



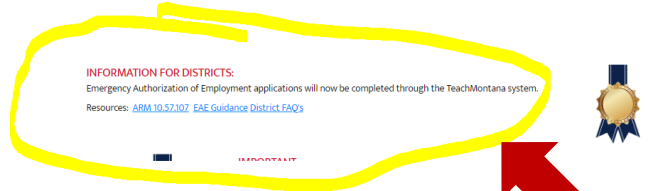
EMERGENCY AUTHORIZATION OF EMPLOYMENT Help Resource

TIPS:

1. The educator will need an account in TeachMT.
2. You will need to add the educator to your staff for you to be able to complete your portion of the application.
3. Your county superintendent will need to be staffed as such in TeachMT in order to complete their portion (Contact crystal.andrews@mt.gov).
4. The educator will be responsible for paying the fee. It is up to the district to reimburse payment.
5. Background checks will need to be completed for the purpose of the OPI. A letter from the district will not suffice any longer.

HELP FEATURES:

- OPI Licensure webpage- [Educator Licensure \(mt.gov\)](http://mt.gov)
- TeachMT (TMT) support- [OPI Licensure \(teachmontana.com\)](http://teachmontana.com)

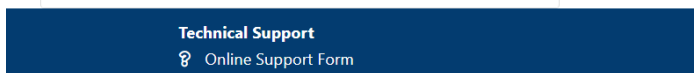
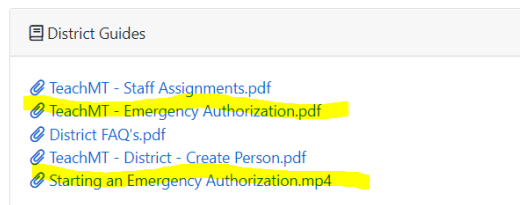


Licensure
Webpage



Support Feature

Two Important
Resources



These are the *best* resources for you to complete an EAE (the pdf is attached to this email as well).

If you still have questions contact, Crystal Andrews, crystal.andrews@mt.gov.

