

**Readopt with amendment Ed 505.09, effective 2-22-23 (Document #13562), to read as follows:**

Ed 505.09 Fees.

(a) An application shall not be complete until all application materials, including the proper fee, have been filed with the bureau.

(b) Payments shall be made:

- (1) Electronically at the time of application on [the Educator Information System \(EIS\)](#); or
- (2) By cash, money order, cashier’s check, or school employer check on behalf of applicants, made payable to "Treasurer, State of New Hampshire," to the bureau as outlined in Ed 505.08(a).

(c) The required educator fees shall be in accordance with RSA 186:11, X(b) and the fee schedule set forth in [Table 505-1](#) below, with the following fees reflecting the actual cost of the service listed:

Table 505-1 Fee Schedule

<b><u>All fees are non-refundable and include processing fee.</u></b>	
<b><u>Issuance of initial New Hampshire credential</u></b>	
<a href="#">Beginning Educator (BEL), Experienced Educator (EEL) (must include one licensure area endorsement) by all licensure pathways</a>	<a href="#">\$120.00</a>
<a href="#">To add another endorsement to BEL or EEL</a>	<a href="#">\$120.00</a>
<a href="#">New Hampshire Approved Educator Preparation Program completer (per endorsement)</a>	<a href="#">\$120.00</a>
<a href="#">Master Teacher license</a>	<a href="#">\$120.00</a>
<a href="#">School Nurse I or III (SN II no longer available)</a>	<a href="#">\$120.00</a>
<a href="#">Paraeducator I</a>	<a href="#">\$10.00</a>
<a href="#">Paraeducator II</a>	<a href="#">\$10.00</a>
<a href="#">Educational Interpreter and Transliterator</a>	<a href="#">\$25.00</a>
<b><u>Additional fees associated with specific licensing pathways (per endorsement):</u></b>	
<a href="#">Site Based Licensing Plan (SBLP)</a>	-
• <a href="#">Statement of Eligibility</a>	<a href="#">\$120.00</a>
• <a href="#">Intern Authorization</a>	<a href="#">\$500.00</a>
<a href="#">Demonstrated Competencies Portfolio/Oral Board (DCPOB)</a>	-
• <a href="#">Portfolio Materials</a>	<a href="#">\$120.00</a>
• <a href="#">Portfolio Review/Oral Board</a>	<a href="#">\$500.00</a>
<a href="#">Demonstrated Competencies Transcript Analysis (DCTA) (Administrator endorsements only)</a>	<a href="#">\$500.00</a>
<a href="#">Master Teacher</a>	<a href="#">\$800.00</a>
<b><u>License renewal fees (3-year cycle)</u></b>	
<a href="#">BEL/EEL/Master Teacher License Renewal</a>	<a href="#">\$120.00</a>
<a href="#">School Nurse I, II, III Renewal</a>	<a href="#">\$120.00</a>
<a href="#">Educational Interpreter and Transliterator Renewal</a>	<a href="#">\$25.00</a>
<a href="#">Paraeducator I and II Renewal</a>	<a href="#">\$10.00</a>
<b><u>Other Bureau Fees</u></b>	

<a href="#">Lapsed License Reinstatement Fee (BEL/EEL/Master Teacher only)</a>	<a href="#">\$100.00</a>
<a href="#">Criminal History Record Check Clearance</a>	<a href="#">\$100.00</a>
<a href="#">3rd and subsequent Name Changes</a>	<a href="#">\$50.00</a>
<a href="#">Credential Verification Letter</a>	<a href="#">\$50.00</a>
<a href="#">Returned check fee (RSA 6:11-a)</a>	<a href="#">\$15.00 (State Treasurer's fee)</a> <a href="#">\$25.00 (Bureau of Credentialing fee)</a>

<b>All fees are non-refundable and include processing fee.</b>	
<a href="#">Initial NH Beginning Educator, Experienced Educator, Master Teacher license fee (per endorsement)</a>	<a href="#">\$120.00</a>
<a href="#">New Hampshire Approved Educator Preparation Program completer</a>	<a href="#">\$120.00</a>
<b>Additional fees associated with specific licensing pathways (per endorsement):</b>	
<a href="#">Site Based Licensing Plan (SBLP)</a>	-
• <a href="#">Statement of Eligibility</a>	<a href="#">\$120.00</a>
• <a href="#">Intern Authorization</a>	<a href="#">\$500.00</a>
• <a href="#">Initial Beginning Educator License</a>	<a href="#">\$120.00</a>
<a href="#">Demonstrated Competencies Portfolio/Oral Board (DCPOB)</a>	-
• <a href="#">Portfolio Materials</a>	<a href="#">\$120.00</a>
• <a href="#">Portfolio Review/Oral Board</a>	<a href="#">\$500.00</a>
• <a href="#">Initial Beginning Educator License</a>	<a href="#">\$120.00</a>
<a href="#">Demonstrated Competencies Transcript Analysis (Administrator endorsements only)</a>	<a href="#">\$500.00</a>
<a href="#">Master Teacher – NH Level (per endorsement)</a>	<a href="#">\$800.00</a>
<b>Other Licenses Fees</b>	
<a href="#">School Nurse I or III (SN II no longer available)</a>	<a href="#">\$120.00</a>
<a href="#">Paraeducator I</a>	<a href="#">\$10.00</a>
<a href="#">Paraeducator II</a>	<a href="#">\$10.00</a>
<a href="#">Educational Interpreter and Transliterator</a>	<a href="#">\$25.00</a>
<b>License renewal Fees (3-year cycle)</b>	
<a href="#">BEL/EEL/Master Teacher License Renewal</a>	<a href="#">\$120.00</a>
<a href="#">School Nurse I, II, III Renewal</a>	<a href="#">\$120.00</a>
<a href="#">Educational Interpreter and Transliterator Renewal</a>	<a href="#">\$25.00</a>
<a href="#">Paraeducator I and II Renewal</a>	<a href="#">\$10.00</a>
<b>Other Bureau Fees</b>	
<a href="#">Lapsed License Reinstatement Fee (BEL/EEL/Master Teacher only)</a>	<a href="#">\$100.00</a>
<a href="#">Criminal History Record Check Clearance</a>	<a href="#">\$100.00</a>
<a href="#">Name Change</a>	<a href="#">\$50.00</a>
<a href="#">Credential Verification Letter</a>	<a href="#">\$50.00</a>
<a href="#">Returned check fee (RSA 6:11-a)</a>	<a href="#">\$15.00 (State Treasurer's fee)</a> <a href="#">\$25.00 (Bureau of Credentialing fee)</a>

(d) For the specific licensing pathways enumerated in table 505-1 above, the individual shall apply for the appropriate educator license and pay the applicable fee upon confirmation from the department that the pathway has been successfully completed.

(e) An individual with endorsements in multiple areas may renew one or more of the held endorsements and pay one license renewal fee. If an individual chooses to later renew other held endorsements that have or have not expired, those endorsements are subject to a separate license renewal fee at the time of renewal.

(f) If an individual seeks renewal for an expired license or endorsements, the individual shall be responsible for the lapsed license renewal reinstatement fee, in addition to the applicable renewal fees.

**Appendix I**

<b>Rule</b>	<b>Statute</b>
Ed 505.09	RSA 186:11, X(a); RSA 541-A:29