

**POLICY: Time Limit for Coursework**

**Adopted:** March 2005

Licensure coursework must be completed within 5 years of admission to the department (admission is defined as the first semester in which the student took 5000 level licensure classes). Licensure coursework that is more than 5 years old must be retaken or revalidated. Requests for revalidation should be made in writing to the program committee in the student's area of emphasis. Revalidation plans will be approved by the program committee in the student's area of emphasis (a copy of the plan should be placed in the student's file). Revalidation may include retaking courses, testing or data-based teaching observations or other documented activity.

Time limit for Coursework.doc  
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