



COVID-19 Update – March 26, 2020

Office Hours

The office's hours will remain 8 a.m. to 4:30 p.m., Monday through Friday, but the office will be minimally staffed as most employees will conduct business from home. Consultants may be reached via phone or email during regular business hours. See our [Contact Us](#) page for more details. In-person visits to consultants are by appointment only.

Fingerprinting Services

The Iowa Board of Educational Examiners will remain open, however we have temporarily suspended all on-site fingerprinting services. We will continue to mail fingerprint packets upon request. As per the Governor's March 22 proclamation, we can temporarily issue a license without the fingerprint background check.

Extensions

As part of the Proclamation of Disaster Emergency in Iowa, Governor Reynolds has directed our agency to provide some professional licensing relief. If your license is set to expire in the near future during this disaster emergency and you are unable to apply to renew, you may contact any consultant in our office to request an extension. [Contact Us](#)

Online Application System

Our [application system](#) is entirely online, and we are still processing application requests.

Communicating with Students

As schools are currently closed across the state and educators may be communicating in new ways with students, colleagues, and parents, the Board of Educational Examiners would like to remind practitioners to be mindful of the [Code of Professional Conduct and Ethics](#). These ethical principles remain in effect, even as educators are currently operating in different contexts.

The Board urges licensees to be transparent in communication with students during this time, and mindful of how our current public health situation may require some adjustments in how education professionals relate to those they serve. Best practice is to communicate with colleagues whenever possible regarding any ethical questions that come up during this time.

Additional Questions

Initial License Conversions: We do not yet know whether or not this school year will count as a full year toward the next license level, but we should know prior to the license expiration date. Please wait for additional guidance.

Praxis Test Centers Closed: We do not have answers to questions regarding the possible licensure implications as a result of test center closures at this time. Please wait for additional guidance.