

Limited License Guidance

Overview of Requirements

The Limited License is a two-year available to educators seeking to transition from the Academic Permit to the Practitioner License. To be eligible for the Limited License, the candidate must meet the following requirements:

- received a 2nd or 3rd Academic Permit during the 2021-2022 school year or later;
- earned a level of effectiveness (LOE) score of 4 or 5 (above or significantly above expectations) on their most recent evaluation;
- obtain a recommendation for the Limited License from the director of schools or director of a public charter school where the educator taught on a permit; **and**
- agree in writing to begin a State Board-approved pathway for transitioning to the Practitioner License.

The Limited License can only be issued for the endorsement area reflected on the educator’s most recent permit. Educators who hold this license type are **not** eligible to teach *Special Education courses or courses involving an end-of-course examination (EOC) required for graduation*, in accordance with TCA 49-5-106.

Application Process

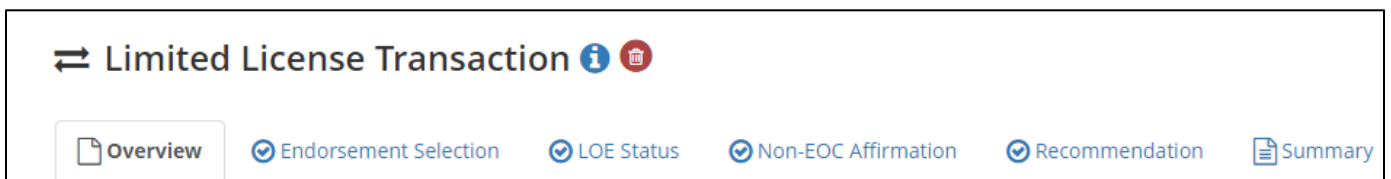
Like the Academic Permit, the Limited License must be applied for on behalf of the educator at the district level. Once an educator is listed as staffed in the district or charter school in TNCompass, users with Superintendent or Superintendent Designee positions can submit the Limited License transaction.

Note: If the educator is properly staffed and the Limited License transaction does not appear as a selectable option, this means that they do not currently meet the requirements to obtain the Limited License.

Please select a desired option:

- Add Degree
- Add Endorsement - No Applicable Licenses
- Advance an Active License
- Advance an Inactive License - No Applicable Licenses
- Apply for JROTC
- Initial Adjunct
- Initial PAL
- Initial Permit or Waiver
- Initial Teaching License
- Limited License
- Name Change
- National Board Certification
- Out of State Educator
- Reactivate License - No Applicable Licenses
- Reactivate Permit or Waiver
- Renew License - No Applicable Licenses
- Renew Permit or Waiver - No Applicable Licenses

When completing the transaction, the following tabs will appear:



The screenshot shows a navigation bar for the "Limited License Transaction" with the following tabs: Overview, Endorsement Selection, LOE Status, Non-EOC Affirmation, Recommendation, and Summary. The "Overview" tab is currently selected.

On the Endorsement Selection tab, please select the same endorsement that was listed on the most recently issued permit. Verify that the educator received a qualifying LOE and will not be teaching a prohibited course while holding the Limited License. On the Recommendation tab, ensure that a digital signature has been provided by a Superintendent or Superintendent Designee, just as one would for the Academic Permit transaction*. On the Summary tab, confirm that the provided information is accurate and then click Save and Continue to submit. The educator can then submit their personal affirmation, at which point the status of the transaction will change to say “Pending OELP Review,” indicating it has entered our queue for processing.

**Please note that while educators are required to agree in writing to pursue a State Board-approved pathway to the practitioner license, this documentation is not required as part of the transaction process (although it can be uploaded to TNCompass as an attachment if needed). This documentation should remain on file at the district level, and the signature of recommendation should not be added to the transaction until this documentation has been received. A form for declaring intent to enroll in an educator preparation program can be found at [Licensure Resources \(tn.gov\)](#).*

Advancement Requirements

To advance from the Limited License to the Practitioner License, educators must meet the following requirements:

- Submit a recommendation from a State Board-approved educator preparation provider certifying that the educator has completed coursework focused on foundational pedagogical skills and foundational literacy skills in accordance with the Tennessee Literacy Success Act;
- Verify that they will receive support from a highly effective clinical mentor; **and**
- Submit qualifying scores on all required content assessments as defined in [State Board Professional Assessments for Tennessee Educators Policy 5.105](#)