

TITLE: Grace Period for License Extensions and Renewals and Fee Payment

The Hawaii Teacher Standards Board approves the following for teacher license extensions and renewals and fee payment:

Any licensee with a license expiration date that has passed must take action to complete their extension or renew their license online by November 15, 2010. Failure to meet this deadline will deem the license to be expired. At its November 15 meeting the Board shall take action on expired licenses.

Teachers who are unable to access their HTSB online record should immediately notify HTSB by sending an email to licensingsection@htsb.org for assistance. Teachers should use "LICENSE EXPIRATION" in the subject line of the email.

- ~~All Hawaii licensed teachers and Emergency Hires must create a HTSB online account, select a payment plan, and begin paying their license fee or fee to practice the profession of teaching no later than end of business day on December 31, 2010.~~
- ~~Teachers whose licenses have expired or will expire by December 31, 2010 and who are unable to access their HTSB online record must notify HTSB by sending an email to licensingsection@htsb.org for assistance no later than October 15~~31~~, 2010, to receive help in accessing their account prior to the end of the grace period.~~
- ~~Teachers with a license which expired up to and including June 30, 2010 must extend complete an application, answer professional fitness questions, and pay their license fee via their online account no later than end of business day on December 31, 2010 for the extension to be valid.~~
- ~~Teachers with a license expiring between July 1, 2010 and December 31, 2010 must renew their license by completing an application, answering the professional fitness questions and paying the license fee via their online account no later than end of business day on December 31, 2010.~~
- ~~Teachers who disregard the above payment and renewal deadlines will have their status changed to "suspended for non-payment of fees" or "expired" on January 1, 2011.~~
- ~~Teachers whose licenses have expired or will expire by December 31, 2010 and who are unable to access their HTSB online record must should notify HTSB by sending an email to licensingsection@htsb.org for assistance no later than October 15~~31~~, 2010, to receive priority help in accessing their account prior to the end of the grace period. Requests~~

received after October 31, 2010 may not be able to be resolved prior to December 31, 2010 and the license status will be changed to expired.

HTSB extends this grace period because all teachers must have access to their online license record and the opportunity to inform HTSB should they not be able to access their online record for payment and renewal.

HTSB also highly encourages teachers to create their accounts, begin paying their fees and renewing their licenses immediately in order to meet the December 31, 2010 deadline, because there are serious implications for loss of employment and benefits should they not comply.

The Executive Director will seek the assistance of the Department of Education and the Hawaii State Teachers' Association in disseminating this information to teachers.

Submitted by: Janice Shishido

Referred to: Committee of the Whole