

Oregon Administrative License Requirements, 2011

**please note that these requirements are accurate as of September 2011; they are, however, subject to change*

Initial Administrator License Requirements From OAR 584-080-0012 The IAL is valid for a total of 9 years after which time CAL requirements must be met.	Continuing Administrator License Requirements From OAR 584-080-0022 The CAL is valid for and may be renewed every 5 years.	Distinguished Administrator License Reqs. From OAR 584-080-0031 The DAL is valid for and may be renewed every 5 years.
Possess the personal qualifications for licensure including attainment of at least eighteen (18) years of age and possessing good moral character and mental and physical health necessary for employment as an educator.	Possess the personal qualifications for licensure including attainment of at least eighteen (18) years of age and possessing good moral character and mental and physical health necessary for employment as an educator.	<i>NB: This is a voluntary license.</i>
3 academic years of experience as a full-time licensed educator on any license appropriate for the assignment in: <ul style="list-style-type: none"> • A public school or regionally accredited private school in any state or other US jurisdiction; or • In Oregon in an ESD or state-operated or state-supported school or a federal school or a private school (ODE registered) or a private proprietary career school licensed by the SPI. 		Three years of half time or more experience on a transitional, initial, continuing, or out-of-state administrative license valid for the assignment functioning as a superintendent in a public school district, education service district, or regionally accredited private school system.
Hold a master's or higher degree in the arts and sciences or an advanced degree in the professions from a regionally accredited institution in the United States, or the foreign equivalent of such degree approved by the commission, together with an equally accredited bachelor's degree.	Complete beyond both the master's degree and the IAL program a TSPC-approved graduate Continuing Administrator License program. The CAL program may be waived by holding a regionally accredited doctor's degree in school administration or educational leadership.	Complete, beyond the CAL, an advanced education leadership or school administration program consisting of at least 12 SHs or 18 QHs of graduate credit or the equivalent; or in the alternative, hold a regionally accredited doctor's degree in school administration or educational leadership.
Complete, as part of the master's degree or separately, an initial graduate program in school administration at an institution approved for administrator education.		
Passing scores on: <ul style="list-style-type: none"> • NES/ORELA: Administrator test OR, if taken prior to 09/01/09, PRAXIS II: Educational Leadership test (#10410) (<i>NB:</i> L&C requires completion of the test as a part of its IAL program); and • *Basic skills test; and 	If not already taken, passing scores on: <ul style="list-style-type: none"> • NES/ORELA: Administrator test OR, if taken prior to 09/01/09, PRAXIS II: Educational Leadership test (#10410) (<i>NB:</i> L&C requires completion of the test as a part of its IAL program); and • *Basic skills test; and 	If not already taken, passing scores on: <ul style="list-style-type: none"> • *NES/ORELA: Civil Rights test *Or hold a Basic, Standard, Initial, or Continuing teaching or personnel service license.

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Passing fingerprint background check.	Passing fingerprint background check.	Passing fingerprint background check.
License must be applied for within three years of completing program requirements. If more than three years have passed, new program requirements must be met.	License must be applied for within three years of completing program requirements. If more than three years have passed, new program requirements must be met.	License must be applied for within three years of completing program requirements. If more than three years have passed, new program requirements must be met.
IAL Renewal Requirements (this license renews every 3 years) <i>For IALs issued prior to November 22, 2006</i>	CAL Renewal Requirements (this license renews every 5 years)	DAL Renewal Requirements (this license renews every 5 years)
IAL's issued prior to November 22, 2006, may have the following renewal requirements for administrators who are not *superintendents. Demonstration of: <ul style="list-style-type: none"> • One academic year full-time; or • Two academic years half-time; or • One hundred eighty (180) days as a substitute in administration or teaching; or • Enrollment in a TSPC-approved advanced administration program and completion of 6 SHs or 9 QHs of graduate credit toward the CAL. *A superintendent cannot renew the IAL but instead, upon it's expiration, must qualify for the CAL.	The CAL may be renewed for 5 years upon completion of a continuing professional development plan.	The CAL may be renewed for 5 years upon completion of a continuing professional development plan.
IAL Renewal Requirements (this license renews every 3 years) <i>For IALs issued after November 22, 2006</i>		
The IAL may be renewed twice for three years upon admission to a TSPC-approved CAL program and completion of 6 SHs or 9 QHs of course work in the program. (6 SHs/9 QHs of course work is required for each renewal.)	NB: The CAL program must be completed within the three years following the next renewal of the IAL if the holder of an IAL takes a position as a superintendent at any time within the life of the IAL.	