



## Commission on Teacher Credentialing

1900 Capitol Avenue Sacramento, CA 95811 (916) 327-2967 Fax (916) 327-3165 [www.ctc.ca.gov](http://www.ctc.ca.gov)

Professional Services Division

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### Committee on Accreditation Nominee Employer Agreement

**Committee on Accreditation Nominee:**

**Nominee's Employer:**

The Committee on Accreditation (COA) is a 12 member committee comprised of individuals recognized for their expertise in education in California. Pursuant to California Education Code, the Committee is charged with the responsibility of determining the accreditation status of institutions offering educator preparation in California leading to a California credential or certificate for individuals employed in the public schools.

The Committee meets approximately 5 to 6 times a year, each meeting ranging from 1 to 2 days. Most meetings are held at the Commission offices in Sacramento and travel and consistent attendance are necessary for the successful operation of California's accreditation system.

*As the employer of the above named nominee, I agree to allow my employee (named above) to participate regularly in the operations of the Committee, if appointed by the Commission on Teacher Credentialing. I understand that the Commission will reimburse the nominee for travel and per diem associated with attendance at meeting and that the employer is not responsible for such costs. In addition, I understand that the Commission will reimburse the employer for expenses related to substitute costs, if applicable.*

**Name Individual Signing this Agreement (please print or type):**

**Title:**

**Signature:**

**Phone:**

**Email:**

Please complete this information page and return to [accreditation@ctc.ca.gov](mailto:accreditation@ctc.ca.gov), or mail to: Commission on Teacher Credentialing, 1900 Capitol Avenue Sacramento, CA 95811 ATTN: PSD. All application materials must be received by close of business **May 24, 2024**.