



State of California
Commission on Teacher Credentialing
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TEACHING PERMIT FOR STATUTORY LEAVE

The Teaching Permit for Statutory Leave (TPSL) allows an employing agency to fill a position where the teacher of record is unable to teach due to a statutory leave (medical or otherwise) with a temporary teacher of record for the duration of the leave.

The TPSL is only available at the request of an employing agency. Individuals may not apply directly to the Commission for this document. Holders of the TPSL are restricted to service with the employing agency requesting the permit. An employing agency is defined as a California public school district, county office of education, nonpublic, nonsectarian school and agency as defined in Education Code sections 56365 and 56366, charter school, or statewide agency.

The TPSL may be issued with one or more authorizations in the areas of Multiple Subject, Single Subject, and Special Education, depending on an individual's qualifications. The permit is renewable upon verification from the employing agency that specific requirements have been completed.

Requirements for Initial Issuance

1. Possession of a baccalaureate degree or higher from a regionally-accredited college or university.
2. Satisfy the [basic skills requirement](#). See Commission leaflet [CL-667](#), entitled *Basic Skills Requirement* for additional information.
3. Successful completion of an initial 45 hours of TPSL preparation as determined by the Local Employing Agency.
4. Successful completion of course work for the permit type requested, as specified below:

Single Subject: A degree major in the subject area or at least 18 semester units, or 9 upper division semester units, of course work in the subject to be listed on the permit.

For a permit in one of the science subjects, at least nine semester units must be in the specific science area. For a permit in Foundational-Level General Science, an individual has two options. First is to verify a bachelor's or higher degree in science. This includes biological science, chemistry, geoscience, physics, and science areas that fall within these broad categories such as anatomy, earth science, and oceanography. This does not include a degree in health science. Second is to verify 18 semester units (or nine upper division semester units) across the four science areas of biological science, chemistry, geosciences, and physics. A minimum of one course in each of the four areas is required.

Passage of subject matter examinations in the single subject content area sought may also be used to meet this requirement. See Commission leaflet [CL-674S](#).

The statutory single subjects available for a Teaching Permit for Statutory Leave are as follows:

Agriculture	Music
Art	Physical Education
Business	Science: Biological Sciences
English	Science: Chemistry
Foundational-Level General Science	Science: Geosciences
Foundational-Level Mathematics	Science: Physics
Health Science	Social Science
Home Economics	World Language: English Language Development
Industrial and Technology Education	World Languages-Languages other than English
Mathematics	(specify)

Multiple Subject: A degree major in liberal studies or 40 semester units including 10 semester units of course work in each of at least four of the following subject areas or at least 10 semester units of course work in each of three of the subject areas and an additional 10 semester units in a combination of two of the remaining subject areas. Subject areas include language studies, history, literature, humanities, mathematics, the arts, science, physical education, social science, and human development.

Passage of the appropriate [subject matter examinations](#) for the Multiple Subject Credential may also be used to meet this requirement.

Special Education: Complete the requirements for the Single Subject or Multiple Subject as listed above, or verify a minimum of one year of successful full-time classroom experience, or the equivalent in part-time experience, working with special education students (experience as an aide is acceptable) or verify a minimum of nine semester units of course work in special education or in a combination of special education and general education.

All course work must meet the following criteria:

- Must be completed at a regionally-accredited college or university
 - Must be baccalaureate degree-applicable (non-remedial)
 - Must be earned with a “C” grade or higher (“Pass” and “Credit” grades meet this requirement)
5. The employing agency must verify all of the following on the form entitled *Verification of Requirements for the Teaching Permit for Statutory Leave* ([Form CL-903](#)) for the initial TPSL:
- That the applicant has completed the initial 45 hours of TPSL preparation. See [Coded Correspondence 16-10](#) for detailed information on the regulatory requirements for preparation content and delivery.
 - That the employer will provide early orientation during the first month of service for every position the TPSL holder will serve in as the interim teacher of record.
 - That for each statutory leave assignment, the local employing agency shall provide the TPSL holder with an average of two hours per week of mentoring, support, and/or coaching that meets the following requirements:
 - a. is coordinated and/or delivered by a mentor who possesses a valid life or clear credential that would also authorize service in the statutory leave assignment,

- b. the mentor provides lesson plans for the first four weeks of the statutory leave assignment (if not already provided), and
 - c. the mentor provides continued assistance in the development of curriculum, lesson planning, and Individualized Education Programs (IEPs).
6. Submission of a completed application ([form 41-4](#)), [processing fee](#), and if not previously submitted, a completed Live Scan receipt ([form 41-LS](#))

Requirements for First Renewal

1. The employing agency must verify all of the following on the form entitled *Verification of Requirements for the Teaching Permit for Statutory Leave* (form CL-903) for the first TPSL renewal:
 - That the applicant has completed the second 45 hours of TPSL preparation as determined by the Local Employing Agency.
 - That the employer will continue to provide an early orientation for each statutory leave assignment.
 - That for each statutory leave assignment, the local employing agency shall provide the TPSL holder with the same mentoring that was required for initial issuance.
2. Submission of a completed application ([form 41-4](#)) and [processing fee](#).

Requirements for Second Renewal

1. The employing agency must verify all of the following on the form entitled *Verification of Requirements for the Teaching Permit for Statutory Leave* (form CL-903) for the second TPSL renewal:
 - That the applicant has completed the third and final 45 hours of TPSL preparation as determined by the Local Employing Agency.
 - That the employer will continue to provide an early orientation for each statutory leave assignment.
 - That for each statutory leave assignment, the local employing agency shall provide the TPSL holder with the same mentoring that was required for initial issuance.
2. Submission of a completed application ([form 41-4](#)) and [processing fee](#).

Requirements for Third and all Subsequent Renewals

1. The employing agency must verify all of the following on the form entitled *Verification of Requirements for the Teaching Permit for Statutory Leave* (form CL-903) for the third and all subsequent TPSL renewals:
 - That the applicant has completed the same professional learning activities that are required of the regular teaching staff at the Local Employing Agency.
 - That the employer will continue to provide an early orientation for each statutory leave assignment.
 - That that for each statutory leave assignment, the local employing agency shall provide the TPSL holder with the same mentoring that was required for initial issuance.

2. Submission of a completed application ([form 41-4](#)) and [processing fee](#).

TPSL Authorizations

The Multiple Subject authorization allows the holder to teach all subjects in a self-contained classroom, such as the classrooms in most elementary schools, in grades preschool, K–12, or in classes organized primarily for adults for any one teacher that is out on a statutory leave for the entire length of said leave during a school year. In addition, the holder of a Multiple Subject Teaching Credential may serve in a core or team teaching setting.

The Single Subject authorization allows the holder to teach the specific subject(s) named on the credential in departmentalized classes, such as those in most middle schools and high schools, in grades preschool, K–12, or in classes organized primarily for adults for any one teacher that is out on a statutory leave for the entire length of said leave during a school year.

The Special Education authorization allows the holder to conduct Educational Assessments related to students' access to the academic core curriculum and progress towards meeting instructional academic goals, provide instruction, and Special Education Support to individuals identified as needing special education services across the continuum of program options available and in any specialty area in grades twelve and below, including preschool, and in classes organized primarily for adults for any one teacher that is out on a statutory leave for the entire length of said leave during a school year.

Period of Validity

A TPSL permit is valid for one year.

Reference: Title 5, California Code of Regulations, Section 80022