

Educator Licensing Newsletter



Podcast Version

You can now LISTEN or WATCH the newsletter instead of reading it! [Click here to listen/watch](#) the 11/19/2025 Educator Licensing Newsletter Podcast (created by [NotebookLM](#)).

Sign up for Newsletter Listserv

If you would like to receive future Licensing Newsletters, please subscribe to the [Licensing News Listserv](#) through UEN.

Change to APPEL Website URL

The Educator Preparation team created a new website and moved the [APPEL Programs page](#) from Licensing to the new [Educator Preparation website](#). Please adjust your records accordingly.

USIMS Errors & Workarounds

Any individual who encounters any error or issue with USIMS should contact USIMShelp@schools.utah.gov

Licensing Coaching

Book a licensing coaching session: [Book time with Malia Hite](#)

If you have any specific feedback for the Educator Licensing team to consider, please contact [Malia Hite](#).

(801) 538-7740

[Educator Licensing Website](#)



Utah State
Board of
Education

Educator
Licensing

CACTUS Still Working/Available!

Due to complications in USIMS development, the **CACTUS RDS is still available for LEA users**. It will remain online and available until further notice. **It will likely be available until the winter holiday break.**

CACTUS/USIMS Transition Timeline

Starting December 1st, a few LEAs will begin using USIMS for educator licensing data and assignments. Once that soft launch testing period is complete, the CACTUS RDS will be turned off and all LEAs will use USIMS. **USBE will have access to CACTUS after the RDS is turned off.** You may review the [CACTUS/USIMS Transition Timeline](#). The [Public Educator Licensing Lookup](#) website will remain available with accurate data. **Request a CACTUS account now for anyone who will need access to USIMS; the training is not required.** For additional information, please contact [Malia Hite](#).

USIMS: LEA First Look Training

Have you missed our USIMS webinar on November 12, 2025? You may review the **video** (<https://bit.ly/1stUSIMSvideo>) or **slides** (<https://bit.ly/1stUSIMS>). For more questions about the USIMS webinar, please contact [Malia Hite](#).

USBE IT Update

The USBE IT Application Helpdesk changed how users access our [Support Portal](#) starting **Saturday, November 1st**. The system has updated login processes to include additional security features. We apologize for any inconvenience these changes may cause for our LEA partners. We remain committed to providing you with timely and responsive support for our IT systems. Please contact the Help Desk, apphelpdesk@schools.utah.gov or 801-538-7800, for support with the new login process.

Licensing Rule Updates

R277-325: Exit survey must be administered to all licensed educators who exit. R277-311: Adapted PE now requires CPR. Any feedback should be directed to [Malia Hite](#).

Build Your Future Teachers with U-RAPT!

Partner with the [Utah Registered Apprenticeship Program for Teachers \(U-RAPT\)](#) to develop your own qualified educators. This program offers a sustainable pipeline to recruit and retain talent by providing:

- **Supported skill development** through structured on-the-job learning.
- **Related instruction** leading to a bachelor's degree and teaching license.
- **Clear guidance** for candidates to complete requirements and apply for a full apprenticeship.

Invest in your future teaching force. Partner with U-RAPT! [U-RAPT PA tuition flyer](#)

Contact: christina.guevara@schools.utah.gov • 801-538-7778

ENDORSEMENTS UPDATES

The following updated endorsements are now available and posted on the [Endorsements webpage](#). For more information, please contact [Liz Bunker](#).

- [Elementary Arts Integration Endorsement Application](#)
- [Elementary Arts Integration Endorsement Specs](#)
- [Elementary Theatre Specialist Endorsement Application](#)
- [Elementary Theatre Specialist Endorsement Specs](#)
- [Secondary Theatre Endorsement Application](#)
- [Secondary Theatre Endorsement Specs](#)

Educator Qualification Report

Here is the link to the Educator Qualification Report: [Educator Qualifications](#). Your LEA may choose to link to this page instead of manually updating your teacher qualification percentages, if you use LEA-Specific licenses. The report is updated on this webpage each November, March, and July annually.