



Flexibilities Approved by the Commission on Teacher Credentialing at the April and October 2020 Commission Meetings in Response to COVID-19 Related School Closures
Updated: October 16, 2020

The information below summarizes the action taken by the Commission on Teacher Credentialing at the April 23-24, 2020 meeting in agenda items [3A: Consideration of Actions to Assist Applicants, Educators, and Credential Candidates Impacted by Emergency Health and Safety Conditions Related to COVID-19](#) and [4A: Flexibility for Commission-Approved Educator Preparation Programs Due to the COVID-19 Crisis](#). Commissioners extended flexibilities related to the California Basic Education Skills Test (CBEST) and Program Sponsor Variable Term Waiver (PS-VTW) at the October 8-9, 2020 meeting.

For more information see [Further Information and Questions](#) at the end of this document.

Basic Skills Requirement Deferred for One Year

As authorized in [statute](#), the Commission voted to defer the CBEST for applicants who were unable to complete the examination due to the health and safety restrictions related to COVID-19 between March 19, 2020 and January 31, 2021. This examination is used to meet the California Basic Skills Requirement (BSR), which is necessary for issuance of almost all credentials and permits. Per statute, this deferral cannot be granted to educators that have previously failed the CBEST examination.

The Commission considers attempting all three subtests of the CBEST in reading, writing, and mathematics as having “taken” the exam. If an individual attempted all three examination subtests, but did not meet the BSR, they are not eligible for this deferral. Individuals who have only attempted one or two subtests of the CBEST examination but were unable to attempt the remaining subtest(s) can request that the examination be deferred. Individuals who did not take any portion of the CBEST during the period mentioned because of COVID-19 related disruptions would also be eligible for this deferral. Applications requesting a deferral may be

granted if received between March 19, 2020 and January 31, 2021. Detailed information on requesting the deferral is provided below:

- Educators may begin submitting [paper applications](#) with deferral requests immediately. Applications from an educator must be received at the Commission no later than January 31, 2021 to qualify for this option.
- Program sponsors and employing agencies may submit [online](#) or [paper applications](#) (as appropriate) requesting a deferral if the document's issuance date requested falls between March 19, 2020 and January 31, 2021 . Submissions may request a specific issuance date using the file box in the top right of [Application Form 41-4](#).
- Application submission should follow all normal processes and procedures as outlined on the specific [Commission Leaflet](#) that provides information on the document type requested.
- Applicants requesting a deferral need to meet all other requirements for the document being requested, with the exception of the Basic Skills Requirement.
- The newly issued documents will have an additional renewal code (completion of the Basic Skills Requirement) beyond the typical requirements that would be listed on that credential type.

COVID-19 Designated as "Good Cause" for Extensions

The Commission acted to recognize hardships related to COVID-19 as "good cause" to issue a one-year extension of an existing credential or permit. These extensions may only be requested on documents eligible to receive additional issuances. Provisional Internship Permits (PIPs) and Short-Term Staff Permits (STSPs) can only be issued once and thus are not eligible for this extension.

Intern Program Sponsors:

Intern program sponsors should consider this "good cause" as a potential solution for any intern holder requiring an extension of time if they are continuing as an intern in their placement with the same employing agency. Intern sponsors who wish to submit an extension application may do so now by submitting a [41-4 application form](#), the processing fee, and a verification letter from the credential holder that they were impacted by the health and safety restrictions related to COVID-19 and an explanation as to why the credential holder was unable to complete their renewal requirements. In the top right-hand corner of page one of the 41-4 application, on the line marked "Appeal," employers should write "COVID-19" to ensure proper routing within the Commission.

If an intern will not be continuing in their placement with the same employing agency, the program sponsor should pursue the PS-VTW. [Detailed information on the PS-VTW can be found at here.](#)

[Additional guidance on the scenarios above for interns can be found here.](#)

Employers:

Employers who wish to submit an extension application may do so now by submitting a [41-4 application form](#), the processing fee, and a verification letter from the credential holder that they were impacted by the health and safety restrictions related to COVID-19 and an explanation as to why the credential holder was unable to complete their renewal requirements. In the top right-hand corner of page one of the 41-4 application, on the line marked "Appeal," employers should write "COVID-19" to ensure proper routing within the Commission.

As previously stated, this is only an option for documents which can be issued more than once. PIPs and STSPs are not eligible.

Educators:

Educators who wish to submit an extension application may do so now by submitting a [41-4 application form](#), the processing fee, and a verification letter stating that you were impacted by the health and safety restrictions related to COVID-19 and include an explanation as to why you were unable to complete the renewal requirements. In the top right-hand corner of page one of the 41-4 application, on the line marked "Appeal," employers should write "COVID-19" to ensure proper routing within the Commission.

This extension is not available if you hold a PIP or STSP. If you hold a document which has an employment restriction, such as an Intern credential, you will need to speak to your program sponsor to identify the best path forward.

Authorized Renewals of Clear Credentials

On April 23, 2020, the Commission authorized the renewal of Clear teaching or services credentials where the holder was unable to apply for timely renewal due to a health and safety restriction in place related to COVID-19. Such renewals shall be for the full five-year term of the Clear credential as of the date of expiration of the renewed credential, resulting in no lapse in validity.

Program Sponsors:

No impact. Program sponsors should not be submitting any renewal for Clear credential holders.

Employers:

Employers are encouraged to speak to their credential holders to ensure that those who hold a Clear credential are aware of this option. It is the credential holder's responsibility to apply to renew their document. As this option will be executed with no lapse in validity for the renewed document, employers will not have to submit a Validation of Service request to the Commission if the credential holder applies under this option. When speaking to credential holders, employers should stress that the request for the clear credential renewal under this option must be submitted via paper with the [41-4 application form](#) and the educator should not separately go online and renew their Clear document. If an educator renews online, this option will not be available and the employer will need to follow the Validation of Service request process.

Educators:

Holders of Clear teaching or services credentials should apply directly to the Commission to obtain a renewal. This will require a [41-4 application form](#), the processing fee of \$100, and a verification letter stating that the holder was impacted by the health and safety restrictions related to COVID-19 and why the credential holder was unable to renew. If a paper application requesting this option is submitted, do not also apply for a renewal online.

Authorized Issuance of Variable Term Waivers for Credential Candidates

The Commission voted in favor of authorizing Variable Term Waiver (VTW) requests for individuals who were in Commission-approved preparation programs which were impacted by the emergency health and safety conditions related to COVID-19. This is only available to credential candidates who were on target to complete a Commission-approved program between March 19, 2020 and January 31, 2021 and is not available to holders of general credentials, those just entering a preparation program, or individuals who hold a PIP and/or a STSP. [Specific guidance for programs sponsors, educators, and employers who need to initiate and coordinate through the waiver process can be found here.](#)

Preliminary Multiple and Single Subject Teacher Preparation:

The Commission identified three key purposes for clinical practice: Ensuring high quality instruction for TK-12 students, ensuring high quality clinical practice and feedback for candidates, and providing data on program effectiveness for program improvement. The flexibilities that the Commission adopted at the April 2020 meeting require Commission-approved programs to consider these key purposes as the program makes decisions about each candidate's preparation and clinical practice. Based on Commission action taken on April 23, 2020:

- Programs have the authority to determine that a candidate has completed sufficient clinical practice hours even if the candidate has not completed 600 hours of clinical practice.
- Programs may take the passage of a Commission-approved TPA into consideration; candidates' who have passed a Commission-approved TPA would not be required to complete as many hours of clinical practice as candidates who have not.
- Programs have the authority to determine that a candidate has satisfied the formal observation requirement, even if the candidate has not completed six observations/semester or four observations/quarter.
- Programs have the authority to determine that a candidate has satisfied the 'solo' teaching experience, even if the candidate has not completed four (4) weeks of solo teaching.

Each candidate's Individual Development Plan (IDP), developed by the Preliminary program with the candidate and provided by the candidate to the teacher induction program, shall document any modifications due to COVID-19. The IDP will provide information to the Teacher Induction program as to the specific modifications that were made for the candidate.

Preliminary Education Specialist Teacher Preparation

- Programs have the authority to determine that an Education Specialist candidate has completed fieldwork that meets the Commission's expectations for the range of grade levels and the range of settings.

Each candidate's Individual Development Plan (IDP), developed by the Preliminary program with the candidate and provided by the candidate to the teacher induction program, shall document any program modifications due to COVID-19.

Subject Matter for Candidates Enrolling in 2020-21

- The Commission-adopted Precondition that requires a candidate to have met the subject matter requirement prior to beginning whole class daily instruction has been waived by the Commission for individuals enrolling in a Commission-approved teacher preparation program for the 2020-21 year. The subject matter requirement must be met prior to recommendation for a preliminary teaching credential.

Teacher and Administrator Induction

- The Commission confirmed that the 2019-20 school year qualifies as a full year of participation in induction. No candidate who has appropriately participated in a two-year Commission-approved teacher or administrator induction program should be required to complete an additional three to four months of induction during the 2020-21 year.

- The Commission-adopted Precondition that requires an educator to hold a Preliminary credential prior to beginning a Commission-approved Induction program has been amended to allow all new teachers and administrators who have completed almost all of the preliminary preparation program, were impacted by COVID-19, and hold either a PS-VTW or an Intern extension may also begin an induction program.

Specialized Service Credentials—Pupil Personnel and Speech-Language Pathology

- The Commission affirmed that the specialized services credential programs should consult the national association guidelines related to flexibility due to COVID-19 and that programs have the authority to determine when a candidate has met the clinical practice requirement as long as the candidate’s clinical practice has satisfied the appropriate Title 5 section:
 - School Counseling-[Title 5 Section 80632.2\(b\)](#)
 - School Psychology-[Title 5 Section 80632.4\(b\)](#)
 - School Social Work-[Title 5 Section 80632.3\(b\)](#)

Preliminary Administrator Preparation

- The Commission postponed the CalAPA standard setting study until Spring 2021 and confirmed that for the 2020-21 year, the current passing standard for CalAPA will remain in effect.

Further Information and Questions

Commission staff will post additional guidance documents focusing on each type of educator preparation program. Four program update webinars have been scheduled, two performance assessment webinars, and one employer webinar. During the webinars staff will present the flexibility information and then staff will respond to questions. The recordings from the webinars will be available on the Commission website for reference.

Updates	Date/Time
CalTPA Program Coordinator Update	Tuesday, April 28th, 3:00 - 4:30 pm
CalAPA Program Coordinator Update	Wednesday, April 29, 1:30 - 3:00 pm
Teacher Induction programs	Thursday, April 30, 1:00 - 2:30 pm

Administrator Induction programs	Friday, May 1, 1:00 - 2:30 pm
Preliminary Multiple Subject, Single Subject, and Education Specialist programs	Monday, May 4, 10:30 - noon
PPS and SLP Programs	Monday, May 4, 1:30 – 3:00 pm
Employers	Wednesday, May 6, 10 am - noon

