only for the Principal/Assistant Principal license – 7.09
- Implementation clause – individuals will be able to apply for one of the old licenses (as a new license) up until 3/17/23 and comply with the requirements up until 3/17/25. Applicants can “swap” over to the new license at any time via a change request.
- An out-of-state Principal/Assistant Principal will now need three years of experience to be exempt from PAL vs. just one year.

Data & Good to know

- Since May 1st, we have reviewed over 50,000 applications & staff have issued over 18,000 licenses & endorsements in that span, both more than 2006.
- Customer service has been equally busy, since April 1st the Licensure Call Center answered 97% (31,284) of 32,134 calls received. Compared to the previous 7 years, that is an increase of 7,630 calls answered with a 2% increase in calls answered.
- ELAR is being modified to accommodate the Military Spouse license, the ability to apply for 2nd Emergency Extensions & apply for a Provisional in moderate, severe and/ESL.
- A new ELAR system is being developed and scheduled to go live in March of 2024
- There is a new General Curriculum test in place – rather than a math only portion and a multi subject portion that covers English, history/social science and science, we now have a math/science portion of the GC test and an English history/social science portion.
 - *Can accept a combination of tests such as passing middle school math and the general science test would cover the math/science GC test.*
 - *Someone that passed the multi subject test but not the math test now would pass the new math/science GC test*
 - See [2023-0821metl-notice.docx \(live.com\)](#) for more detail and options

0 Q & A Session

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Thank you!!!!

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781-338-3124

Hotline – 781-338-3065

Licensure Call Center – 781-338-6600

Website: www.doe.mass.edu/licensure