


MEMORANDUM

To: Local Superintendents of Education and Officials of Eligible Non-public Schools

From: Dr. Cory M. Murphy, Executive Director
Office of Teaching and Leading 

Date: November 22, 2017

Subject: Special, Non-renewable License Revisions

On Thursday, November 9, 2017, the Mississippi State Board of Education granted approval of a Temporary Rule and to begin the Administrative Procedures Act (APA) process to revise Part Four (4): *Licensure Guidelines K-12* to amend the criteria for the special, non-renewable teacher license. You may submit written comments to Dr. Cory M. Murphy, Executive Director, Office of Educator Licensure, 359 N. West Street, Post Office Box 771, Jackson, MS 39205-0771. You may also submit comments in writing via e-mail to licensure@mdek12.org or fax at (601) 359-2778. Written comments must be received in the Office of Educator Licensure by no later than 5:00 p.m. on Monday, December 18, 2017. APA comments will be presented to the Mississippi State Board of Education on Thursday, January 18, 2018.

The special, non-renewable license is a one-year license that can only be requested by an employing local school district or an eligible nonpublic school in the state of Mississippi for a candidate who has not met all certification requirements under the Miss. Code Ann. § 37-3-2(6)(a), (b), and (c), at the time the application is submitted to the Office of Educator Licensure. The Special, Non-renewable License is valid for one (1) year and may be issued for up to two (2) additional years if the candidate meets established requirements. The revised guidelines for the special, non-renewable educator license provides local school officials with the ability to employ a candidate who meets criteria as outlined under one of the following three temporary licensure options:

- Special, Non-renewable License for Specific Traditional Teacher Preparation Program Completers **(No Change)**
- Special, Non-renewable License for Prospective Non-traditional Teacher Preparation Program Completers **(Alternate Route Program Enrollment No Longer Required Year One/No Test Requirement for the Issuance of Year One Special, Non-renewable License)**
- Special, Non-renewable License for Adjunct Teachers **(New Temporary License Option)**

The special, non-renewable licenses for traditional program completers and prospective non-traditional program completers can be requested for a candidate who meets one of the subsequent pre-conditions for obtaining the license in a specific endorsement area. Additional criteria are outlined for each of the respective temporary licensure options and is based on application year. For complete details regarding requirements, please review the guidelines outlined in the appropriate attached local district application packet.

- A. Holds at least a **bachelor's degree in the endorsement area in which the license is requested** from an institution of higher education that was regionally/nationally accredited at the time the degree was conferred; **or**
- B. Holds at least a bachelor's degree in any area and twenty-one **(21) hours of undergraduate and/or graduate level coursework with a grade of "C" or higher in the endorsement area in which the license is requested.** Both the degree(s) and the twenty-one (21) hours of undergraduate and/or graduate level coursework must have been earned from an institution of higher education that was regionally/nationally accredited at the time the degree was conferred. Remedial courses (also referred to as compensatory, developmental, or basic skills) will not be recognized for certification purposes and are usually numbered below 100 on the transcript; **or**
- C. Holds at least a bachelor's degree in any area from an institution of higher education that was regionally/nationally accredited at the time the degree was conferred and a **passing score on the appropriate Mississippi State Board of Education approved licensure Subject Area Assessment in the endorsement area in which the license is requested.**

The Special, Non-renewable License for Adjunct Teachers is a new special, non-renewable license option. This license type can be requested for a candidate who has specific knowledge, skills, and experience in an engineering, medical, dental, pharmaceutical, veterinarian, legal, accounting, or any other professional position approved by the Mississippi Department of Education (MDE); **or** Instructional experience at a Mississippi Department of Education accepted accredited college or university.

Employing local school districts or eligible nonpublic schools in the state of Mississippi may begin submitting completed special, non-renewable license local district application packets to the Office of Educator Licensure beginning Monday, November 27, 2017. To access additional information regarding the three Special, non-renewable license options or to download the appropriate special, non-renewable licensure application packet, please visit www.mdek12.org/OEL/LA. Please remain mindful that a license issued at any time during the school year will expire June 30 and is considered a full year. For example, the Year One Special, Non-renewable License issued January 2018, (2017-2018 school year), would be valid from the date the completed application packet is received until June 30, 2018.

Should you have questions, please do not hesitate to contact a member of the Educator Licensure team for assistance via telephone at (601) 359-3483. We appreciate and value the opportunity to serve you.

Enclosure

c: Dr. Paula A. Vanderford