



Wisconsin Department of Public Instruction  
**EXPERIENCED-BASED LICENSURE FOR TECHNICAL AND VOCATIONAL EDUCATION SUBJECTS**

PI-1623 (Rev. 02-26)

**Instructions:** Complete all pages of the form then scan and upload the completed form into Educator Licensing Online. Applications are available for [Initial Experience Based Technical and Vocational Subjects](#).

This form is available at [Department of Public Instruction website](#).

**Definition:** The department shall grant an initial teaching license to teach a technical education or vocational subject to an individual who is eligible for an experience-based license under [state statutes](#). An applicant must meet the point requirement laid out in this form in accordance with [Wisconsin Statutes section 118.191](#). At least 100 total points must be acquired with a minimum of 25 points in both experience and pedagogical sections. The applicant must also complete during the term of the license a curriculum established by the employing school board of the school district in which the individual will teach.

APPLICANT INFORMATION			
Legal Name <i>Last, First, Middle</i>		Social Security Number Last 4 digits only	
Address <i>City/State/Zip</i>	Email Address	Telephone <i>Area Code/No.</i>	
ADMINISTRATOR INFORMATION			
School District		LEA Code	Telephone <i>Area Code/No.</i>
Name of Administrator <i>First and Last Name</i>		Email Address of Administrator	

Check the box below for the requested technical or vocational education subject. Only one box may be checked. A separate form is required for every additional technical or vocational education subject requested.

<input type="checkbox"/> Agriculture	<input type="checkbox"/> Business Ed <input type="checkbox"/> Business and Office	<input type="checkbox"/> Family and Consumer Ed <input type="checkbox"/> Child Services <input type="checkbox"/> Clothing Services <input type="checkbox"/> Food Services <input type="checkbox"/> Housing & Equipment Services <input type="checkbox"/> Family & Consumer Services <input type="checkbox"/> Home Economics - Related Occupations	<input type="checkbox"/> Health Care-Related Occupations	<input type="checkbox"/> Marketing Ed	<input type="checkbox"/> Technical Education and Technology-Related Occupations
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**SIGNATURE OF APPLICANT  
AND SCHOOL DISTRICT**

I, **THE APPLICANT**, affirm to the best of my knowledge that the experience-based points in a technical or vocational field and the pedagogical experience points stated in this application are correct and accurate and agree to provide verification of this to the department as required to process my application. I also agree to complete, during the term of this license, a professional development curriculum determined by the school board. I am aware that, if this license is granted, it will **ONLY** be valid in this school district, cannot be used in any other school district, and cannot be advanced beyond the Tier I level.

Signature of Applicant



Date Signed  
*Mo./Day/Yr.*

I, **THE ADMINISTRATOR**, hereby confirm that our district is employing this applicant to teach the subject requested above and will provide a curriculum determined by our school board that enables the candidate to acquire the requisite knowledge, skills, and abilities needed to teach this subject. I understand this license is a Tier I license and does not advance to a higher tier. I also confirm that our district will notify DPI Educator Licensing if this educator stops working in this assignment in our school district.

Signature of Administrator



Date Signed  
*Mo./Day/Yr.*

**EXPERIENCE-BASED LICENSE  
POINT SHEET**

Charts to identify experience and pedagogical points based on hours of activity.

*Table 1: Industry Experience and Apprenticeship Hours*

Hours	Points	Hours	Points
Minimum 40 hours	5 points	400 – 439 hours	50 points
41 – 79 hours	5 points	440 – 479 hours	55 points
80 – 119 hours	10 points	480 – 519 hours	60 points
120 – 159 hours	15 points	520 – 559 hours	65 points
160 – 199 hours	20 points	560 – 599 hours	70 points
200 – 239 hours	25 points	600 – 639 hours	75 points
240 – 279 hours	30 points	640 – 679 hours	80 points
280 – 319 hours	35 points	680 – 719 hours	85 points
320 – 359 hours	40 points	720 or more	90 points
360 – 399 hours	45 points		

*Table 2: Credits for Courses Completed*

Credits	Points	Credits	Points
Minimum 1 credit	3 points	14 credits	42 points
2 credits	6 points	15 credits	45 points
3 credits	9 points	16 credits	48 points
4 credits	12 points	17 credits	51 points
5 credits	15 points	18 credits	54 points
6 credits	18 points	19 credits	57 points
7 credits	21 points	20 credits	60 points
8 credits	24 points	21 credits	63 points
9 credits	27 points	22 credits	66 points
10 credits	30 points	23 credits	69 points
11 credits	33 points	24 credits	72 points
12 credits	36 points	25 or more	75 points
13 credits	39 points		

*Table 3: Pedagogy Training Hours*

Hours	Points	Hours	Points
Minimum 100 hours	10 points	300 – 349 hours	30 points
101 – 149 hours	10 points	350 – 399 hours	35 points

150 – 199 hours	15 points	400 – 449 hours	40 points
200 – 249 hours	20 points	450 – 499 hours	45 points
250 – 299 hours	25 points	500 – 549 hours	50 points
550 – 599 hours	55 points	700 – 749 hours	70 points
600 – 649 hours	60 points	750 or more hours	75 points
650 – 699 hours	65 points		

**1) Experience in a Technical Field or Experience Related to the Vocational Ed Subject**—Enter the points and upload the required documentation to validate the points claimed.

Type of Experience— <i>Required Minimum Points: 25</i>		Points Allocated	Points Claimed
a) Bachelor’s degree in any science, technology, engineering, or mathematics field or in a field related to the vocational education subject <b>and</b> any teaching license or permit.		100	
b) Bachelor’s degree in any science, technology, engineering, or mathematics field or in a field related to the vocational education subject.		75	
c) Bachelor’s degree in any other field.		65	
d) Industry certification in the technical field or industry certification in the vocation.		90	
e) Industry experience in a trade or technical field or experience in the vocation. <i>5 points per 40 hours worked up to a maximum 90 points. Verification is required by a supervisor or employer.</i>	See Table 1: Industry Experience and Apprenticeship Hours	Total Hours Reported	
f) Internship in a trade or technical field or in the vocation. <i>Verification is required by a supervisor or employer.</i>		25	
g) Mentored in a trade/technical skill by a colleague, a Wisconsin Technology Education Association approved mentor, or mentored in the vocation by a colleague or mentor approved by a recognized vocational association. <i>Verification is required by a supervisor, employer, or designated mentor.</i>		25	
h) Apprenticeship in a trade/technical field or in the vocation. <i>5 points per 40 hours worked up to a maximum 90 points. Verification is</i>	See Table 1: Industry Experience and Apprenticeship Hours	Total Hours Reported	

required by a supervisor, employer, or designated apprenticeship trainer or coordinator.			
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<b>Total Points for Experience in a Technical Field or Experience in the Vocational Education Subject</b>			
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**2) Pedagogical Experience** – Enter the points & upload the required documentation.

Type of Experience—Required Minimum Points: 25		Points Allocated	Points Claimed
a) Bachelor’s degree in technical or technology education (available ONLY to technical education applicants).		100	
b) Bachelor’s degree in any field <b>and</b> any teaching license or permit.		75	
c) Credits earned at an accredited institution of higher education or technical college for technical or technology education courses and science, technology, engineering mathematics courses or in a field related to the vocational education subject (3 points per credit up to a maximum of 75 points)	Total TE/Vocational Credits Reported	See Table 2: Credits for Courses Completed Chart	
And/or 3 points per credit up to a maximum of 75 points for education up to a maximum of 75 points for education and pedagogical courses [Pedagogical courses include methods of teaching.]	Total Educ. Credits Reported		
d) Completing at least 100 hours of training in pedagogy. Training 5 points per 50 hours worked up to a maximum of 75 points. <i>Verification is required and includes a letter from course instructor on official letterhead a certificate, or transcript indicating the number of hours completed.</i>	See Table 3: Pedagogy Training Hours Total Hours Reported		
<b>Total Pedagogical Experience Points</b>			
<b>Total Points Justified for Technical or Vocational Experience and Pedagogical Training</b>			