

District Recertification Hyperdoc / Tier 3 or 4 Renewals 2026-2027 School Year

If you are renewing a Tier 1 or 2 license; work with your building administrator and HR.

If you wish to move Tiers, complete the requirements for your current tier, let your building rep know, then fill out the paperwork and send to MDE.

I want to renew a Tier 3 license	I want to renew a Tier 2 license	I want to renew a Tier 1 license
I'm ready to move from Tier 3 to 4	I'm ready to move from Tier 2 to 3	I'm ready to move from Tier 1 to 2

Just Wondering

When am I up for renewal?	Go to https://pub.education.mn.gov/licenselookup/ ; enter your first and last name and click " Details. " (NOT "License") Note the expiration date for your license on the right.
Have I done everything I need to?	Log in to Frontline Professional Growth. On the left click "My Info," "Portfolio," then "View Licensure." You will see a list of your clock hours with state requirements labeled. Scroll until you find your current license term - it might be listed first, but it might not... You must have 1 hour each listed for requirements 1-6 and 8, and a minimum of 5 hours for requirement 7. At the bottom of your current license term, there will be a total of hours listed, which must meet or exceed 125 hours (Tier 4) or 75 hours (Tier 3).
What do I still need to do?	

Getting Credit for your CEU's

I completed CEU's from within the district (Category C, D, E, F, G, H).	You should see these hours entered automatically in Frontline. If not, contact the person leading the group or course. Remember to sign up and sign in on district PD days so you receive credit. If there are no hours listed next to a Frontline activity, you did not attend the session or sign in and that activity can't count for hours or requirements.
I completed CEU's through a college course (A) or out-of-district workshop (B), or other categories.	In Frontline, you must scan/save your transcript or certificate to your File Library (in "My Info") and attach it to a "Completed PD Form" (under "Forms") in Frontline , which you submit electronically. Your recert rep will then approve the hours or return them to you for resubmission if something is missing or needs to be fixed.

What Do I Need to Do?

I am not up for renewal this year.	Know your status (see "Just Wondering" section above). Accumulate CEUs in required areas.
Sept.-Dec. of your renewal school year	Check what you have left to complete, seek out PD if necessary, upload CEUs from outside the district.
Jan.-May of your renewal year	You can renew anytime from Jan. 1-May 15. Let your rep know when you have all requirements complete so they can enter your info on the state site. Take care of your renewal at this link .

What Are The Requirements I Have to Meet?

The Basics	• Tier 4: 125.0 hours of CEU's • Tier 3: 75.0 hours of CEU's • Hours must come from at least 2 different categories A-I (See pages 7-8 of this document for categories and limitations)
The Mandatory Requirements - specific details linked here	
1 - Positive Behavior Intervention Strategies	1.0 hours
2 - Instruction in “scientifically based reading instruction”	1.0 hours
3 - Accommodation, modification, adaptation of curriculum, materials & strategies	1.0 hours
4 - Further preparation in understanding key warning signs of early-onset mental illness in children and adolescents	1.0 hours
5 - Suicide prevention training	1.0 hours
6 - Evidence of growth in best teaching practices through district-approved training for meeting the varied needs of English learners from children to adults (ELL)	1.0 hours
7 - Cultural Competency Training	Minimum 5.0 hours - 8.0 hours Must include the following elements in a format fostering self-reflection and discussion where the focus is on deepening the teacher's own frames of reference, potential bias in these frames, and the impact of these frames on students, students' families, and the school communities: - o Racial, cultural, and socioeconomic groups; - o American Indian and Alaskan native students; - o Religious diversity; - o Gender identity, including transgender students; - o Sexual orientation; - o Language diversity; - o Individuals with disabilities and mental health concerns; and - o Systemic racism.
8 - American Indian History and Culture (new in 2024 as part of CC, now its own separate requirement)	1.0 hours Renewal training must cover cultural heritage and contemporary contributions of American Indians, with particular emphasis on Minnesota Tribal Nations.

How to take care of the Cultural Competency Training requirement

- OPTION 1: PLSAS offerings (free)
Watch for offerings on district PD days for in-person Cultural Competency options.
Aim to take courses across several of the 8 areas of CC.

On-Demand Cultural Competency Trainings

- OPTION 2: Education MN LearnUpon modules/MEA Online (free for members)
Take the “Cultural Competency LEARNING PATH” available in the LearnUpon platform. There are 4 2-hour segments that you complete asynchronously.

[This link](#) will take you to information about MEA Online and how to get started with their learning platform.

- OPTION 3: Teaching Channel Culturally Responsive Teaching: Awareness to Action course (\$99 for 10 hours; \$25 for 3 hours)

[This link](#) will take you to a course description and registration.

- OPTION 4: EQ Learn: A Comprehensive Overview of Cultural Competency (Courses 1 & 2, \$30/each - must take both)

You can [register for Courses 1 & 2 here](#). Each asynchronous online course is 3 hours/\$30 and you will need to take both to fulfill the requirement.

How to take care of the new American Indian Culture & History requirement

- There are 2 online options through the Department of Education:
<https://mn.gov/pelsb/current-educators/trainings/aihc/>
- You can also look for options through district PD

I haven't fulfilled a requirement through District PD. Where else can I get CEUs?

- [MEA Online](#) - free, asynchronous courses for union members.
- [EQ Learn](#) - \$30 for 3 hour asynchronous courses.
- [Minnesota Teacher Relicensure](#) or [Renew a Teaching License](#)- paid, on-demand courses.