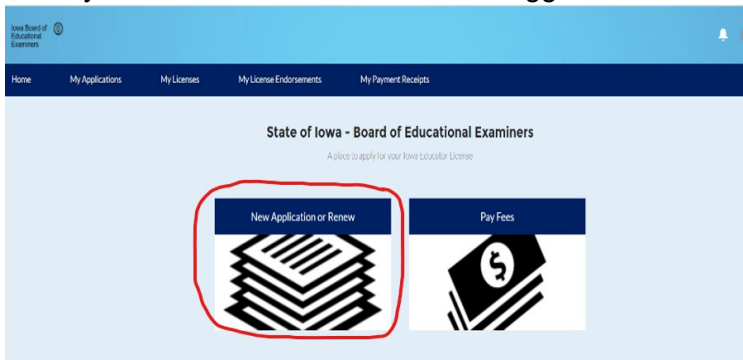


Directions to Convert an Initial Teaching License to a Standard Teaching License

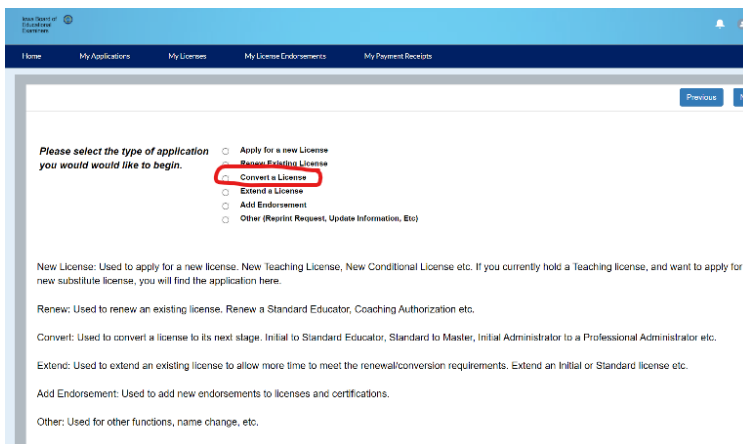
- Documents you need before you begin to confirm requirements are met:
 - Confirmation of two years of successful teaching in an Iowa public school, **or** 3 years in an accredited private or out-of-state setting (form in checklist of the application).
 - Evidence of meeting the standards and completed mentoring (form in the checklist).
 - Current [mandatory reporter training](#) for child abuse.
- Go to the [Apply/Renew/Convert webpage](#) under Educator Licensure.
 - Have your folder number ready if you already hold a license.
 - Use the [License Search](#) if you are unsure of your folder number or unsure if you have one.
- From the Apply/Renew/Convert webpage, select either:
 - [Create a new account](#) (if you have never used our online application system)

or

 - [Log In](#) (if you already have an account)
- Once you have created an account or logged in, select **New Application or Renew**.



- Confirm your profile information and select **Next**
- Select **Convert a License**



7. Select the Application: **Convert Initial Teacher/PSL to Standard/PSL**

Please Select Application

Convert Initial Teacher/PSL to Standard/PSL

8. Select the License: **Initial PSL**

9. The system will now have you

- a. Agree to creating an application, read through the instructions and scroll to the red X's.
- b. Complete a checklist
- c. Upload the required documents.
- d. Pay the fees/Submit application.