



MN LICENSURE REQUIREMENTS FOR SUBSTITUTE TEACHING

Includes a list of employment resources in the East Grand Forks, MN area

Courtesy of the UND Office of Teacher Education

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Minnesota Professional Educator Licensing and Standards Board (PELSB)

Substitute Teaching Licensure Information

<https://mn.gov/pelsb>

To apply for short-call substitute licensure in Minnesota, candidates should hold a bachelor's degree or higher. However, there are two exceptions noted below:

Minnesota candidates that have completed student teaching through a Minnesota teacher preparation program but do not yet have a bachelor's degree may apply. The student teaching grade must be posted on transcripts.

In lieu of a bachelor's degree, a candidate may provide evidence of five years of work experience, an associate's degree, OR a professional certification from an approved certifying organization that is directly aligned to a Career and Technical (CTE) or Career Pathways licensure field.

Initial applications for MN short-call substitute teacher licensure must include:

- Completed application
- Application fee
- Fingerprint card
- Official transcripts from all colleges or universities attended
- Verification of work experience
- Conduct review statement

Minnesota's short-call substitute license is valid for three years. All licenses expire on June 30 of the expiration year and may be renewed indefinitely.

For more information on applying for substitute teaching licensure in Minnesota:

https://mn.gov/pelsb/assets/Application%20for%20a%20Short-call%20Substitute%202021%20POST_tcm1113-485445.pdf



Minnesota Tiered License:

<https://mn.gov/pelsb/aspiring-educators/apply/>

- **Requirements:** <https://mn.gov/pelsb/aspiring-educators/requirements/>
- **Out-of-State Applicant?** <https://mn.gov/pelsb/aspiring-educators/requirements/#8>
 - Fingerprinting and background checks required
 - Frequently Asked Questions for out-of-state applicants:
https://mn.gov/pelsb/assets/Out%20of%20State%20Testing%20FAQ%20POST_tcm1113-521721.pdf

Employment Resources near East Grand Forks, MN

East Grand Forks Public Schools <https://www.egf.k12.mn.us/>

Superintendent: Mike Kolness

Admin. Asst. to Superintendent: Nancy Misialek

1420 4th Avenue NW, East Grand Forks, MN 56721

218.773.3494

- East Grand Forks Schools job page (sub and para towards the bottom):
<https://www.applitrack.com/egfk12/onlineapp/default.aspx?all=1>

Fisher Public Schools <https://www.fisher.k12.mn.us/>

Superintendent: Evan Hanson

Secretary: Lori Marshall

313 Park Avenue

Fisher, MN 56723

218.891.4105

- Fisher Schools job page: <https://fisher.tedk12.com/hire/index.aspx>

This information was compiled by [UND's Office of Teacher Education](#).

Please contact the following for additional information or assistance.

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