Credential Information Alert

COMMISSION ON
TEACHER CREDENTIALING
Ensuring Educator Excellence

DATE: April 1**,** 2014   **NUMBER:** 14-11

SUBJECT: Submission Dates for Validation of Service Requests

Summary:
This Credential Information Alert (CIA) provides the submission deadlines to submit Validation of Service requests which require approval by the Commission.

Key Provisions:
A Validation of Service request (*Approval of Service Rendered Without a Valid Credential*, Form CL 224) must be received at the Commission office on or before the submission dates listed below to be placed on the next Commission meeting agenda for approval. The submission chart, which will be updated on an annual basis, is in the Credential Information Guide (CIG) on the 'Charts' page. A link to the Charts page may be found in the References section.

2014 VALIDATION OF SERVICESUBMISSION DEADLINES

Commission Meeting Dates	Submission Deadline
June 19-20	May 28
August 14-15	July 24
October 9-10	September 18
December 11-12	November 17

Background:
The purpose of the Validation of Service is to authorize public school service between the date the credential expired and the date the reissued credential becomes effective. The following are steps an employing agency may take when an educator has rendered services in a position requiring certification but the educator did not hold the appropriate certification or a Temporary County Certificate (TCC) pursuant to Education Code §44332 to cover the service:

1) Educator must renew clear credential and

2) Employing agency submits a Validation of Service Request to the Commission.

The *Approval of Service Rendered Without a Valid Credential* form, which also lists the specific requirements, may be found on the at the link in the References Section. The 'Employer' tab in the CIG provides additional assistance for employers. Information on the Validation of Service regulations may be found in Coded Correspondence 96-9614 (link in References section).

Source:
Education Code section 44332

Title 5, CCR sections 80600, 80601, 80603, and 80604

References:
Validation of Service- 2014 Submission Deadlines:
   http://www.ctc.ca.gov/credentials/cig2/files/2014-M12A-Deadlines.pdf

Approval of Service Rendered Without A Valid Credential Request Form:
   http://www.ctc.ca.gov/credentials/cig2/CIG-leaflets/cl224.pdf

Coded Correspondence 96-9614:
   http://www.ctc.ca.gov/notices/coded/1996/969614.pdf

Contact Information:
Commission's Information Services Unit by telephone at 916-322-4974, Monday through Friday from 12:30 pm to 4:30 pm or by email at credentials@ctc.ca.gov.