

# CREDENTIAL INFORMATION ALERT

**DATE: December 1, 2006**

**NUMBER: 06-15**

**SUBJECT: Certificate of Clearance Fee**

**Coded Correspondence 06-0013**, distributed September 21, 2006, discussed the Commission's current practice of allowing applicants to apply the Certificate of Clearance (C of C) fee toward any credential, certificate, or permit. This practice will be changed for C of C applications received on or after 1/1/2007.

Title 5 section 80028(b) states that the Certificate of Clearance fee shall apply toward the issuance of an **initial** credential (based on completion of a credential program). For C of C's with an issuance date on or after 1/01/07, applicants must use their C of C fee only towards the issuance of their **initial** credential.

The Commission is encouraging recommending agencies to carefully check their applicant files for valid C of C fees prior to applying online for an individual's first recommended document. When an applicant does not use the C of C fee for the initial credential application, the fee is deemed earned upon receipt and will not be refunded, per Title 5 section 80487(b).

Individuals that were issued C of C's prior to 1/1/2007, and have not used their fee will need to use the fee toward an issuance or renewal of their **next** teaching or service credential or permit.

The Commission's Certification staff will continue to process applications with submission dates prior to 1/1/2007, under current application procedures.

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## CALIFORNIA COMMISSION ON TEACHER CREDENTIALING

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