

COMMISSION ON TEACHER CREDENTIALING

1000 STREET
SACRAMENTO, CA 95814
616(445-0233



December 19, 1983

83-8421

TO: All Individuals and Groups Interested in the Activities
of the Commission on Teacher Credentialing

FROM: John F. Brown, Executive Secretary *John F. Brown*

SUBJECT: Application Procedures for a Credential That is Based on a
Waiver of the CBEST Requirement

The State Board of Education has the general authority under the provisions of Article 2 of AB 777, Chapter 100, statutes of 1981 to waive, under certain conditions, any requirement in the Education Code, including credential requirements such as the CBEST.

The application procedures listed below apply only in those situations when the following conditions exist:

- (1) The State Board of Education has approved the district's request to waive the CBEST requirement; and
- (2) The applicant does not hold a valid credential of any kind issued by the Commission on Teacher Credentialing.

Procedures To Follow:

Following notification that the Waiver of CBEST has been granted by the State Board, the employing agency will need to submit the following to the Commission office:

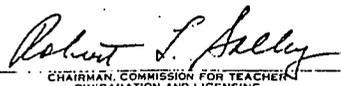
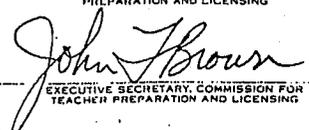
- Application Form;
- Application Fee, \$35;
- Two completed fingerprint cards and \$12 FBI processing fee;
- Transcripts verifying completion of academic and/or professional preparation requirements;

- A Statement of Need if the application is for an emergency credential;
- Declaration of Insufficiency and Factual Report, if the applicant does not have a baccalaureate degree;
- Letter from the State Department of Education that the Board of Education granted the waiver request on _____;
Date
- Letters verifying previous teaching experience if applicable;
- Copy of out-of-state credentials if applicable.

Expiration Date of Document

The document issued on the basis of a Department of Education waiver will give the normal valid dates for the type of credential being issued, but will contain the statement: "or expires with the Department of Education waiver if the holder fails CBEST." (See Sample.) This statement is intended to alert you to the fact that the document was issued under special circumstances which require your attention.

Sample

No. SUB 61168	The State of California	Reg. No.
<i>issues this</i>		
Substitute Teaching Credential		
<i>to</i>		
Type	EMERGENCY	
Class	Substitute	
Authorizations	To serve as a substitute teacher for not more than 30 days for any one teacher in a school year in grade(s) and classes shown below.	
Renewal	Not Renewable	
Grades—Preschool, Kindergarten, Grades 1 - 12, and Adult Classes.		
Valid	1-27-84 - 6-30-84 or expires with Department of Education Waiver if Holder fails CBEST.	
Restrictions	For substitute service in all school districts in/and county of	
 <small>CHAIRMAN, COMMISSION FOR TEACHER PREPARATION AND LICENSING</small>		
 <small>EXECUTIVE SECRETARY, COMMISSION FOR TEACHER PREPARATION AND LICENSING</small>		 <small>PRESIDENT, STATE BOARD OF EDUCATION</small>  <small>SUPERINTENDENT OF PUBLIC INSTRUCTION SECRETARY, STATE BOARD OF EDUCATION</small>
<small>SEE REVERSE FOR EXPLANATION OF CODED ITEMS</small>		

Other State Board of Education Waivers

In addition to issuing waivers of individual requirements such as CBEST, the State Board issues waivers of credentials to people who are needed to serve in a specific position. These waivers, in areas such as bilingual education, special education, resource specialist education and drivers education, are issued to people who already hold a teaching credential, but do not qualify for the specific credential needed for their current assignment. Because these trained teachers already hold credentials issued by the Commission office (so have had their fingerprints checked), they may serve on the authority of the waiver alone. They should, however, apply for the appropriate clear credential as soon as they complete the requirements.