

2. License based on equivalency. A regular license may be issued to an applicant who has not completed an approved program, if the applicant has obtained a statement from a college or university offering an approved program that the applicant has completed the equivalent of an approved program, and if the applicant meets all of the requirements of this chapter for the license, except completion of an approved program.

3. License based on experience. A regular license may be issued to an applicant who presents evidence of having completed an approved program from another state, except student teaching, if the applicant verifies eligibility for acceptance into student teaching from the institution, meets all applicable requirements of this chapter, except student teaching, and verifies 3 or more years of successful teaching experience in the subject and grade level of preparation.

(b) *Renewal.* 1. Except as provided under pars. (c) and (e), a regular license may be renewed if the applicant satisfactorily completes 6 semester credits or the equivalent of continuing professional education during the 5 years immediately preceding his or her application for renewal. The 6 semester credits or the equivalent shall be directly and substantively related to one or more of the licenses held by the applicant or to the applicant's professional competency.

2. Except as provided under subd. 3, the 6 semester credits or the equivalent may be earned by one or a combination of the following:

a. Semester or equivalent quarter credits earned at an institution with a program approved under ch. PI 4 or at an accredited baccalaureate or graduate degree-granting college or university.

b. Semester or equivalent quarter credits earned in an off-campus course which has been accepted under s. PI 3.023.

c. Equivalent clock hours earned in a workshop, seminar or conference approved under s. PI 3.025 (1) and (2). Thirty clock hours earned at a workshop, seminar, or conference shall be equivalent to one semester credit earned at an accredited college or university.

d. Equivalent clock hours earned in a professional field experience approved under s. PI 3.025 (1) and (3). Eighty clock hours earned in a professional field experience shall be equivalent to one semester credit earned at an accredited college or university.

e. Equivalent credit earned in a professional growth experience approved under s. PI 3.025 (4), while employed as a mentor in a department approved program or as a cooperating teacher in a student teaching program approved under s. PI 4.10.

f. Equivalent credit earned in a professional growth experience approved under s. PI 3.025 (5), while employed as an ad hoc faculty member teaching in a program approved under ch. PI 4. A person who is regularly employed at the post-secondary level may not earn equivalent credit under this subparagraph.

## PI 3

g. For persons regularly employed as faculty at the post-secondary level, equivalent credit earned in a professional growth experience approved under s. PI 3.025 (5), while on special assignment within grade levels prekindergarten to 12 in a public or private school or public school district. Equivalent credit may not be earned for an assignment which is part of the faculty member's regular or contracted responsibilities.

3. No more than one experience under subpars. d to g, equivalent to no more than 3 semesters credits, may be counted in meeting the professional education requirement in a 5-year period.

(c) *Exemption from the continuing professional education requirement.*

The continuing professional education requirement under par. (b) is not required for renewal for the school occupational therapist license under s. PI 3.36, the school occupational therapy assistant license under s. PI 3.365, the school physical therapist license under s. PI 3.37, the school physical therapist assistant license under s. PI 3.375, the substitute teacher license under sub. (8), the substitute educational interpreter - hearing impaired license under sub. (9), or the special education program aide license under s. PI 3.39.

(d) *Refresher work.* An applicant who meets the license requirements under this chapter, but who has not been regularly employed in the teaching profession within the 5 consecutive years immediately prior to application for the license or renewal, may be issued a regular license or renewal upon completion of 6 semester credits or the equivalent of continuing professional education as described under par. (b) during these 5 years.

(e) *Educational interpreter - hearing impaired license renewal.* An educational interpreter - hearing impaired license may be renewed if the applicant satisfactorily completes 6 semester credits or the equivalent of continuing professional education during the 5 years immediately preceding his or her application for renewal. The 6 semester credits or the equivalent shall be directly and substantively related to one or more of the licenses held by the applicant or to the applicant's professional competency. The 6 semester credits or the equivalent may be earned by one or a combination of the following:

1. Semester or equivalent quarter credits earned at an accredited baccalaureate degree-granting college or university.
2. Semester or the equivalent quarter credits earned in an off-campus course which has been accepted under s. PI 3.023.
3. Equivalent clock hours earned in a workshop, seminar or conference approved under s. PI 3.025 (1) and (2). Thirty clock hours earned at a workshop, seminar, or conference shall be equivalent to one semester credit earned at an accredited college or university.
4. Semester credits earned at a vocational, technical adult education institution.

(3) **LIFE LICENSE.** (a) *Issuance.* Effective July 1, 1983, life licenses are no longer issued.

(b) *Validity*. 1. A life license issued prior to July 1, 1962, is valid for the lifetime of the holder unless revoked by the state superintendent.

2. A life license issued on or after July 1, 1962, is valid as long as the holder is active in the teaching profession, unless revoked by the state superintendent. Employment in the teaching profession for at least 90 days in a given school year shall be sufficient to maintain the validity of this license. This license shall become invalid if, for 5 or more consecutive years, the holder is not actively employed in the teaching profession. The invalidated license may be revalidated if the applicant satisfactorily completes 6 semester credits or the equivalent as described in sub. (2) (b) during the 5-years immediately preceding his or her application for revalidation.

(4) **MINOR DEFICIENCIES LICENSE**. An initial two-year license may be issued to an applicant who has completed an approved program in another state but who has minor course work deficiencies under this chapter. This license may be renewed provided that the person has completed at least 12 semester credits toward removal of the deficiencies.

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(5) **ONE-YEAR LICENSE**. A one year license may be issued as follows:

(a) To an applicant who has not met the continuing education requirement for renewal of a regular license under sub. (2) (b). This one-year license may not be renewed. For renewal of the regular license, the applicant shall meet the requirements under sub. (2) (b).

(b) To an applicant who meets the license requirements under this chapter, but who has not been regularly employed in the teaching profession within the 5 consecutive years immediately preceding application for the license or renewal, upon the written request of an employing school district administrator. For issuance or renewal of the regular license, the applicant shall meet the refresher work requirement under sub. (2) (d).

(c) To an applicant who has not met the regular license requirements under subch. XII, but who meets the requirements for an administrator's license as specified under s. PI 3.55 (2).

(6) **SPECIAL LICENSES AND PERMITS**. (a) *Special license*. 1. A special license which authorizes a licensed teacher to teach in an assignment other than that for which he or she holds a license may be issued for one specific assignment. A special license issued under this section is valid for a period not to exceed one year and expires on June 30, unless an earlier expiration date is specified in the special license.

2. The district administrator or designated official of the employing school district shall request a special license in writing with full explanation and justification of the need. The request shall state that a search was conducted for a fully-licensed teacher and an explanation of why any fully-licensed candidates were not acceptable for employment.

3. The district administrator or designated official of the employing school district may request that a special license be renewed. The special license may be renewed if, between the date of issuance and

the proposed renewal date, the applicant satisfactorily completes at least 6 semester credits toward completion of an approved program. The request for renewal shall be in writing and shall include a full explanation of the need for renewal.

4. The state superintendent may issue or deny a special license. The state superintendent shall deny a special license to an applicant who has not met the requirements in s. PI 3.05 (7), if the applicant completed the initial professional education program on or after August 31, 1992.
5. A special administrator license may only be issued as specified in s. PI 3.55 (2).

(b) *Permit.* A permit which authorizes the holder to be employed for one specific assignment may be issued as follows:

1. Teacher permit. a. A one-year teacher permit which authorizes the holder to be employed as a teacher may be issued to a person who has a bachelor's degree but does not meet the license requirements under this chapter. A permit issued under this subdivision is valid for a period not to exceed one year and expires on June 30, unless an earlier expiration is stated in the permit.

- b. The district administrator or designated official of the employing school district shall request a permit in writing with full explanation and justification of the need. The request shall state that a search was conducted for a fully-licensed teacher and that a fully licensed teacher is not available.

- c. The district administrator or designated official of the employing school district may request that a permit be renewed. The permit may be renewed if, between the date of issuance and the proposed renewal date, the applicant satisfactorily completes at least 6 semester credits toward completion of an approved program. The request for renewal shall be in writing, shall include a full explanation of the need for renewal and shall state that a search was conducted for a fully-licensed teacher and that a fully licensed teacher is not available.

- d. The state superintendent may issue or deny a permit under this subdivision.

2. Educational interpreter - hearing impaired permit. a. A one-year educational interpreter - hearing impaired permit which authorizes the holder to be employed as an educational interpreter may be issued to a person who seeks a license as an educational interpreter - hearing impaired but does not meet the license requirements under s. PI 3.392. A permit issued under this subparagraph is valid for a period not to exceed one year and expires on June 30, unless an earlier expiration is stated in the permit.

- b. The district administrator or designated official of the employing school district shall request a permit in writing with full explanation and justification of the need. The request shall state that a search was conducted for a fully-licensed educational interpreter - hearing impaired and that a fully-licensed educational interpreter - hearing impaired is not available.

- (d) Structure, function, and pathological implications of the eye.
  - (e) Instructional aids and materials for the visually impaired.
  - (f) Teaching activities of daily living skills.
- (2) Student teaching visually impaired pupils at the appropriate level.

**History:** Cr. Register, April, 1988, No. 388, eff. 5-1-88; am. (1) (intro.), (2); Register, July, 1993, No. 451, eff. 8-1-93.

**PI 3.32 Orientation and mobility - 826, K-12.** Effective July 1, 1986, a regular license in orientation and mobility - 826 shall be issued to an applicant who has completed all of the following:

- (1) At least 12 semester credits in general professional education course work, including all of the following:
  - (a) Child or adolescent psychology.
  - (b) Measurement and evaluation.
  - (c) Psychology of education or educational psychology.
  - (d) Curriculum and methods of instruction.
- (2) An orientation and mobility program approved by the American Association of Workers for the Blind/Association for Education of the Visually Handicapped.

**History:** Cr. Register, April, 1988, No. 388, eff. 5-1-88.

**PI 3.33 Orthopedic disability - 815 - K-12.** An orthopedic disability - 815 license may be issued to an applicant who has completed the requirements listed in s. PI 3.25 (3) and at least 12 semester credits which include methods of teaching the orthopedically disabled and student teaching orthopedically disabled pupils. Additional course work may be selected from the following:

- (1) Kinesiology or physical reconstruction.
- (2) Remedial reading.
- (3) Survey of pathology of orthopedic condition.
- (4) Survey of speech correction techniques.
- (5) Techniques of teaching mentally retarded pupils.

**History:** Cr. Register, April, 1988, No. 388, eff. 5-1-88.

**PI 3.34 Early childhood - exceptional educational needs - 808.** A license under this section is required for all persons who are employed as teachers of early childhood-exceptional educational needs. An early childhood - exceptional educational needs - 808 license may be issued to an applicant who has completed the general requirements in s. PI 3.05 and an approved program including at least 34 semester credits, which includes all of the following:

- (1) Child growth and development.
- (2) Educational psychology or psychology of learning.
- (3) Psychology of the exceptional child.

Register, July, 1993, No. 451

## PI 3

- (4) Methods and curriculum in early childhood education.
- (5) Methods of teaching reading.
- (6) Student teaching with normal young children.
- (7) Introduction in the education of the young exceptional child.
- (8) Assessment of the young exceptional child.
- (9) Language development and disorders of the young exceptional child.
- (10) Organization and administration of programs for the young exceptional child.
- (11) Methods, curriculum and materials for the young exceptional child.
- (12) Student teaching with the young exceptional child.
- (13) Parent training and family involvement of the young exceptional child.

History: Cr. Register, April, 1988, No. 388, eff. 5-1-88.

**PI 3.35 Speech and language pathology - 820.** A regular license as a speech and language pathologist may be issued to an applicant who meets the following requirements:

- (1) Has completed the general requirements in s. PI 3.05 and an approved program.
- (2) Has earned a master's degree in communicative disorders, including speech pathology, audiology and language disorders, with training including a minimum of 60 semester credits of which at least 24 semester credits are graduate credits, and which are selected in accordance with the following:
  - (a) *Professional education.* Eighteen semester credits in professional education, as follows:
    1. At least 9 semester credits in basic and related areas, which include learning theory, and child and adolescent development. Additional course work may be selected from the following content areas:
      - a. Child and adolescent psychology.
      - b. Clinical psychology.
      - c. Developmental and remedial reading.
      - d. Educational psychology or psychology of learning.
      - e. Interprofessional relationships.
      - f. Personality adjustment.
      - g. Physiological psychology.
      - h. Statistics.

Register, July, 1993, No. 451

- c. The district administrator or designated official of the employing school district may request that a permit be renewed. This permit may be renewed if, between the date of issuance and the proposed renewal date, the applicant satisfactorily completes at least 6 semester credits toward completion of the licensing requirements under s. PI 3.392.
- d. The state superintendent may issue or deny a permit under this subdivision.
3. Mathematics and science permit. a. A 2-year permit which authorizes the holder to teach in mathematics and science using a team approach with licensed mathematics or science teachers may be issued to a person under this subdivision to enhance curriculum and instruction in these subjects. A permit under this subpar. may be issued to a person who is eligible under s. 118.192 (2), Stats., and who has successfully completed a 100 hour training program established by the state superintendent.
- b. A permit holder under this subdivision shall work under the supervision of a licensed elementary classroom teacher or under the supervision of a middle or secondary teacher licensed in mathematics or science. In this subparagraph, "supervision" means the licensed teacher is available to coordinate, direct, and inspect the practice of the person holding a permit under this subdivision.
- c. A permit holder under this subdivision may not be assigned sole responsibility for classroom instruction and may not be hired to fulfill the responsibility of a fully-licensed teacher.
- d. A permit holder under this subdivision shall be subject to the personnel evaluation required under s. 121.02 (1) (q), Stats.
- e. A permit holder under this subdivision may request that a permit be renewed. The permit may be renewed if, between the date of issuance and the proposed renewal date, the applicant satisfactorily completes at least 2 semester credits or the equivalent of continuing professional education directly and substantively related to the permit held by the applicant or to the applicant's professional competency. The requirement under this subparagraph may be waived if an extraordinary circumstance exists and if the waiver is approved by the state superintendent.
- f. The district administrator of the employing school district or his or her designated official shall submit to the state superintendent, by September 1 annually, an explanation of how the mathematics and science programs will be enhanced by the employment of a person holding a permit under this subdivision.
- g. The district administrator of the employing school district or his or her designated official, within 30 days after the end of the school year in which a permit holder was employed, shall submit a report to the state superintendent that explains how the mathematics and science programs were enhanced including an explanation of the role of the permit holder.
- h. The district administrator shall ensure that the regularly licensed teacher assigned to supervise persons holding a permit

under this subdivision has at least 3 years of successful teaching experience with at least one year in the district of current employment. The requirements under this subparagraph may be waived, in whole or in part, if an extraordinary circumstance exists and if the waiver is approved by the state superintendent.

- i. The state superintendent may issue or deny a permit under this subdivision.
4. School audiologist permit. a. A one-year school audiologist permit which authorizes the holder to be employed as a school audiologist may be issued to a person who meets the requirements under s. PI 3.355 (1) (b) and who seeks a license as a school audiologist but does not meet the license requirements under s. PI 3.355. A permit issued under this subparagraph is valid for a period not to exceed one year and expires on June 30, unless an earlier expiration is stated in the permit.
  - b. The district administrator or designated official of the employing school district shall request a permit in writing with full explanation and justification of the need. The request shall state that a search was conducted for a fully-licensed school audiologist and that a fully-licensed audiologist is not available.
  - c. The district administrator or designated official of the employing school district may request that a permit be renewed. This permit may be renewed if, between the date of issuance and the proposed renewal date, the applicant satisfactorily completes at least 6 semester credits towards completion of the requirements under s. PI 3.355 (1) (a).
  - d. The state superintendent may issue or deny a permit under this subdivision.
- (c) *Special three-year license.* 1. Effective July 1, 1993, a special three-year, non-renewable license which authorizes a licensed teacher to teach in the areas of emotional disturbance or learning disabilities may be issued if all of the following conditions are met:
- a. A request for a license is made as specified under par. (a) 2.
  - b. The applicant is enrolled in an approved program leading to a regular license under s. PI 3.28 or 3.29 and the enrolling institution certifies that the program can be completed within the three-year time period of the special license.
  2. The applicant under subd. 1 b may submit a portfolio for review by an institution to determine if any of the requirements under s. PI 3.28 or 3.29 may be waived by the institution under s. PI 4.07.
  3. The applicant under subd. 1 b shall student teach on the job for a maximum of 2 semester credits. The requirement under this subdivision may be waived by the institution based on the portfolio review under subd. 2.
  4. The applicant under subd. 1 b shall complete 1/3 of the regular license requirements under s. PI 3.28 or 3.29 each year and shall submit evidence of successful teaching experiences by the employing school district to the state superintendent. If the applicant does not

meet the requirements under this subdivision, the special license may be rescinded by the state superintendent.

5. A special license issued under this paragraph will remain in effect no later than June 30, 1998.
6. A special license under this paragraph will not be issued after June 30, 1995.
- (7) **INTERN LICENSE.** An intern license may be issued to a person assigned to a school system through an internship program approved by the state superintendent. An intern shall hold an intern license to receive a stipend from a board of education. The license may be issued only to a student recommended by the proper preparation institution authorities and who holds senior or graduate rank. A request signed by the district administrator of the participating school district shall be filed as a condition for the issuance of an intern license. An intern is assigned to limited administrative, pupil service or instructional duties under the direction of a fully licensed practitioner in the specific field of internship.
- (8) **SUBSTITUTE TEACHER LICENSE.** (a) A substitute teacher license may be issued for a period of 5 years to an applicant who has held or is eligible to hold a regular Wisconsin license or the equivalent license in another state. Any teacher who holds a regular license may substitute teach as specified in par. (b).

(b) A short-term substitute shall be a licensed teacher or a licensed substitute teacher; however, a short-term substitute may be employed to teach any subject at any grade level. A long-term substitute shall be a licensed teacher or a licensed substitute teacher; however, a long-term substitute may be employed only in the subject and grade level in which the teacher is licensed. An emergency license may be granted to a long-term substitute under sub. (6).

- (9) **SUBSTITUTE EDUCATIONAL INTERPRETER - HEARING IMPAIRED LICENSE.** A substitute educational interpreter - hearing impaired license may be issued for a period of 5 years to an applicant who holds or is eligible to hold an educational interpreter - hearing impaired license under s. PI 3.392 or the equivalent license in another state, or to an applicant who is at least 18 years of age, holds a valid department of health and social services quality assurance level 2 certification under ch. HSS 267 or the equivalent. In addition, an applicant shall meet one of the following requirements:

- (a) Has at least 2 years of experience in supervision of structured youth activities.
- (b) Has completed at least 2 years of college education.
- (c) Has a combination of education and experience under pars. (a) and (b) totaling 2 years.
- (d) Has completed a 2-year program in child care and development.

**History:** Cr. Register, April, 1988, No. 388, eff. 5-1-88; am. (2) (b) 2. a., renum. (2) (b) 2. b. and c. to be 2. c. and d., cr. (2) (b) 2. b., Register, February, 1989, No. 398, eff. 9-1-89; am. (2) (b) 2. intro. and d., cr. (2) (b) 2. e. to g. and 3., (5) (a) 5., Register, November, 1990, No. 419,

Register, July, 1993, No. 451

eff. 12-1-90; am. (2) (b) 1. and (c), r. (4) (b) 1., renum. (4) to (7) to be (5) to (8) and am. (6) (b), cr. (2) (e), (4), (6) (b) 2. and (9), Register, August, 1991, No. 428, eff. 9-1-91, except (2) (b) 1., (c) and (e), (6) (b) and (9), eff. 7-1-92; am. (2) (c), cr. (5) (c), Register, March, 1992, No. 435, eff. 4-1-92; except (2) (c), eff. 7-1-92; am. (2) (c) and (e) 3., cr. (6) (b) 3., Register, November, 1992, No. 443, eff. 12-1-92; cr. (6) (b) 4. and (c), Register, July, 1993, no. 451, eff. 8-1-93.

**PI 3.04 License revocation and reinstatement. (1) DEFINITIONS.** In this section:

- (a) "Immoral conduct" means conduct or behavior which is contrary to commonly accepted moral or ethical standards.
- (b) "Incompetency" means a substantial, prolonged pattern of inadequate performance of duties or the lack of ability, legal qualifications or fitness to discharge required duties, affecting the health, welfare, safety or education of pupils.
- (c) "Reinstatement" means restoring the rights, privileges and authority previously revoked.

Next page is numbered 19