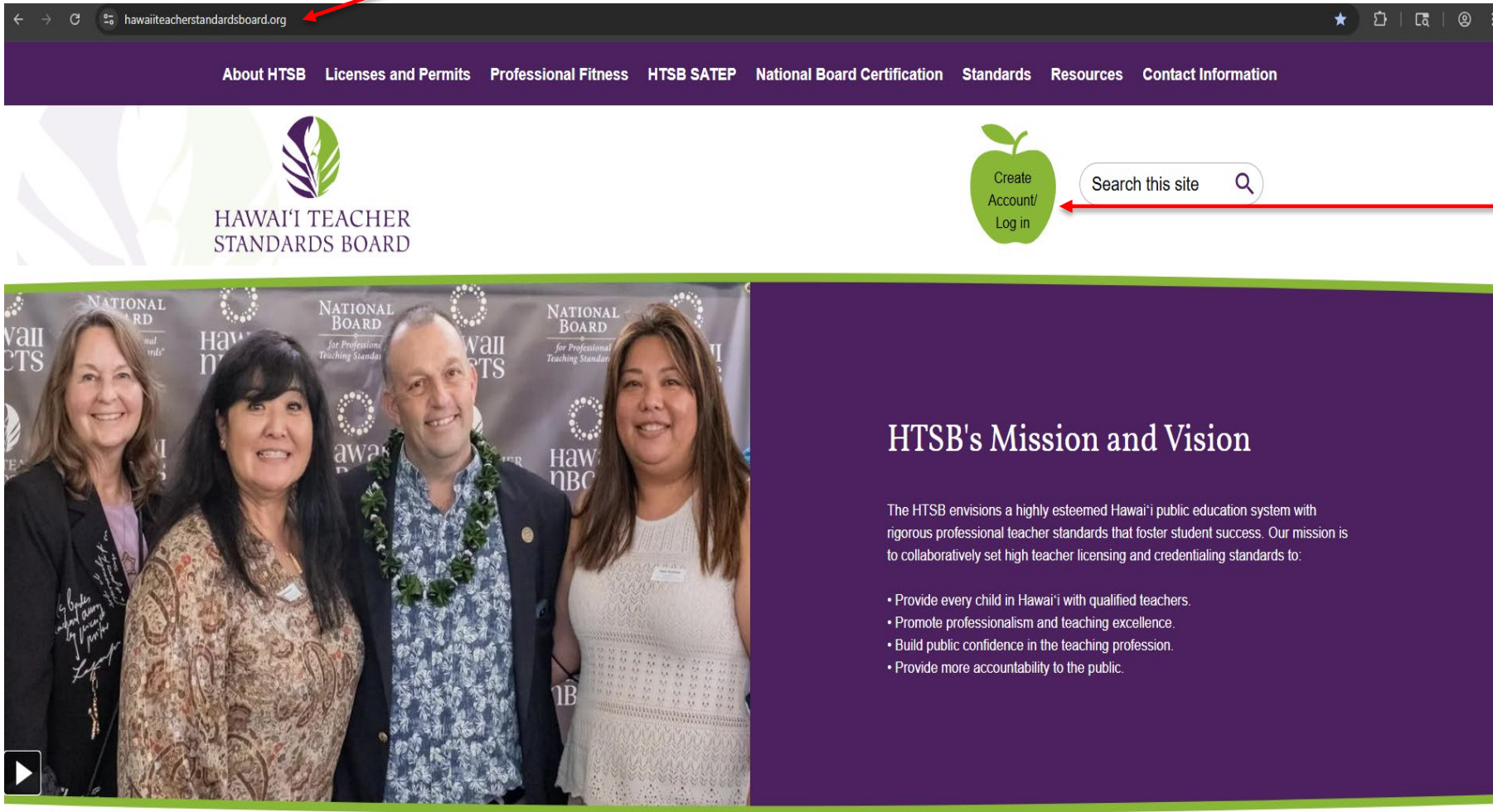


Downloading a License or Permit

Open an internet browser and type in the HTSB website: hawaiiteacherstandardsboard.org



The screenshot shows a web browser window with the address bar displaying hawaiiteacherstandardsboard.org. The website has a purple navigation bar with links: About HTSB, Licenses and Permits, Professional Fitness, HTSB SATEP, National Board Certification, Standards, Resources, and Contact Information. Below the navigation bar is the HTSB logo and name. To the right of the logo is a green apple icon with the text "Create Account/ Log in" and a search bar labeled "Search this site". A red arrow points from the text above to the URL in the address bar. Another red arrow points from the text on the right to the "Create Account/ Log in" button.

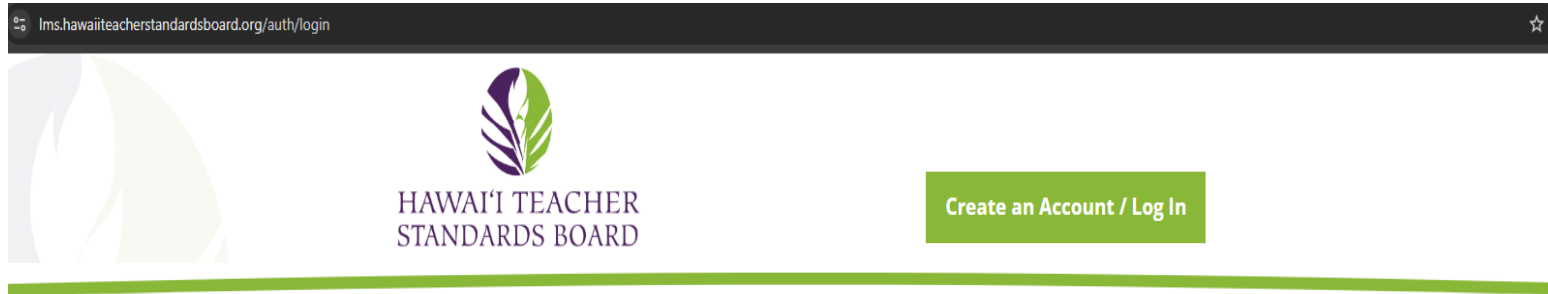
Log into your account at the top right-hand corner.

HTSB's Mission and Vision

The HTSB envisions a highly esteemed Hawai'i public education system with rigorous professional teacher standards that foster student success. Our mission is to collaboratively set high teacher licensing and credentialing standards to:

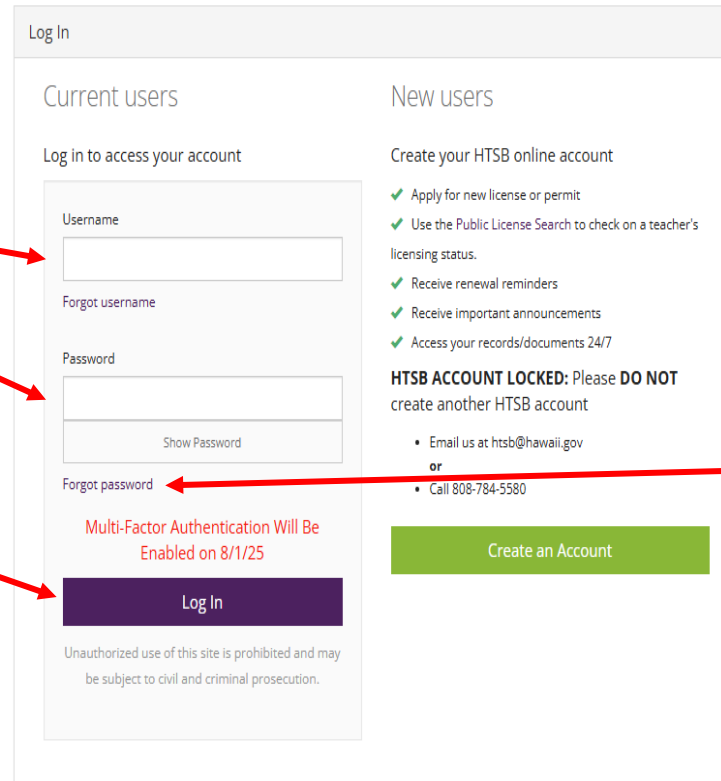
- Provide every child in Hawai'i with qualified teachers.
- Promote professionalism and teaching excellence.
- Build public confidence in the teaching profession.
- Provide more accountability to the public.

Downloading a License or Permit



Type in your
username or
password.

Then click on
the **purple**
LogIn button.



The screenshot shows the "Log In" form. It is divided into two columns: "Current users" and "New users".

Current users:

- Section: "Log in to access your account"
- Fields: "Username" (text input), "Forgot username" (link), "Password" (password input), "Show Password" (checkbox), "Forgot password" (link)
- Message: "Multi-Factor Authentication Will Be Enabled on 8/1/25"
- Button: "Log In" (purple)
- Footer: "Unauthorized use of this site is prohibited and may be subject to civil and criminal prosecution."

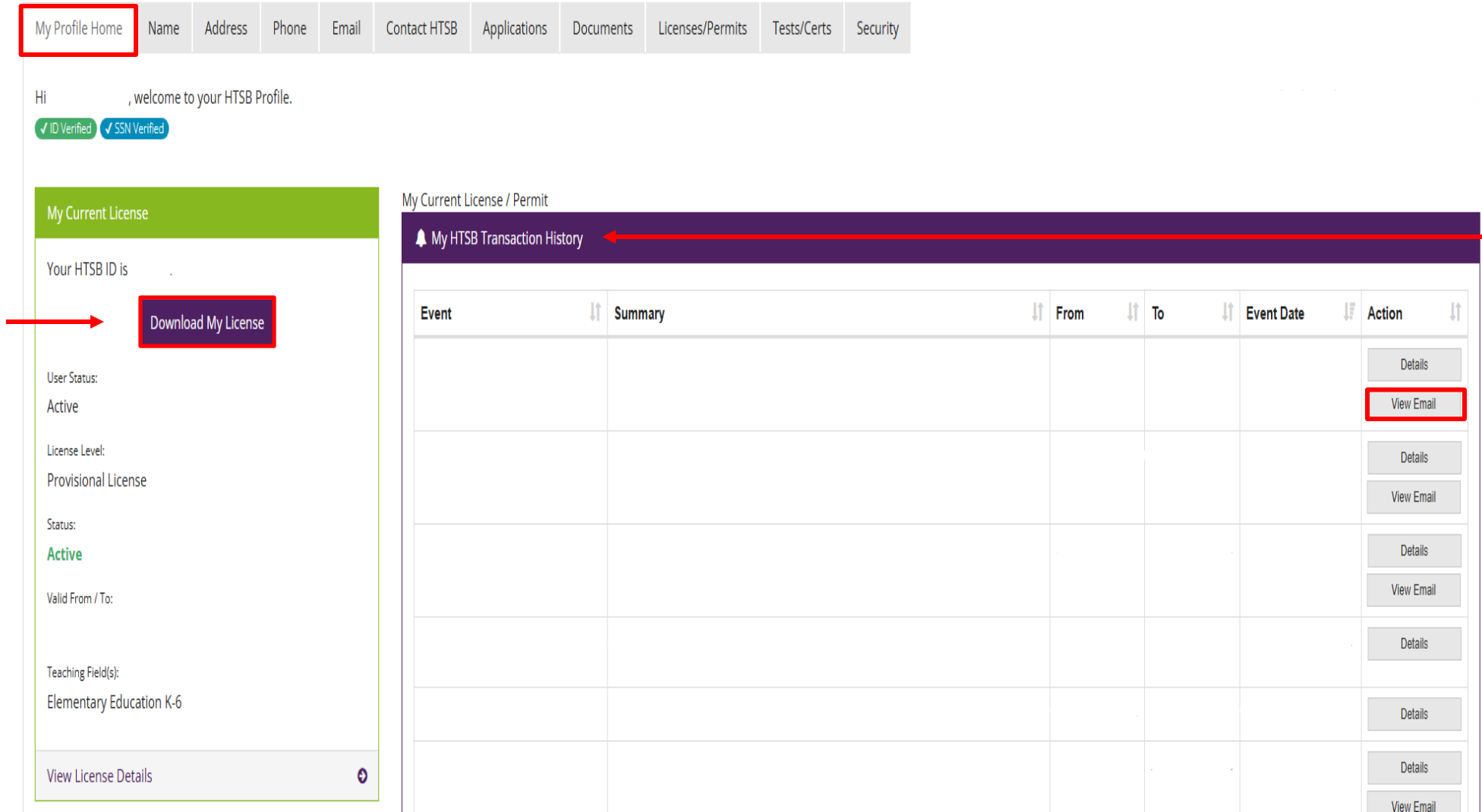
New users:

- Section: "Create your HTSB online account"
- Benefits list:
 - ✓ Apply for new license or permit
 - ✓ Use the Public License Search to check on a teacher's licensing status.
 - ✓ Receive renewal reminders
 - ✓ Receive important announcements
 - ✓ Access your records/documents 24/7
- Warning: "HTSB ACCOUNT LOCKED: Please **DO NOT** create another HTSB account"
- Contact info:
 - Email us at htsb@hawaii.gov
 - or
 - Call 808-784-5580
- Button: "Create an Account" (green)

Or click on Forgot
Password.

Downloading a License or Permit

Click
Download
My License.



The screenshot shows the HTSB user profile interface. At the top, a navigation bar contains tabs for 'My Profile Home', 'Name', 'Address', 'Phone', 'Email', 'Contact HTSB', 'Applications', 'Documents', 'Licenses/Permits', 'Tests/Certs', and 'Security'. The 'My Profile Home' tab is highlighted with a red box. Below the navigation bar, a welcome message is followed by verification status indicators for 'ID Verified' and 'SSN Verified'. The main content area is divided into two sections. On the left, the 'My Current License' sidebar displays the user's HTSB ID, user status (Active), license level (Provisional License), and status (Active). A red box highlights the 'Download My License' button. On the right, the 'My Current License / Permit' section features a 'My HTSB Transaction History' table. A red arrow points from the 'My HTSB Transaction History' header to the 'View Email' button in the first row of the table.

Event	Summary	From	To	Event Date	Action
					Details View Email
					Details View Email
					Details View Email
					Details View Email
					Details View Email
					Details View Email
					Details View Email
					Details View Email
					Details View Email

Read messages
by viewing
My Transaction
History.

Downloading a License or Permit

My Profile Home | Name | Address | Phone | Email | Contact HTSB | Applications | Documents | **Licenses/Permits** | Tests/Certs | Security

Licenses

Show 10 entries

License Number	License Type	License Level	License Status	Renewal Term Maximum	Effective Date	Expiration Date	Action
	License	Provisional	Active	Not renewable			Convert License Add Teaching Field Download License
	License	Standard	Expired	No limit			Download License

Showing 1 to 2 of 2 entries

Previous **1** Next

The license copy will download as a PDF file.
If there is an error, you may need to obtain a copy of the
Free Adobe Reader application.



HAWAI‘I TEACHER STANDARDS BOARD

HTSB website: hawaiiteacherstandardsboard.org