



219 North Main Street, Suite 402  
Barre, VT 05641 (p) 802-479-1700 | (f) 802-479-4313

## **Temporary Teaching License Guide**

The temporary license process begins with a request from a Superintendent or Career Technical Education Director. Temporary license applications cannot be accessed without permission from the Agency of Education.

### **Emergency License – one year license**

(\$50.00 processing fee and \$50.00 license fee)

The Emergency License is issued to an individual upon an application from a Superintendent or Director of an independent school. Emergency licenses shall be issued only to individuals who hold a baccalaureate degree. (There are a few exceptions to this rule.) The Emergency expires on June 30th of the school year after issuance, and is only valid for the assignment for which it was issued. An extension is not allowed. There are many endorsements which are not allowed an Emergency license.

### **Provisional License – two year license**

(\$50.00 processing fee and \$100.00 license fee)

The Provisional license is issued to an individual upon an application from a Superintendent or Director of an independent school. Applicants must possess a baccalaureate degree and meet certain criteria. The Provisional expires on June 30th of the second school year after issuance. Applicants are expected to complete the steps necessary, submit a plan by which he/she will qualify for licensure and/or endorsement within the two year provisional period. An extension of one year may be allowed under extenuating circumstances.

### **Apprenticeship License – three year license**

(\$50.00 processing fee and \$200.00 license fee)

The Apprenticeship license is issued by a Career Technical Center upon a request from the Director. The Apprenticeship expires on June 30th of the 4<sup>th</sup> school year after issuance. The applicant and Director must submit an approved Vermont Professional Learning Plan. Once the Professional Learning Plan is completed and approved, it shall be submitted with the Level I licensing application. A one-year extension may be requested if there are extenuating circumstances that prevented the applicant from completing an Associate's Degree or the Professional Learning Plan.