

COMMISSION FOR TEACHER PREPARATION AND LICENSING

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November 14, 1977

NO. 77-7823

TO: District and County Superintendents of Schools and Credential Officers

FROM: Peter L. LoPresti, Executive Secretary

SUBJECT: Use of Temporary County Certificates

While we are within the established time interval for processing completed applications from qualified candidates, we realize that in some few cases special problems may exist. You may find it necessary to send us lists of school personnel faced with removal from the classroom because their credentials have not been obtained.

If the Temporary County Certificate, which authorizes service for 120 school days, was signed at the beginning fall date of school, service for pay purposes is authorized until approximately 3-1-78. We are now processing applications received in August, so complete applications should be processed well before the cut-off date.

In our effort to serve you better, we have again made provision to give special service when it is necessary. Please remember that you can be of real help by checking first with the employee and his recommending institution to determine if the application has already been handled. If the number of applicants concerned involves more than three, please send a triple spaced list giving the candidate's full name, including maiden name where applicable, birthdate, social security number, the type of credential, and the date the application was submitted to us. The lists should contain only the names of those whose pay will be withheld at the next pay period. If no more than three candidates are involved, you may phone our Information Unit for a status report on a call-back basis. Phone (916) 445-5791 or (916) 445-5274 for this service.

Hopefully, we can work our problems out together so that no qualified applicant is adversely affected or unduly concerned regarding his credential status.

Information Copy: Deans, Credential Analysts -- Teacher Education Institutions