**The Commissioner’s Determination Advisory**

(October 2021)

**Summary**

# The Commissioner’s Determination (CD) is a regulatory provision designed to provide relief for applicants who applied prior to a change to the licensure regulations and have submitted evidence that they have either substantially met the requirements for licensure prior to the change or that they would have met the requirements but were unable to do so due to extreme hardship. The Commissioner may determine or modify licensure requirements for the groups of applicants noted below providing there is satisfactory evidence that they made a good faith effort to complete requirements for licensure and this is decided on an individual basis. The decision of the Commissioner shall be final. Please note that this advisory has been updated based on the Digital Literacy and Computer Science Massachusetts Tests for Educator Licensure (MTEL) becoming available.

**The Department has categorized CD candidates into the five groups noted below.**

**Group One –** Applicants attempting to obtain a Biology, Chemistry, Earth Science or Physics license at the 5-8 grade level or an Academically Advanced Specialist Teacher, Instructional Technology Teacher, Teacher of the Deaf and Hard-of-Hearing, Teacher of the Visually Impaired or a Supervisor/Director-[Core] license **for the first time**, who applied prior to 7/1/19, and substantially met the requirements for licensure in effect prior to this date.

#### Group Two – Applicants attempting to obtain the Digital Literacy/Computer Science, 5-12 license for the first time, who applied prior to 9/20/21 and substantially met requirements for this license prior to 9/20/21, when the Digital Literacy and Computer Science MTEL became available. OR Applicants attempting to obtain a Digital Literacy/Computer Science, 5-12 license for the first time, who applied on or after 9/20/21 and satisfied all requirements for the license prior to 9/20/21.

**Group Three –** Applicants attempting to obtain a license noted in Group One **for the first time** who applied prior to 7/1/19 and would have met the requirements prior to this date but were unable to do so because of extreme hardship.

**Group Four –** Applicants attempting to obtain a Digital Literacy/Computer Science, 5-12 license **for the first time** who applied prior to 9/20/21 and would have met the requirements prior to this date but were unable to do so because of extreme hardship.

**Group Five –** Applicants attempting to **advance or extend** a license held noted in the chart below.

|  |  |
| --- | --- |
| Academically Advanced Specialist Teacher | Latin and Classical Humanities (PreK-9) |
| Communication and Performing Arts | Middle School |
| General Science 9-12 | Social Studies |
| Health Education | Teacher of the Deaf and Hard-of-Hearing |
| Home Economics | Teacher of the Visually Impaired |
| Instructional Technology Teacher | Transitional Bilingual Education |

**PLEASE NOTE:** Individuals seeking to advance a license not listed in the current regulations or this advisory are encouraged to apply and will receive information from the Office of Educator Licensure regarding the license or a comparable license.

**Request Procedure for Groups One, Two, Three, and Four**

Please complete and uploadthe Commissioner’s Determination Request Form, contained within this advisory, into your ELAR account along with any relevant supporting documentation not already in your account. When uploading this form please label as “CD Request.”

Please note, group three and four applicants must also upload a letter describing their extreme hardship (e.g., including but not limited to serious illness, active military service, or personal situation) along with appropriate documentation verifying the hardship (e.g., signed letter from a physician, signed letter from a branch of the USA military, or copy of Call Up Orders). When uploading documents supporting your CD request, please label as “CD Supporting Documents.”

**Request Procedure for Group Five**

Group Five applicants do not need to submit the Commissioner’s Determination Request Form as Office of Educator Licensure staff will request the review of these applications via the Commissioner’s Determination process. However, candidates may initiate the process by uploading the form.

**The Commissioner’s Determination Request Form**

**To be completed by applicants noted in the Commissioner’s Determination Advisory.**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(First) (Last) (Middle Initial)**

**MEPID or MA Educator License#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I am requesting that my application for the license(s) listed below be reviewed under the Commissioner’s Determination Provision:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Licensure Field)* *(Grade Level)* *(Type*)**

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**Please check applicable group:**

* **Group One**
* **Group Two (specific to attempting to obtain the Digital Literacy/Computer Science (5-12) license)**
* **\*Group Three**
* **\*Group Four (specific to attempting to obtain the Digital Literacy/Computer Science (5-12) license)**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that the decision of the

*(Signature of applicant)* Commissioner shall be final.

*\*Group three and four applicants must also upload a letter describing their extreme hardship (e.g., including but not limited to serious illness, active military service, or personal situation) along with appropriate documentation verifying the hardship. Such documentation may include but not be limited to:*

* *A signed letter from a physician, or*
* *A signed letter from a branch of the USA military or Call Up Orders.*