

State Licensure- Guide to Educational Licensure outside of Illinois

- **You should have licensure in Illinois before applying for out of state licensure.**
 - For many states previous licensure will be the initial requirement.
 - Review the state requirements as you may be able to start completing documents, tests and other requirements early.
- Please realize that each state's licensure process and requirements are different. This guide is a reflection of common processes, but may not include all steps. Please research the state of interest (state you would like to apply to) for specific guidance.

Step 1- Choose a state

- Go to the state website and research the application process (view state licensing board page for website links)
- Questions to consider:
 - What type of reciprocity is there between Illinois and the state of interest?
 - Each state will have specific requirements for licensure. Typically your degree is reciprocal but you will still need to meet each state's requirements for licensure.
 - Are Illinois licensure structures similar to the state of interest? (research grade levels, subjects)
 - Example- Special Education can be licensed differently in each state. Research and understand if differences exist from Illinois to your state of interest.
 - Will I need additional coursework for my license?
 - Some states require specific coursework for licensure. You will find this out during the application process.

Step 2- Application Requirements

- Testing requirements- Determine if the state of interest requires specific content tests, basic skills or edtpa equivalent tests.
 - Some states accept Illinois test scores while others may require additional testing.
 - Send appropriate test scores to the state of interest or register and take the required licensure tests.
 - Important-You may be able to take testing requirements before you finalize your Illinois license.
- Transcripts- Determine when and where they need to be sent for your application file.
 - Should not be sent until graduation has posted. (Option on transcript request form)
- Out of state verification form- Determine if the state has an out-of-state form that must be completed by the University in which you received your licensure entitlement(s). These forms are commonly used to show verification that you completed an education program.
- Work experience verification form- Shows proof of educational work experience.
 - This would show teaching experience and is commonly completed by your past school district(s).

Step 3- Apply

- Read through all requirements and collect all needed paperwork in a timely fashion.
 - Send application materials as specified by the state application requirements.
- Keep personal records of all application materials and forms for possible future questions.
- Be patient- This process may take only a few weeks or it can sometimes take several months.

DISCLAIMER:

Illinois licensure officials are not experts in other State's licensure processes. It is the responsibility of the teacher candidate to thoroughly research the steps necessary to obtain licensure outside of Illinois.

List of State Education Agencies

State Education Agencies

Alabama Phone: 334-242-9700 www.alsde.edu	Alaska Phone: 907-465-2800 www.eed.state.ak.us	American Samoa Phone: 011-684-633-5237 www.doe.as
Arizona Phone: 602-542-5393 www.azed.gov	Arkansas Phone: 501-682-4475 www.arkansased.org	California Phone: 916-319-0800 www.cde.ca.gov
Colorado Phone: 303-866-6600 www.cde.state.co.us	Connecticut Phone: 860-713-6543 www.sde.ct.gov	Delaware Phone: 302-735-4000 http://www.doe.k12.de.us
District of Columbia Phone: 202-727-6436 www.osse.dc.gov	Florida Phone: 850-245-0505 www.fldoe.org	Georgia Phone: 404-656-2800 www.doe.k12.ga.us
Guam Phone: 011-671-475-0462 www.gdoe.net	Hawaii Phone: 808-586-3230 www.doe.k12.hi.us	Idaho Phone: 208-332-6800 www.sde.idaho.gov
Illinois Phone: 217-782-2221 www.isbe.net	Indiana Phone: 317-232-6610 www.doe.in.gov	Iowa Phone: 515-281-3436 www.educateiowa.gov
Kansas Phone: 785-296-3201 www.ksde.org	Kentucky Phone: 502-564-3141 www.education.ky.gov	Louisiana Phone: 877-453-2721 www.doe.state.la.us
Maine Phone: 207-624-6600 www.maine.gov/doe	Maryland Phone: 410-767-0100 www.marylandpublicschools.org/msde	Massachusetts Phone: 781-338-3000 www.doe.mass.edu
Michigan Phone: 517-373-3324 www.michigan.gov/mde	Minnesota Phone: 651-582-8200 www.education.state.mn.us	Mississippi Phone: 601-359-3513 www.mde.k12.ms.us
Missouri Phone: 573-751-4212 www.dese.mo.gov	Montana Phone: 406-444-3095 www.opi.mt.gov	Nebraska Phone: 402-471-2295 www.education.ne.gov
Nevada Phone: 775-687-9217 www.doe.nv.gov	New Hampshire Phone: 603-271-3494 www.education.nh.gov	New Jersey Phone: 877-900-6960 www.state.nj.us/education
New Mexico Phone: 505-827-5800 www.ped.state.nm.us	New York Phone: 518-474-3862 www.nysed.gov	North Carolina Phone: 919-807-3300 www.ncpublicschools.org
North Dakota Phone: 701-328-2260 www.dpi.state.nd.us	Northern Mariana Islands Phone: 011-670-237-3027 www.cnmipss.org	Ohio Phone: 877-644-6338 www.education.ohio.gov
Oklahoma Phone: 405-521-3301 www.ok.gov/sde	Oregon Phone: 503-947-5600 http://www.oregon.gov/ode	Pennsylvania Phone: 717-783-6788 www.education.state.pa.us
Puerto Rico Phone: 787-759-2000 www.de.gobierno.pr	Rhode Island Phone: 401-222-4600 www.ride.ri.gov	South Carolina Phone: 803-734-8500 www.ed.sc.gov
South Dakota Phone: 605-773-5669 www.doe.sd.gov	Tennessee Phone: 615-741-5158 www.tn.gov/education	Texas Phone: 512-463-9734 www.tea.state.tx.us
Utah Phone: 801-538-7510 www.schools.utah.gov	Vermont Phone: 802-479-1030 www.education.vermont.gov	Virgin Islands Phone: 340-774-0100 www.vide.vi
Virginia Phone: 804-225-2023 www.doe.virginia.gov	Washington Phone: 360-725-6115 www.k12.wa.us	West Virginia Phone: 304-558-2681 https://wvde.state.wv.us
Wisconsin Phone: 800-441-4563 www.dpi.wi.gov	Wyoming Phone: 307-777-7675 www.edu.wyoming.gov	

