

**CHAPTER 8750**  
**BOARD OF TEACHING**  
**SECONDARY VOCATIONAL LICENSURE**

8750 0082 FORMS, FEES, EVALUATION, AND VALIDITY	8750 2000 SECONDARY JEWELRY GOLDSMITHING AND SILVERSMITHING OCCUPATIONS TEACHER
8750 0240 SECONDARY VOCATIONAL AGRICULTURE TEACHER	8750 2020 SECONDARY MECHANICAL TECHNOLOGY OCCUPATIONS TEACHER
8750 0500 SECONDARY CONSUMER AND HOMEMAKING TEACHER	8750 2040 SECONDARY METAL/MATERIAL PROCESSING OCCUPATIONS TEACHER
8750 0520 SECONDARY CONSUMER AND HOMEMAKING/FAMILY LIFE EDUCATION TEACHER	8750 2060 SECONDARY PARTS SALES AND SERVICE OCCUPATIONS TEACHER
8750 1000 SECONDARY PERFORMING ARTS OCCUPATIONS TEACHER	8750 2100 SECONDARY TRUCK/BUS DRIVING OCCUPATIONS TEACHER
8750 1240 SECONDARY CHILDHOOD EDUCATION AIDE (SUPPORT STAFF)	8750 2120 SECONDARY VEHICLE SERVICES OCCUPATIONS TEACHER
8750 1560 SECONDARY SUPPORT SERVICE FACILITATOR	8750 3010 EXAMINATIONS FOR SECONDARY VOCATIONAL TEACHER LICENSES
8750 1700 SECONDARY EMPLOYMENT PLACEMENT SPECIALIST	8750 3250 ENTRANCE LICENSES COURSES IN TEACHER EDUCATION SEQUENCE
8750 1800 SECONDARY AUTO BODY REPAIR OCCUPATIONS TEACHER	8750 3300 RENEWAL LICENSE IN TEACHER EDUCATION SEQUENCE
8750 1820 SECONDARY AUTO/TRUCK DISMANTLING OCCUPATIONS TEACHER	8750 3350 FIRST FIVE-YEAR LICENSE IN TEACHER EDUCATION SEQUENCE
8750 1840 SECONDARY AVIATION OCCUPATIONS TEACHER	8750 3450 EQUIVALENCY FOR COURSES OUTSIDE TEACHER EDUCATION CORE
8750 1860 SECONDARY BROADCAST/MEDIA OCCUPATIONS TEACHER	8750 3500 HUMAN RELATIONS REQUIREMENT
8750 1880 SECONDARY COMMUNICATIONS/MEDIA OCCUPATIONS TEACHER	8750 3800 PROCEDURES FOR VOLUNTARY SURRENDER OF TEACHING LICENSES
8750 1900 SECONDARY CONSTRUCTION OCCUPATIONS TEACHER	8750 3810 PROCEDURES FOR REVOCATION OR SUSPENSION OF ALL TEACHING LICENSES
8750 1920 SECONDARY CONTROL TECHNOLOGY OCCUPATIONS TEACHER	8750 3820 ISSUANCE OR REINSTATEMENT OF A LICENSE AFTER REVOCATION OR SUSPENSION
8750 1930 SECONDARY DRAFTING OCCUPATIONS TEACHER	8750 3830 CODE OF ETHICS FOR MINNESOTA TEACHERS
8750 1940 SECONDARY ELECTROMECHANICAL TECHNOLOGY OCCUPATIONS TEACHER	8750 3840 APPEAL TO BOARD OF TEACHING
8750 1960 SECONDARY ELECTRONICS OCCUPATIONS TEACHER	8750 4200 ALTERNATE FORMS OF OCCUPATIONAL EXPERIENCE
8750 1980 SECONDARY INDUSTRIAL DESIGN TECHNOLOGY OCCUPATIONS TEACHER	8750 6200 SECONDARY VOCATIONAL LIMITED LICENSE
	8750 8000 FORMATION OF LOCAL VOCATIONAL RELICENSURE COMMITTEE

**8750.0082 FORMS; FEES; EVALUATION; AND VALIDITY.**

*[For text of subs 1 and 2, see M.R.]*

**Subp. 3. Evaluating the credentials.** When an applicant submits credentials for licensure, the personnel licensing section shall evaluate them for compliance with this chapter. The section issues licenses only for existing secondary vocational licensure categories of practice, unless otherwise provided by rule.

*[For text of subp 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.0240 SECONDARY VOCATIONAL AGRICULTURE TEACHER.**

*[For text of subpart 1, see M R.]*

**Subp. 2. License validity.** A license under this part is valid to:

(1) teach any junior high, grades 7 to 9 middle school, or senior high program in agriculture;

(2) teach any junior high, grades 7 to 9 middle school, or senior high program in horticulture or specialty crops;

(3) teach any junior high, grades 7 to 9 middle school, or senior high program in animal care occupations; and

(4) teach any junior high, grades 7 to 9 middle school, or senior high program listed in secondary vocational program rules under agriculture occupations.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### **8750.0500 SECONDARY CONSUMER AND HOMEMAKING TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Validity.** A license under this part is valid to:

A. teach junior high, grades 7 to 9 middle school, and senior high home economics; and

*[For text of item B, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### **8750.0520 SECONDARY CONSUMER AND HOMEMAKING/FAMILY LIFE EDUCATION TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Validity.** A license under this part is valid to:

A. teach junior high, grades 7 to 9 middle school, and senior high home economics;

*[For text of items B and C, see M.R.]*

**Subp. 3. Family life education teacher.** An applicant holding a valid license as a family life education teacher may renew the license according to rules of the Board of Teaching governing continuing education for vocational license renewals. The license is valid to teach junior high, grades 7 to 9 middle school, and senior high family life education; and the family life component of a secondary vocational consumer and homemaking occupations program.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### **8750.1000 SECONDARY PERFORMING ARTS OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Secondary performing arts occupations teacher; option one.** For option one, the applicant must meet the following requirements:

A. Educational criteria:

*[For text of subitem (1), see M.R.]*

(2) the secondary vocational teacher education sequence as specified in part 8750.3150; and

*[For text of subitem (3), see M.R.]*

*[For text of items B and C, see M.R.]*

Subp. 3. **Secondary performing arts occupations teacher; option two.** For option two, the applicant must meet the following requirements:

A. Educational criteria:

(1) the secondary vocational teacher education sequence as specified in part 8750.3150; and

*[For text of subitem (2), see M.R.]*

*[For text of items B and C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1240 SECONDARY CHILDHOOD EDUCATION AIDE (SUPPORT STAFF).**

Subpart 1. **Requirements.** A secondary childhood education aide assists a secondary vocational child care and guidance occupations teacher. An initial license for this position must not be issued after July 1, 1991; however, an applicant holding a valid license as a secondary childhood education aide may renew the license. The renewal must be according to rules of the Board of Teaching governing continuing education for vocational license renewals.

*[For text of subps 2 and 3, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1560 SECONDARY SUPPORT SERVICE FACILITATOR.**

An applicant for an entrance license to serve as support service facilitator in a secondary school must meet the following requirements:

*[For text of item A, see M.R.]*

B. Technical coursework:

*[For text of subitem (1), see M.R.]*

(2) A directed independent study through an approved Minnesota college designed to update the applicant in current employment environments and conditions and operation of support service systems. This independent study replaces the need for the recency of 500 hours in the total of 2,000 hours of required paid employment. The independent study must be completed within the two years immediately before the date the license is issued.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of item C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1700 SECONDARY EMPLOYMENT PLACEMENT SPECIALIST.**

An applicant for an entrance license to serve as a vocational employment placement specialist in a secondary school must meet the following requirements:

*[For text of item A, see M.R.]*

B. Technical coursework: a directed independent study completed

through an approved Minnesota college designed to update the applicant in current employment environments and conditions and operation of employment placement services. The independent study must be completed within the two years immediately before the date the license is issued.

*[For text of item C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1800 SECONDARY AUTO BODY REPAIR OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Auto body repair teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5 must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 3 and 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1820 SECONDARY AUTO/TRUCK DISMANTLING OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Auto/truck dismantling teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 3 and 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### 8750.1840 SECONDARY AVIATION OCCUPATIONS TEACHER.

*[For text of subpart 1, see M.R.]*

**Subp. 2. Aviation occupations teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) and (4), see M.R.]*

(5) Related areas are passenger service agent, aircraft cabin attendant, aircraft weight and balance specialist, flight dispatcher, and air traffic controller.

*[For text of subitems (6) and (7), see M.R.]*

**Subp. 3. Aviation occupations teacher; option two.** For option two, an applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

*[For text of subitems (1) to (3), see M.R.]*

(4) Related areas are passenger service agent, aircraft cabin attendant, aircraft weight and balance specialist, flight dispatcher, and air traffic controller.

*[For text of subitem (5), see M.R.]*

**Subp. 4. Aviation occupations teacher; option three.** For option three, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

*[For text of subitems (1) to (3), see M.R.]*

(4) Related areas are passenger service agent, aircraft cabin attendant, aircraft weight and balance specialist, flight dispatcher, and air traffic controller.

*[For text of subitem (5), see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1860 SECONDARY BROADCAST/MEDIA OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Requirements for replacing narrower licenses.** A license under this part is required to teach broadcast/media occupations programs. However, valid licenses in the single-occupation programs of radio broadcasting and radio/television production are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in radio broadcasting or radio/television production to a broadcast/media occupations license, the applicant must verify competency in the emphasis area by meeting the requirements in one of items A to E or a combination of items A to E as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

**A.** Completing the occupational experience emphasis area requirements in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

**B.** Substituting for the required occupational experience emphasis hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

**C.** Holding a valid Minnesota secondary vocational license in radio broadcasting and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. The teaching experience meets the emphasis area requirements in the corresponding emphasis area component of radio production. Two hours of teaching experience substitute for one hour of occupational experience.

**D.** Holding a valid Minnesota secondary vocational license in radio/television production and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area components of video production or radio production. Two hours of teaching experience substitute for one hour of occupational experience.

**E.** Holding a valid Minnesota secondary vocational license in communication/media technician occupations and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area components of video production or multi-image production. Two hours of teaching experience substitute for one hour of occupational experience.

**Subp. 3. Broadcast/media teacher; option one.** For option one the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

## C. Occupational experience:

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitem (3), see M.R.]*

(4) Emphasis areas are video production, radio production, and multi-image production.

(5) Related areas are broadcast engineering, script and program preparation, photography, audio production, presentation computer graphics, and media production lighting.

*[For text of subitem (6), see M.R.]*

Subp. 4. **Broadcast/media teacher; option two.** For option two, the applicant must have:

*[For text of items A and B, see M.R.]*

## C. Occupational experience:

*[For text of subitems (1) and (2), see M.R.]*

(3) Emphasis areas are video production, radio production, and multi-image production.

(4) Related areas are broadcast engineering, script and program preparation, photography, audio production, presentation computer graphics, and media production lighting.

Subp. 5. **Broadcast/media teacher; option three.** For option three, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

## C. Occupational experience:

*[For text of subitems (1) and (2), see M.R.]*

(3) Emphasis areas are video production, radio production, and multi-image production.

(4) Related areas are broadcast engineering, script and program preparation, photography, audio production, presentation computer graphics, and media production lighting.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1880 SECONDARY COMMUNICATIONS/MEDIA OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

Subp. 2. **Requirements for replacing narrower licenses.** A license under this part is required to teach communications/media occupations programs. However, valid single-occupation licenses in graphic arts, commercial art, commercial

photography, and communications/media technology are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in graphic arts, commercial art, commercial photography, or communications/media technology to a communications/media occupations license, the applicant must verify competency in the emphasis area by meeting the requirements in one of items A to F or a combination of items A to F as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

A. Completing the occupational experience emphasis area requirements in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

B. Substituting for the required occupational experience emphasis hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

C. Holding a valid Minnesota secondary vocational license in graphic arts and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area components of layout and design; production/presswork; photography including line, halftone, and continuous tone; or platemaking. Two hours of teaching experience substitute for one hour of occupational experience.

D. Holding a valid Minnesota secondary vocational license in communications/media technician occupations and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area components of layout and design or composition. Two hours of teaching experience substitute for one hour of occupational experience.

E. Holding a valid Minnesota secondary vocational license in commercial photography and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area components of photography including line, halftone, and continuous tone; layout and design; or composition. Two hours of teaching experience substitute for one hour of occupational experience.

F. Holding a valid Minnesota secondary vocational license in commercial art and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area components of layout and design or composition. Two hours of teaching experience substitute for one hour of occupational experience.

Subp. 3. **Communications/media teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

C. Occupational experience:



(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 4 and 5, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### 8750.1900 SECONDARY CONSTRUCTION OCCUPATIONS TEACHER.

*[For text of subpart 1, see M.R.]*

**Subp. 2. Requirements for replacing narrower license.** A license under this part is required to teach construction occupations programs. However, valid single-occupation licenses in cabinetmaking, construction occupations/finishing trades, construction occupations/general, construction occupations/masonry trades, construction occupations/mechanical trades, construction occupations/planning and management, energy occupations, mobile home maintenance, painting and decorating, and plastics/lamination occupations are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in cabinetmaking, construction occupations/finishing trades, construction occupations/general, construction occupations/masonry trades, construction occupations/mechanical trades, construction occupations/planning and management, energy occupations, mobile home maintenance, painting and decorating, or plastics/lamination occupations to a construction occupations license, the applicant must verify competency in the emphasis area by meeting the requirements in item A or B or a combination of items A and B as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

Upon application and payment of the processing fee, a holder of a valid secondary vocational teaching license in the construction occupations/finishing trades category of practice may have the license converted to the construction occupations broad category of practice.

A. Completing the occupational experience emphasis area requirements in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

B. Substituting for the required occupational experience emphasis hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

**Subp. 3. Construction occupations teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 4 and 5, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1920 SECONDARY CONTROL TECHNOLOGY OCCUPATIONS TEACHER.**

An applicant for an entrance license to teach the vocational program of control technology in a secondary school must meet the following requirements:

*[For text of item A, see M.R.]*

**B. Technical coursework:** at least 12 clock hours each of microprocessor control and electromechanical systems completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

*[For text of item C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1930 SECONDARY DRAFTING OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Requirements for replacing narrower license.** A license under this part is required to teach drafting occupations programs. However, valid single-occupation licenses in construction occupations/planning and management, and mechanical drafting are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in construction occupations/planning and management or mechanical drafting to a drafting occupations license, the applicant must verify competency in the emphasis area by meeting the requirements in one of items A to D or a combination of items A to D as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

**A. Completing the occupational experience emphasis area requirements** in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

B. Substituting for the required occupational experience emphasis hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

C. Holding a valid Minnesota secondary vocational license in construction occupations/planning and management and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of architectural drafting. Two hours of teaching experience substitute for one hour of occupational experience.

D. Holding a valid Minnesota secondary vocational license in mechanical drafting and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the applications for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of mechanical drafting. Two hours of teaching experience substitute for one hour of occupational experience.

Subp. 3. **Drafting occupations teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 4 and 5, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1940 SECONDARY ELECTROMECHANICAL TECHNOLOGY OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

Subp. 2. **Requirements for replacing narrower licenses.** A license under this part is required to teach electromechanical technology occupations programs. However, valid single-occupation licenses in automated packaging equipment maintenance, major appliances, office machine repair and servicing, vending machines repair, and heating/air conditioning/refrigeration are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in automated packaging equipment maintenance, major appliances, office machine repair and servicing, vending machines repair, or heating/air conditioning/refrigeration to an electromechanical technology occupations license, the applicant must verify competency in the

emphasis area by meeting the requirements in one of items A to E or a combination of items A to E as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

A. Completing the occupational experience emphasis area requirements in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

B. Substituting for the required occupational experience emphasis hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

C. Holding a valid Minnesota secondary vocational license in electronics occupations and having 1,000 hours of verified vocationally funded teaching experience in the same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of electronics maintenance and repair. Two hours of teaching experience substitute for one hour of occupational experience.

D. Holding a valid Minnesota secondary vocational license in automated packaging equipment maintenance and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of automated packaging equipment. Two hours of teaching experience substitute for one hour of occupational experience.

E. Holding a valid Minnesota secondary vocational license in vending machines repair and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of vending machines repair. Two hours of teaching experience substitute for one hour of occupational experience.

**Subp. 3. Electromechanical technology teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

B. Technical coursework: at least 12 clock hours each of microprocessor control and electromechanical systems completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

C. Occupational experience:

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

**Subp. 4. Electromechanical technology teacher; option two.** For option two, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

**B. Technical coursework:**

(1) at least 18 months (2,160 hours) in a postsecondary technical program in electromechanical technology, robotics, or electronics; and

(2) at least 12 clock hours each of microprocessor control and electromechanical systems completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

*[For text of item C, see M.R.]*

**Subp. 5. Electromechanical technology teacher; option three.** For option three, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

**B. Technical coursework:** at least 12 clock hours each of microprocessor control and electromechanical systems completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

*[For text of item C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1960 SECONDARY ELECTRONICS OCCUPATIONS TEACHER.**

**Subpart 1. Requirements.** An applicant for an entrance license to teach the vocational program of electronics occupations in a secondary school must meet the requirements in subpart 2, 3, or 4 (option one, two, or three).

**Subp. 2. Electronics teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 3 and 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.1980 SECONDARY INDUSTRIAL DESIGN TECHNOLOGY OCCUPATIONS TEACHER.**

An applicant for an entrance license to teach the vocational program of industrial design technology in a secondary school must meet the following requirements:

*[For text of item A, see M.R.]*

B. Technical coursework: at least 12 clock hours in each of the following areas completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice:

*[For text of subitems (1) to (4), see M.R.]*

*[For text of item C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.2000 SECONDARY JEWELRY GOLDSMITHING AND SILVERSMITHING OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

Subp. 2. **Jewelry goldsmithing and silversmithing teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

C. Occupational experience:

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (5), see M.R.]*

*[For text of subps 3 and 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.2020 SECONDARY MECHANICAL TECHNOLOGY OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

Subp. 2. **Requirements for replacing narrower licenses.** A license under this part is required to teach mechanical technology occupations programs. However, valid single-occupation licenses in fluid power mechanics, industrial equipment maintenance and repair, and quality/quantity control technician are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in fluid power mechanics, industrial equipment maintenance and repair, or quality/quantity control technician to a mechanical technology occupations license, the applicant must verify competency in the emphasis area by meeting the requirements in one of items A to D or a combination of items A to D as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

A. Completing the occupational experience emphasis area requirements in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

B. Substituting for the required occupational experience emphasis hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

C. Holding a valid Minnesota secondary vocational license in fluid power mechanics and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of fluid power. Two hours of teaching experience substitute for one hour of occupational experience.

D. Holding a valid Minnesota secondary vocational license in industrial equipment maintenance and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of industrial equipment maintenance. Two hours of teaching experience substitute for one hour of occupational experience.

Subp. 3. **Mechanical technology teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

C. Occupational experience:

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 4 and 5, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.2040 SECONDARY METAL/MATERIAL PROCESSING OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

Subp. 2. **Requirements for replacing narrower licenses.** A license under this part is required to teach metal/material processing occupations programs. However, valid single-occupation licenses in machine shop; manufacturing technology; metal repairing, finishing, and welding; metals fabrication; sheet metal working/fabrication; and welding occupations are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in machine shop; manufacturing technology; metal repairing, finishing, and welding; metals fabrication; sheet metal working/fabrication; or welding occupations to a metal/material processing occupations license, the applicant must verify competency in the emphasis area by meeting the requirements in one of items A to D or a combination of items A to D as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

A. completing the occupational experience emphasis area requirements in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

B. substituting for the required occupational experience emphasis hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

C. Holding a valid Minnesota secondary vocational license in machine shop operations and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of machine shop. Two hours of teaching experience substitute for one hour of occupational experience.

D. Holding a valid Minnesota secondary vocational license in welding occupations and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of welding. Two hours of teaching experience substitute for one hour of occupational experience.

Subp. 3. **Metal/material processing teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

B. **Technical coursework:** at least two credits or 24 clock hours in computer integrated manufacturing, completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

C. **Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits



or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

**Subp. 4. Metal/material processing teacher; option two.** For option two, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

**B. Technical coursework:**

*[For text of subitem (1), see M.R.]*

(2) at least two credits or 24 clock hours in computer-integrated manufacturing completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

*[For text of item C, see M.R.]*

**Subp. 5. Metal/material processing teacher; option three.** For option three, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

**B. Technical coursework:** at least two credits or 24 clock hours in computer-integrated manufacturing completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

*[For text of item C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

## 8750.2060 SECONDARY PARTS SALES AND SERVICE OCCUPATIONS TEACHER.

*[For text of subpart 1, see M.R.]*

**Subp. 2. Parts sales and service occupations teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

## SECONDARY VOCATIONAL LICENSURE 8750.2120

*[For text of subps 3 and 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.2100 SECONDARY TRUCK/BUS DRIVING OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Truck/bus driving teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of items A and B, see M.R.]*

**C. Occupational experience:**

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

*[For text of subps 3 and 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.2120 SECONDARY VEHICLE SERVICES OCCUPATIONS TEACHER.**

*[For text of subpart 1, see M.R.]*

**Subp. 2. Requirements for replacing narrower licenses.** A license under this part is required to teach vehicle services occupations programs. However, valid single-occupation licenses in auto mechanics, recreational vehicle repair, service station mechanics, small engine repair, truck/diesel mechanics, and forest products harvesting equipment repair are renewable under this chapter and are valid to teach the corresponding single-occupation programs.

To convert a single-occupation license in auto mechanics, recreational vehicle repair, service station mechanics, small engine repair, truck/diesel mechanics, or forest products harvesting equipment repair to a vehicle services occupations license, the applicant must verify competency in the emphasis area by meeting the requirements in one of items A to D or a combination of items A to D as applicable and at the ratio specified in the selected item. The requirement for hours of related occupational experience is met by holding the single-occupation license being converted.

**A.** Completing the occupational experience emphasis area requirements in subpart 3, 4, or 5. An applicant must possess the educational qualifications stated in the chosen subpart. If converting under subpart 5, an applicant may complete the emphasis area occupational experience defined in subpart 4, item C.

**B.** Substituting for the required occupational experience emphasis

hours, specific technical education in the emphasis area completed within the five years before conversion. One instructional clock hour of technical workshop equals four hours of occupational experience. One quarter credit of college work equals 80 clock hours of occupational experience.

C. Holding a valid Minnesota secondary vocational license in auto mechanics and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area components of automotive engine and drive train repair. Two hours of teaching experience substitute for one hour of occupational experience.

D. Holding a valid Minnesota secondary vocational license in small engine repair or recreational vehicle repair and having 1,000 hours of verified vocationally funded teaching experience in that same licensure category of practice within the five years immediately before the application for conversion of the license. This teaching experience meets the emphasis area requirements in the corresponding emphasis area component of small engines/recreational vehicle repair. Two hours of teaching experience substitute for one hour of occupational experience.

**Subp. 3. Vehicle services teacher; option one.** For option one, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

B. Technical coursework: at least two credits or 24 clock hours in automotive computer applications, completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

C. Occupational experience:

(1) The applicant must have 3,000 hours of occupational experience as specified in parts 8750.4000 to 8750.4200. Experiences described in part 8750.4200, subpart 5, must not be used.

(2) Of the 3,000 hours, 1,000 may be accrued from college credits or technical workshops. They must be in the emphasis areas listed in this category of practice. One quarter credit of college work equals 80 hours of occupational experience. One instructional clock hour of technical workshop equals four hours of occupational experience. The credits or workshops must be completed in the five years just before the license is to be issued and must be in addition to courses completed to obtain the degree specified in this option.

*[For text of subitems (3) to (6), see M.R.]*

**Subp. 4. Vehicle services teacher; option two.** For option two, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

B. Technical coursework:

*[For text of subitem (1), see M.R.]*

(2) at least two credits or 24 clock hours in automotive computer applications completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

*[For text of item C, see M.R.]*

**Subp. 5. Vehicle services teacher; option three.** For option three, the applicant must meet the following requirements:

*[For text of item A, see M.R.]*

B. Technical coursework: at least two credits or 24 clock hours in automotive computer applications completed before renewal of the entrance license or within the five years immediately before the date a continuing license is issued in this category of practice.

*[For text of item C, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### **8750.3010 EXAMINATIONS FOR SECONDARY VOCATIONAL TEACHER LICENSES.**

**Subpart 1. Examination requirement.** An applicant for an initial secondary vocational teaching license, except a secondary vocational part-time resource specialist license issued according to part 8750.6000, a secondary short-call substitute license issued according to part 8750.6100, or a secondary vocational limited license issued according to part 8750.6200, shall provide evidence of having successfully completed examinations of skills in reading, writing, and mathematics, as required by Minnesota Statutes, section 125.05, subdivision 1. Provisions of part 8700.0210, subparts 1 to 7, 10, and 12, apply. This subpart does not apply to applicants who hold or previously held an entrance, continuing, or life nonvocational license granted by the Board of Teaching.

**Subp. 2. Admission to secondary vocational teacher education core.** Candidates may enroll in the secondary vocational teacher education core courses before successful completion of the skills area examinations; however, candidates must achieve the passing scores established in part 8700.0210, subpart 3; before an entrance vocational teaching license may be granted. Colleges and universities must provide candidates who fail the examinations access to opportunities to enhance their skills.

**Subp. 3. Applicants who use secondary teacher education sequence.** Notwithstanding parts 8750.3050, 8750.3100, and 8750.3250 governing the issuance of entrance licenses, applicants who use the secondary vocational teacher education sequence as specified in part 8750.3150 to meet the educational criteria requirement for licensure and who otherwise meet the applicable statutes and rules shall be granted a one-year nonrenewable license, during which time the applicant must provide official evidence of successful completion of the requirements of this part.

**Subp. 4. Applicants prepared in other states.** Applicants who have completed the educational criteria of the licensure requirements in other states who otherwise meet the applicable statutes and rules shall be granted a one-year nonrenewable license, during which time the applicant must provide official evidence of successful completion of the requirements of this part.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### **8750.3250 ENTRANCE LICENSES: COURSES IN TEACHER EDUCATION SEQUENCE.**

**Subpart 1. Issuance.** When an applicant is using the teacher education sequence, a two-year entrance secondary vocational license shall be issued when the applicant successfully completes the skills area examinations according to part 8750.3010, the human relations requirement according to part 8750.3500, the three-credit introduction to vocational teaching course and has prearranged the teaching internship specified in subpart 2.

*[For text of subps 2 and 3, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.3300 RENEWAL LICENSE IN TEACHER EDUCATION SEQUENCE.**

Subpart 1. **First one-year renewal.** An applicant is eligible for the first one-year renewal of an entrance vocational license based on the teacher education sequence when the applicant has completed an additional three-credit course from the teacher education core.

*[For text of subps 2 to 4, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.3350 FIRST FIVE-YEAR LICENSE IN TEACHER EDUCATION SEQUENCE.**

An applicant is eligible for the first five-year vocational license based on the teacher education sequence when the applicant successfully completes the skills area examinations and completes the teaching internship, the human relations requirement, and three credits in each of the five core courses through an approved licensing program in vocational teacher education at an approved Minnesota institution or equivalent courses completed elsewhere.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.3450 EQUIVALENCY FOR COURSES OUTSIDE TEACHER EDUCATION CORE.**

When an applicant has completed coursework that is not included in part 8750.3150, subpart 2, to meet a licensure requirement and when the personnel licensing section cannot determine course equivalency on the basis of similar course titles or content, in consultation with the appropriate secondary vocational specialist, the following procedure applies:

*[For text of items A to E, see M.R.]*

F. Exception: Two years of active participation as an advisor in the appropriate vocational student organization or 24 clock hours of board of teaching approved workshops substitutes for the two required credits in integrating the appropriate vocational student organization into the curriculum. The board shall approve the substitution if the workshop is essentially equivalent in content to the two required credits. The advisor participation must be verified by the state program specialist responsible for the appropriate vocational student organization. Either substitution must be within the five years just before the date the license is issued.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.3500 HUMAN RELATIONS REQUIREMENT.**

*[For text of subps 1 to 3, see M.R.]*

Subp. 4. **Initial license.** New personnel who are submitting their first applications for full-time entrance secondary vocational licensing and who have completed all applicable requirements except human relations, are eligible for a one-year nonrenewable license to allow time to complete the human relations program. Only one vocational license that entitles the licensee to work full time may be granted to an applicant who has not met the human relations requirement. The human relations requirements must be met before any secondary vocational license renewal or endorsement is made.

**Statutory Authority:** *MS s 125.05; 125.185.*

**History:** *15 SR 2267*

**8750.3800 PROCEDURES FOR VOLUNTARY SURRENDER OF TEACHING LICENSES.**

*[For text of subpart 1, see M.R.]*

Subp. 2. **Surrender date.** When the personnel licensing section receives the materials listed in subpart 1 by January 1, the date of surrender is July 1 of that year. When the materials are received after January 1, the date of surrender is July 1 of the following calendar year. An applicant may revoke the request. The revocation must be made in writing to the executive secretary no later than December 31 of the year in which the request for voluntary surrender is received by the executive secretary.

*[For text of subps 3 to 5, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185.*

**History:** *15 SR 2267*

**8750.3810 PROCEDURES FOR REVOCATION OR SUSPENSION OF ALL TEACHING LICENSES.**

Subpart 1. **Statutory requirements.** Licenses shall be revoked or suspended pursuant to Minnesota Statutes, sections 125.09, and 125.185, or part 8750.3830.

Subp. 2. **Revocation.** Revocation shall include the cancellation or repeal of a teaching license and/or renewal privilege. Revocation shall disqualify a person from teaching, or performing any other function, which is permitted on the basis of holding a license issued pursuant to the rules of the Board of Teaching. Revocation shall be final, except that a person whose license has been revoked may petition the Board of Teaching for a license pursuant to part 8750.3820, subpart 1.

Subp. 3. **Suspension.** Suspension shall include the temporary withdrawal of a teaching license and/or renewal privilege. Suspension shall disqualify a person from teaching or performing any other function which is permitted on the basis of holding a license issued pursuant to the rules of the Board of Teaching. The length of each suspension and any terms and conditions attached thereto shall be determined by the Board of Teaching upon the consideration of the following factors:

- A. the activity of the individual which led to the license suspension;
- B. any relevant mitigating factors which the individual may interpose on his or her behalf;
- C. the prior teaching record of the individual; and
- D. other similar factors.

Unless otherwise provided by the Board of Teaching, a revocation or suspension applies to each license or renewal privilege held by the individual at the time final action is taken by the Board of Teaching. A person whose license or renewal privilege has been suspended or revoked shall be ineligible to be issued any other license by the Board of Teaching during the pendency of the suspension or revocation.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.3820 ISSUANCE OR REINSTATEMENT OF A LICENSE AFTER REVOCATION OR SUSPENSION.**

Subpart 1. **After revocation.** A person whose teaching license or renewal priv-

ilege has been revoked by the Board of Teaching may apply for and shall be granted an entrance license upon presentation of competent evidence that all terms and conditions which the board may have imposed have been fulfilled, and upon meeting current entrance licensure standards.

**Subp. 2. After suspension.** A person whose teaching license or renewal privilege has been suspended by the Board of Teaching may apply for reinstatement of that license in one of the following manners:

A. If the suspended license was an entrance or a one-year license which has expired during the suspension, that license will be reinstated upon proper application after the period of suspension has expired and upon presentation of competent evidence that all terms and conditions which the board may have imposed have been fulfilled, provided that the applicant has met renewal requirements. A person whose license has lapsed for more than one fiscal year must meet the requirements of part 8750.3600 to reinstate the license. A five-year continuing license must be granted after all other conditions stated in subpart 2, item A, and criteria for issuance of the five-year continuing license have been met.

B. If the suspended license was an entrance or a one-year license which has not expired during the suspension, the person may resume teaching for whatever period of time remains on that license after the period of the suspension has expired and upon presentation of competent evidence that all terms and conditions which the board may have imposed have been fulfilled.

C. If the suspended license was a continuing license which has not expired during the period of the suspension, the person may resume teaching for whatever period of time remains on the continuing license after the suspension has expired and upon presentation of competent evidence that all terms and conditions which the board may have imposed have been fulfilled.

D. If the suspended license was a continuing license which expired during the period of the suspension, the person may apply for another continuing license which shall be granted provided that the suspension has expired and upon presentation of competent evidence that all terms and conditions which the board may have imposed have been fulfilled, and further provided that current continuing education requirements have been completed. A person whose license has lapsed for more than one fiscal year must meet the requirements of part 8750.3600 to reinstate the license.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

### **8750.3830 CODE OF ETHICS FOR MINNESOTA TEACHERS.**

**Subpart 1: Scope.** Each teacher, upon entering the teaching profession, assumes a number of obligations, one of which is to adhere to a set of principles which defines professional conduct. These principles are reflected in the following code of ethics, which sets forth to the education profession and the public it serves standards of professional conduct and procedures for implementation.

This code shall apply to all persons licensed according to rules established by the Board of Teaching.

**Subp. 2. Standards of professional conduct.** The standards of professional conduct are as follows:

A. A teacher shall provide professional education services in a nondiscriminatory manner.

B. A teacher shall make reasonable effort to protect the student from conditions harmful to health and safety.

C. According to state and federal laws, a teacher shall disclose confidential information about individuals only when a compelling professional purpose is served or when required by law.

D. A teacher shall take reasonable disciplinary action in exercising the authority to provide an atmosphere conducive to learning.

E. A teacher shall not use professional relationships with students, parents, and colleagues to private advantage.

F. A teacher shall delegate authority for teaching responsibilities only to licensed personnel.

G. A teacher shall not deliberately suppress or distort subject matter.

H. A teacher shall not knowingly falsify or misrepresent records or facts relating to that teacher's own qualifications or to other teachers' qualifications.

I. A teacher shall not knowingly make false or malicious statements about students or colleagues.

J. A teacher shall accept a contract for a teaching position that requires licensing only if properly or provisionally licensed for that position.

**Subp. 3. Statutory enforcement of code: complaints, investigation, and hearing.** The enforcement of the provisions of the code of ethics for Minnesota teachers shall be in accord with Minnesota Statutes, section 214.10.

**Subp. 4. Complaints handled by board.** When oral complaints alleging violations of the code of ethics are received, the executive secretary of the Board of Teaching shall request the complaining party to submit the complaint in writing within ten days.

Upon the receipt of a complaint in writing alleging violations of the code of ethics, the teacher named in the complaint shall be notified in writing within ten days of the receipt of the complaint.

The teacher shall be entitled to be represented by the teacher's own counsel or representative at each stage of the investigation and hearing.

**Subp. 5. Enforcement procedures.** The Board of Teaching may impose one or more of the following penalties when it has found a violation of the code of ethics. These actions shall be taken only after all previous efforts at remediation have been exhausted.

A. The Board of Teaching may enter into agreements with teachers accused of violating the code of ethics which would suspend or terminate proceedings against the teacher on conditions agreeable to both parties.

B. A letter of censure from the Board of Teaching may be sent to the person determined to be in violation of the standards of the code of ethics. A copy of the letter shall be filed with the Board of Teaching. The letters shall be kept on file for a period not to exceed one calendar year.

C. A teacher who has been found to have violated the code of ethics may be placed on probationary licensure status for a period of time to be determined by the Board of Teaching. The board may impose conditions on the teacher during the probationary period which are to be directed toward improving the teacher's performance in the area of the violation. During this period, the teacher's performance or conduct will be subject to review by the Board of Teaching or its designee. The review will be directed toward monitoring the teacher's activities or performance with regard to whatever conditions may be placed on the teacher during the probationary period. Before the end of the probationary period the Board of Teaching shall decide to extend or terminate the probationary licensure status or to take further disciplinary actions as are consistent with this part.

D. The license to teach of the person determined to be in violation of the standards of the code of ethics may be suspended for a period of time determined by the Board of Teaching.

E. The license to teach of the person determined to be in violation of the standards of the code of ethics may be revoked by the Board of Teaching.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*



**8750.3840 APPEAL TO BOARD OF TEACHING.**

All persons denied issuance or renewal of teaching licenses, and all Minnesota teacher-preparing institutions denied program or college approval, and all persons licensed by the Minnesota Board of Teaching whose appeals are denied by the local vocational relicensure committee, are entitled to a hearing pursuant to Minnesota Statutes, chapter 14, on the denial and to a final decision by the Board of Teaching.

A person or an institution entitled to a hearing under the provisions of this part shall file a written request for a hearing with the executive secretary of the Board of Teaching within 30 days from the date of the denial. Failure to file a written request for a hearing within 30 days constitutes a waiver of the individual's right to a hearing.

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.4200 ALTERNATE FORMS OF OCCUPATIONAL EXPERIENCE.**

Subpart 1. **Who may use.** Except where otherwise stated in this part and in parts 8750.0200 to 8750.2140, an applicant may use the following alternative experiences to meet occupational experience requirements. Except for converting to secondary trade and industrial occupations in accordance with criteria established in parts 8750.1800 to 8750.2140, the alternatives may not be used by non-baccalaureate applicants who have completed less than a two-year program in the category of practice.

*[For text of subps 2 to 5, see M.R.]*

Subp. 6. **Funded Minnesota technical college vocational teaching.** An applicant for a secondary vocational license according to criteria established in current vocational licensure rules who holds a valid postsecondary vocational license in the same category of practice may substitute Minnesota technical college teaching within the past five years in that category of practice for the required recent 500 hours in an emphasis area. In this subpart, "the same category of practice" means a license in one of the occupational emphasis areas listed in the secondary license for which application is made or in a category of practice in which at least 50 percent of the program instruction is in the occupational emphasis areas listed in the secondary license for which application is made. The program content must be verified by the local vocational administrator responsible for the program. One year (1,080 hours) of vocationally funded teaching substitutes for the prerequisite 500 hours.

*[For text of subp 7, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.6200 SECONDARY VOCATIONAL LIMITED LICENSE.**

*[For text of subps 1 to 3, see M.R.]*

Subp. 4. **Duration of limited licenses.** A limited license issued before January 1 of a school year is valid for the remainder of that school year only, and expires on June 30 of the school year following issuance. A limited license issued after January 1 of a school year is valid for the remainder of that school year plus the school year immediately following, and expires on the second June 30 following issuance.

*[For text of subp 5, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*

**8750.8000 FORMATION OF LOCAL VOCATIONAL RELICENSURE COMMITTEE.**

Subpart 1. **Voting.** A person is eligible to vote in elections for the local vocational relicensure committee if the person holds a valid regular five-year secondary vocational license or a valid secondary vocational license on a sequence preparatory to obtaining a regular five-year secondary vocational license in a school district, approved vocational or cooperative center, or nonpublic school. Local vocational administrators and supervisors are not eligible to vote unless also holding a nonadministrative, nonsupervisory secondary vocational license.

Four members constitute a quorum. A majority vote of those voting members in attendance is enough to take action.

*[For text of subps 2 and 3, see M.R.]*

**Statutory Authority:** *MS s 125.05; 125.185*

**History:** *15 SR 2267*