



Credential Information Alert

DATE:

August 24, 2022

NUMBER:

22-10

SUBJECT: Emergency Specialist Teaching Permit in Early Childhood Education

Summary:

The purpose of this Credential Information Alert (CIA) is to inform Local Employing Agencies (LEA) of the addition to California Education Code Section 44300(j), which was approved into law and became effective July 1, 2022. The addition of section 44300(j) creates a new one-year permit, the Emergency Specialist Teaching Permit in Early Childhood Education.

Key Provisions:

The Emergency Specialist Teaching Permit in Early Childhood Education, also known as the Emergency Transitional Kindergarten Permit (ETK Permit) is available at the request of an LEA who has been unable to recruit credentialed teachers or teacher candidates to serve in a transitional kindergarten assignment. The ETK Permit shall be restricted to the LEA requesting the permit and employers must verify that all permit requirements have been met. Individuals may not apply directly to the Commission for this document. The ETK Permit authorizes teaching all subjects in a self-contained transitional kindergarten general education classroom.

Requirements for Issuance

To qualify for an initial ETK Permit, an individual must meet all the following requirements:

1. Possession of a baccalaureate degree or higher from a regionally-accredited college or university.
2. Possession of a valid Child Development Teacher Permit or higher level.
3. Satisfaction of one of the following:
 - a. 24 semester units of coursework in the field of Child Development (CD) or Early Childhood Education (ECE).
 - b. Possession of a baccalaureate or higher degree in CD, ECE, or a similar major.

- c. Beginning 7/1/2023, have three or more years of full-time teaching experience in a transitional kindergarten setting, preschool age early childhood or child development program, or a combination of these experiences.
4. The employing agency must have an annual Declaration of Need for Fully Qualified Educators (DON) From CL-500 on file with the Commission.
5. Submission of a completed application, processing fee, and Verification of Requirements form CL-908.

For a one-time renewal of the ETK permit, LEAs must complete the following:

1. The employing agency must have an annual DON on file with the Commission.
2. Verification of Requirements for CL-908
3. Verification, on form CL-908, that the applicant is currently enrolled in a Commission-approved teacher preparation program that will result in a credential authorizing teaching transitional kindergarten.
 - a. As of the date of this CIA, only a teacher preparation program for a Multiple Subject credential meets this requirement.
4. Submission of a completed application and processing fee.

CTC Online:

LEAs who currently do not submit through CTC Online and wish to gain access for the first time will need to have their Appointing Authority submit [Form CL-896](#) first. This form establishes the Authorized Designee(s) for the LEA. Once established, an Authorized Designee would submit [Form CL-897](#) to establish the Authorized Submitters and their level of access. All necessary forms can be found on the Credential Information Guide (CIG) under the [CTC Online–Processing Recommendations](#) section. An LEA who currently has access to CTC Online but would like to submit for the ETK Permit should have an Authorized Designee submit form [CL-897](#) to request updated access.

Online Submission Tips:

To facilitate this new process, the following tips should be kept in mind:

- **Online applications for the ETK permit should also include form CL-908 as an attachment.**
- CTC Online users should ensure that they are using a device that has sufficient hard-drive and memory to interact with the Commission website and an up-to-date browser.
- When uploading supporting documentation, the file must not exceed 10MB in size. It may be necessary to reduce the scan quality in order to reduce the size of the file.

References:

Emergency Specialist Teaching Permit in Early Childhood Education (CL-909)

[https://www.ctc.ca.gov/credentials/leaflets/emergency-specialist-teaching-permit-in-ece-\(cl-909\)](https://www.ctc.ca.gov/credentials/leaflets/emergency-specialist-teaching-permit-in-ece-(cl-909))

Verification of Requirements for the Emergency Transitional Kindergarten Permit (CL-908)

https://www.ctc.ca.gov/docs/default-source/cig-leaflets/cl908.pdf?sfvrsn=d51a27b1_1

Important Dates:

The ETK Permit may be initially issued on or after July 1, 2022.

Contact Information:

Questions can be directed to the Commission's Information Services Unit at credentials@ctc.ca.gov.