

**282—17.13(272) Renewal requirements for the initial administrator license.**

**17.13(1)** If a person meets all requirements for the professional administrator license except for the requirements in 282—subrule 14.114(2), the initial administrator license may be renewed upon written request. A second renewal may be granted if the holder of the initial administrator license has not met the requirements in 282—subrule 14.114(2) and if the license holder can provide evidence of employment as a PK-12 administrator, which meets the experience requirement.

**17.13(2)** An extension of the initial administrator license may be issued, instead of renewing the initial administrator license, if the applicant verifies one of the following:

*a.* The applicant is involved in a mentoring and induction program, but the license will expire before the first year of administrative experience is completed.

*b.* The applicant has one year of administrative experience in a nonpublic school setting or in an out-of-state setting and needs one additional year of administrative experience to convert the initial license to the professional license.

The fee for this extension is \$25.

**17.13(3)** Each applicant renewing an initial administrator license must submit documentation of completion of the child and dependent adult abuse training approved by the state abuse education review panel. A waiver of this requirement may apply under the following conditions with appropriate documentation of any of the following:

*a.* A person is engaged in active duty in the military service of this state or of the United States.

*b.* The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.

*c.* A person is practicing a licensed profession outside this state.

*d.* A person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse training in this state.