

SUBSTITUTE LICENSE

REQUIREMENTS

1. Must hold a bachelor's degree or higher from a regionally accredited institution of higher education
2. Valid for substitute teaching in all grades of the public schools, prekindergarten through grade 12

Notes:

- Substitute licenses are valid for 5 years, and may be renewed with the payment of registration fees.
- <https://www.isbe.net/Documents/Sub-Para-Checklist.pdf>
- <https://www.isbe.net/Documents/how-become-sub-teacher.pdf>

FAQS

1. If I hold a valid Professional Educator License, Educator License with Stipulations or Paraprofessional License, am I qualified to be a substitute teacher?

If you hold a valid Professional Educator License, Educator License with Stipulations or Paraprofessional License and hold a bachelor's degree, you are qualified to be a substitute teacher. You **do not** need to hold a Substitute Teaching license.

2. Can I obtain a Substitute License if my Professional Educator License is lapsed?

Yes

SHORT TERM SUBSTITUTE LICENSE

REQUIREMENTS

1. Must hold an Associate's degree or higher from a regionally accredited institution of higher education or show completion of 60 semester hours of coursework.

Notes:

- Valid for substitute teaching in all grades of the public schools, prekindergarten through grade 12.
- Short-Term Substitute licenses are valid until June 30, 2023, and may not be renewed.
- Cannot teach more than 5 consecutive days per licensed teacher.
- Must complete a training program provided by the school board.
- Can serve as a paraprofessional
- Coursework must be at the 100-level or higher from a regionally accredited college or university.
- <https://www.isbe.net/Documents/how-become-sub-teacher.pdf>