

An Overview of Utah Educator License Renewal

Educators in Utah hold one of three license types with at least one area of concentration:

Professional License

Valid for 5 years

Requires a bachelor's degree, **or** skill certification in a specific CTE area

Requires demonstration of content knowledge and pedagogical competency

Associate License

Valid for 3 years

Requires a bachelor's degree, **or** enrollment in an educator preparation program that will result in a bachelor's degree, **or** skill certification in a specific CTE area

Requires demonstration of content knowledge **or** enrollment in educator preparation program **and** completion of general pedagogical modules.

Requires an established professional learning plan that includes formal observation and feedback processes

LEA-Specific License

Valid for 1-3 years in the requesting LEA only

Requires an established professional learning plan and training in general pedagogical topics.

All Utah educators are required to maintain a valid educator license. Educators may apply for renewal of an expiring license between January 1 and June 30 of the license expiration year.

To renew a license, all educators must:

- Accrue 100 license renewal points by engaging in professional renewal activities prior to license renewal, beginning with the date of each new license renewal.*
- Complete an ethics review and maintain ongoing background monitoring.

Educators holding an associate license must have less than 3 years of teaching experience with a possible one-year extension of the associate license at the request of the school district or charter school. These educators will also be required to meet content knowledge requirements and redo the professional learning modules required for an associate license.

* Educators who before July 2020 had a Level 2/3 License have the option to use the old renewal processes requiring 205 points until June 30, 2025.

School districts and charter schools are responsible to provide opportunities for educators to complete a minimum of 20 license renewal points each year.

Educators are responsible for:

- Maintaining documentation to support participation in professional renewal activities that earn points.
- Scheduling and completing an ethics review and background monitoring in preparation for applying for license renewal.
- Retaining all such documentation for audit purposes for a minimum of two years from the date of renewal.

License renewal points are typically granted based on clock hours, with one clock hour of time being equivalent to one point. Educators earn 10 points annually by receiving a “highly effective” evaluation. Remaining renewal points are earned by engaging in professional renewal activities in at least two of the following areas:

- **Professional learning experiences** such as university coursework, USBE professional learning, curriculum development, school improvement, training and support designed specifically for new teachers, conferences, workshops, institutes, trainings, symposia, or staff-development programs (90 point maximum)
- **Educator collaboration activities** (30 point maximum)
- **Professional service** (50 point maximum)
- **Alternate learning opportunities** (30 point maximum)

For more information about licensing:

<https://www.schools.utah.gov/licensing>

For more information on license renewal:

<https://www.schools.utah.gov/licensing/renew>

To access forms for license renewal:

<https://www.schools.utah.gov/licensing/program/forms>