



Application for Emergency Credentials - Permit or Waiver (Non-Public School Use Only)

Individual Information

Last Name: _____ *First Name:* _____ *Middle Initial* _____

Social Security Number: _____ *Area Code and Phone Number:* _____ *Email Address:* _____

TN License Number (for waivers only): _____ *License Type(s) Held (e.g.; Professional, Practitioner, Instructional Leader):* _____ *License Expiration Date:* _____

Prior endorsement(s) held (name, code): _____ *Endorsement for permit (name, code):* _____ *Course name(s), code(s), number of sections for assignment pending a permit:* _____

The individual for whom the permit is requested currently holds a bachelor's degree from a regionally accredited institution, and [official transcripts are submitted to the department.](#)

Individual Information

Date individual staffed in permit position: _____ *School Name:* _____ *School Number:* _____

Academic Year: _____ *System Name:* _____ *System Number:* _____

The permit is requested to fill a vacant, high need, mission-critical position (core academic, non-instructional leader); and the school district engaged in a thorough, responsible, position-specific recruitment effort to find an appropriately licensed and endorsed candidate for the position for which the permit is requested, and has been unsuccessful in those efforts (documentation of recruitment efforts must be submitted with this application).

Rationale for why the individual recommended for the permit is the most qualified candidate:

Email address of LEA contact person for questions about this application:

Signatures

I hereby certify the information provided in this application is true and correct.

Individual Name (Print): _____ *Individual Signature:* _____ *Date:* _____

Human Resources Contact Name (Print): _____ *Human Resources Contact Signature:* _____ *Date:* _____

Director of Schools Name (Print): _____ *Director of Schools Signature:* _____ *Date:* _____

Submit completed applications via email to Educator.Licensure@tn.gov