

COMMISSION ON TEACHER CREDENTIALING

20 O STREET
SACRAMENTO, CALIFORNIA 95814
916/445-0184

83-8415



OFFICE OF THE EXECUTIVE SECRETARY
3 November 1983

TO: All Individuals and Groups Interested in the Activities of
the Commission on Teacher Credentialing
FROM: John F. Brown, Executive Secretary
SUBJECT: Title 5 Regulations for the One-Time-Only Sixty Day
Extension of the Temporary County Certificate

Chapter 471, Statutes of 1982, authorized county offices to extend the 120 day period of a Temporary County Certificate once for a period of not more than sixty (60) days under certain conditions. The Commission approved Title 5 regulations (Section 80441) on February 3, 1983 that specify the functions that the Commission, the county office, and the employing school district will need to perform to implement Chapter 471 effectively. Title 5 Section 80441, shown on the reverse side, became effective on October 27, 1983 and is designed to fulfill the following purposes:

1. Subsection (a) describes the responsibility of the district or county superintendent of schools office to specify T.C.C. and the expiration date of the T.C.C. (as illustrated) in the space provided in the right hand bottom corner of the application form. This information will enable the Commission staff to act expeditiously on all applications that have a pending T.C.C. expiration;
2. Subsection (b) describes the responsibilities of the Commission to provide information on the status of an application for a credential to the appropriate county superintendent of schools before the expiration of the 120 day period of the T.C.C.; and
3. Subsection (c) describes the responsibilities of each county superintendent of schools to provide the Commission with specific information ten school days prior to the expiration date of the T.C.C. This information enables the Commission staff to identify and report on the status of all T.C.C. applications (including those not previously identified as noted in section a) before the T.C.C. Expires.

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T.C.C. expiration date 3-24-84
for institution and Licensing Branch use
Return to:

The procedures outlined in the above three Title 5 subsections have been in operation since last February on an informal basis. Thanks to the excellent staff work at the district and county level these procedures worked well during the past six months. There are some continuing problems in situations where an individual has difficulty in getting a readable set of fingerprint cards. In those isolated (but very frustrating) cases the decision to extend beyond the 120 day period the T.C.C. rests with the employing agency.

For more information on the implementation of these regulations see Handbook pages XI-A-7 to XI-A-8a. On page XI-A-8a is the form for you to use when submitting a list. We ask that districts coordinate with their counties before submitting a list so we do not process duplicate lists.

Any questions regarding this section of the regulations or its implementation can be directed to our Information Services Offices at 916/445-7254 between 12:30 and 4:30 P.M.

TITLE 5 REGULATIONS SECTION 80441

80441 Notification to the Employers of Temporary County Certificate (T.C.C.)
Holders

- (a) It is the intent of Education Code Section 44332 that the Commission provide notification of the status of an application for a credential, certificate, or permit to the employers of temporary county certificate holders prior to the 120 day expiration date of the T.C.C. In order for the Commission to provide such notification the school district or county superintendent of schools office shall specify T.C.C. and the expiration date of the T.C.C. in the space provided on the application form when the application is filed with them.
- (b) In situations where the statutory certifications of Education Code Section 44332 do not apply the Commission shall provide the following information on the status of an application for a credential, certificate, or permit to the appropriate county superintendent of schools office before the expiration of the 120 day period:
- (1) notification that a credential, certificate or permit document has been issued;
 - (2) notification that all requirements, for each credential, certificate, or permit have been met and the appropriate document will be issued;
 - (3) notification that all requirements for the credential, certificate, or permit have been met except that the fingerprint cards required by Education Code Section 44340 and 44341, have not been processed and returned by the California Department of Justice and/or the Federal Bureau of Investigation.
 - (4) notification that an application has been returned because application information initially required was not properly provided; or
 - (5) notification that an application has been denied.
- (c) The county superintendent of schools shall provide the Commission with a listing of all applicants serving on a T.C.C. for whom notification, pursuant to subsection (b), has not been received as of ten (10) school days prior to the expiration date of the T.C.C. This listing shall be forwarded to the Commission immediately and shall include all of the following information for each applicant:
- (1) the full name;
 - (2) the social security number;
 - (3) the birthdate;
 - (4) the type of credential, certificate, or permit for which application was made, when available;
 - (5) the date of filing of the application, when available;
 - (6) the date the application was submitted to the Commission, when available;
 - (7) the effective date of the temporary county certificate;
 - (8) the expiration date of the temporary county certificate.

NOTE: Authority cited: Section 44225(b), Education Code.
Reference: Section 44332, Education Code.