



Eligibility for a Previous Qualification

A teacher who is not endorsed in a particular content area may still be qualified to teach that area based on original license issue date and coursework completed. Educators licensed prior to July 1, 2004, are grandfathered into assignments that would otherwise require an endorsement. The educator must be deemed previously qualified and have the applicable designation added to their ELIS account prior to teaching in the new position.

Follow these steps to assign a previously qualified teacher to a new position.

1

Verify the educator holds a valid license that was issued prior to July 1, 2004.

2

Confirm the educator's license is valid for the applicable grade or grade range.

3

Contact your Regional Office of Education/Intermediate Service Center to request that previous qualification evaluations be completed for the qualified educator in the applicable subject area and grade range.

4

Ask the educator to submit official transcripts if none are on file (educator must have 16 semester hours of coursework in the content area they will be teaching).

5

Assign the educator to the new position.

For more information, visit [isbe.net](https://www.isbe.net).

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