

Local Eligibility License (LEL)

Frequently Asked Questions



In August 2024, the Virginia Board of Education (VBOE) approved the implementation of Senate Bill 142 which was passed by the General Assembly and signed into law by Governor Youngkin in the 2024 legislative session.

This bill requires the Board to enable school boards, with superintendent or board recommendation, to issue one-year, nonrenewable local eligibility licenses valid only within the issuing division. Eligible individuals must hold a baccalaureate degree, possess relevant experience or training, and not be seeking special education or a license that requires a master's degree or higher.

The bill also establishes specific requirements, criteria, and conditions relating to this local eligibility license option. This new legislation allows divisions to address critical needs with applicants close to qualifying for a provisional license. School divisions can now hire applicants for one year to allow more time to complete licensure requirements and support local eligibility teachers through the licensure process while they are also employed by the division.

Process

1. School divisions must calculate the maximum number of Local Eligibility Licenses that they are permitted to issue as this number cannot exceed 5% of the teachers employed by that school board during the preceding school year.
2. School divisions must identify candidates who are eligible and interested in a one-year local eligibility license.
3. School divisions must:
 - Verify the applicants' official transcripts.
 - Complete background checks on the applicant; and
 - Receive NASDTEC clearinghouse verification.
4. The division superintendent must complete the Local Eligibility Attestation form signed by the division school board chair.
 - a. The attestation form should be sent directly to the VDOE via email to Bryan Jackson, Director of Licensure for immediate processing at Bryan.Jackson@doe.virginia.gov
5. The division superintendent must submit the Local Eligibility Application form on behalf of the applicant.
 - A. Due to the presence of Personal Identifying Information (PII) in the application, please mail the original attestation form **AND** the application to:

Dr. Bryan Jackson, Director of Licensure and School Leadership
 Department of Teacher Education and Licensure
 Virginia Department of Education
 PO Box 2120
 Richmond, Virginia 23218-2120.

Resources

[Division Superintendent Attestations](#)
[Local Eligibility Application Form](#)
[Licensure Regulations](#)

This Frequently Asked Questions (FAQ) document includes common questions in response to the new division issued license type.

The Local Eligibility License (LEL) focuses on three requirements including a baccalaureate degree, relevant experience or training, and the restricted areas for using a LEL. These restricted areas include special education and licenses including Administration, Counseling, and Division Superintendents.

The VDOE leadership team has spoken with superintendents and instructional supervisors across the state, and the department has worked closely with school divisions to understand their questions and needs for support. This FAQ serves as an update to the legislative guidance from the [VDOE website](#).

Who are the ideal candidates for an LEL?

Ideal candidates for a LEL would be teachers within one year of eligibility to earn a provisional license in an area of high need for the division. These candidates can not be seeking an endorsement in special education or seeking a higher degree license like Administration, Counseling, or Division Superintendent.

Can you use a LEL to add an endorsement to a full license?

The LEL is only for individuals who are seeking an initial license. An add-on endorsement comes after a full license is granted. This would not qualify for an appropriate use of the LEL.

Can employees extend an expired provisional license with a LEL?

The LEL should precede the provisional license and cannot be used to gain additional extensions to an expiring provisional license. Once an employee already has a provisional license, they no longer qualify for a LEL.

Can you use a LEL for areas that require a master's degree?

A LEL is only for areas that require a baccalaureate degree.

What are the calculating features for the 5% maximum?

Divisions should look at teacher positions from the previous year to determine the 5% maximum. For instance, the division may have had a total of 1,000 FTEs in the previous year but only 900 were eligible teacher positions for an LEL. The math would be 900 FTEs multiplied by .05 to equal 45 positions. That would mean that they could offer a maximum of 45 LELs this year.

How does a LEL get reported in the Instructional Personnel report (IPAL)?

The LEL will be a selectable position type in the IPAL report. This will count the same as a provisional teacher or fully licensed teacher.

Does a LEL impact Special Education Teachers in a Co-teacher environment?

The LEL is not for special education teachers, however, if the LEL is used for a teacher who will provide co-teaching in a class that serves both special education students and non-special education students this should be noted in the services section of each special education students IEP.

How does a LEL impact funding for a division?

The LEL does not have any impact on funding for the division.

Does a LEL have a role in Accreditation?

The LEL is an approved license type and will not impact accreditation.

Does the division run the National Association of State Directors of Teacher Education and Certification (NASDTEC) check?

Yes, since the division is issuing the LEL, they will need to run a NASDTEC check on the background of the hired teacher. This service is paid for through the Virginia Department of Education Office of Licensure.

Can someone receive a LEL in one division and then get another one in another division?

A LEL is only to be issued **one time per person** regardless of the division status. The LEL is only good in the issuing division. The division issuing a LEL will need to confirm that the applicant has not already been issued a LEL in another division.

When does a LEL expire? (June 30th or 1 year from issue?)

The LEL is only valid until June 30th of the school year in which it was issued regardless of date it started.

Can you stop a provisional license in one area to start a LEL in a different area?

The LEL is intended to allow someone who does not qualify for a provisional license one extra year to qualify for a provisional license. Once an employee already has a provisional license, they no longer qualify for a LEL.

Can you do iteach while on a LEL?

The iteach program is intended to take a provisional teacher to a fully licensed teacher. Divisions that have partnered with iteach have submitted an approved plan for how they will use the program.

Can you use a LEL for a Technical Professional (TP) license for positions like career and technical education (CTE), military education like Junior Reserve Officer Training Corps (JROTC), or educational technology positions?

As long as the position does not require a master's degree, a LEL can be used for technical professional licenses. Some CTE positions do not require a bachelor's degree. Those would not qualify unless the candidate already had a bachelor's degree.