

Summary of Wisconsin Public Librarian Certification Requirements

	Grade I	Grade II	Grade III
Municipal Population	6,000 or more	3,000 to 5,999	Fewer than 3,000
General education requirement for initial certification	Bachelor's degree in any field of study	Bachelor's degree in any field of study	A minimum of 54 semester credits at a college or university, with at least 27 credits in the liberal arts.
Library-specific education requirements	Master's degree in library and information studies from an ALA-accredited program	12 semester credits of coursework or the equivalent, approved by the division, in the following areas: <ul style="list-style-type: none"> • Basic public library administration • Advanced public library administration • Organization & management of collections • Public and community services 	12 semester credits of coursework or the equivalent, approved by the division, in the following areas: <ul style="list-style-type: none"> • Basic public library administration • Advanced public library administration • Organization & management of collections • Public and community services
Required time frame (Temporary status)	ALA-accredited master's degree in library science must be completed within one year. Nonrenewable	All four library courses must be completed within four years. A basic public library administration course must be completed within the first year, and a minimum of one course must be taken each subsequent year. May be renewed up to 3 times.	All four library courses must be completed within four years. A basic public library administration course must be completed within the first year, and a minimum of one course must be taken each subsequent year. May be renewed up to 3 times.
Special consideration for minor in library science	n/a	If an applicant possesses a minor in library science, only one course in advanced public library administration is required. It must be completed within the first year, making temporary status for this applicant nonrenewable.	n/a
Continuing education (CE) requirements for renewal with regular status	Once regular certification status is achieved, renewal requirements are the same, regardless of the grade level. <ul style="list-style-type: none"> • A total 100 contact hours of CE must be completed during the five-year period prior to recertification, at least 10 hours of which must be technology related. • A minimum of 70 of these CE contact hours must be from Categories A and B. • A maximum of 30 hours may be from Category C, with no more than 10 hours per activity. Category C activities must be pre-approved by the library system CE validator. • Certificants should submit CE activity reports and summations to the public library system's CE validator annually for validation. Contact your library system's CE validator for more information. 		