



APPLICATION FOR TEMPORARY AUTHORIZATION FOR MINOR ASSIGNMENT

PART I: PERSONAL INFORMATION (Print all information in blue ink and in uppercase letters.)

LAST NAME

FIRST NAME

MI

GENDER

SOCIAL SECURITY NUMBER

BIRTH DATE (Month-Day-Year) - Required

ADDRESS (Street)

Apt. #

(City)

(State)

(Zip Code)

FORMER LAST NAME(S)

PHONE (Home)

(Work)

Race/Ethnicity (Optional)
1. Native American
2. Asian/Pacific Islander
3. Black
4. White
5. Hispanic

E-MAIL ADDRESS

- 1. Have you ever been convicted of any crime, excluding minor traffic violations?
2. Have you been dismissed for cause from any position?
3. Have you ever surrendered a professional certificate, license, permit or other credential...

Pursuant to Connecticut General Statutes Section 10-221d, the State Board of Education must submit, periodically, a database of applicants for an initial issuance of a certificate, authorization or permit to the State Police Bureau of Investigation for a criminal history record check.

NOTE: If you answer "YES" to any of the above questions, you must attach a signed statement of explanation. If there are multiple incidents within each question, you must list and explain each separately.

Information on this application is subject to disclosure pursuant to the Freedom of Information Act.



PART II: APPLICANT ATTESTATION

I have reviewed this application and affirm that the information provided by me on this application and any accompanying documents contains no material misrepresentations, falsifications or omissions and that all the information given by me is true, complete and accurate. I understand that all application and accompanying information may be verified and that any material misrepresentation, falsification or omission may result in the denial or revocation of my certificate(s), permit(s) or authorization(s).

I understand that to obtain a reissuance of a Temporary Authorization for a Minor Assignment I will need to complete an additional six (6) semester hours of credit in the area requested.

By checking the "I Agree" box, you agree your typed signature is the legal equivalent of your manual signature on this Application.

I Agree.

ORIGINAL SIGNATURE OF APPLICANT DATE:

PART III: EMPLOYING AGENT'S REQUEST (must be completed by the superintendent)

NOTE: The number of instructional periods per day for the minor assignment shall not exceed the number of instructional periods of the primary assignment. The area of the minor assignment may not exceed two (2) periods per day.

I hereby request a Temporary Authorization for a Minor Assignment for the applicant. In addition to the primary teaching assignment, the teacher will be assigned in the indicated area.

Endorsement area requested for minor assignment: _____

Check box if a bilingual endorsement is sought in the above endorsement area.

Number of periods per day for minor assignment: _____

Grade level of minor assignment: _____

School year for minor assignment: _____

Number of periods per day for primary assignment: _____

Primary teaching assignment and endorsement(s) held: _____

I am requesting one of the following: Issuance Reissuance (See Note)

The applicant has earned at least 12 semester hours of college credit in the subject/field indicated above.

Official transcripts are attached.

NOTE: Regulations provide for only one reissuance of a Temporary Authorization for a Minor Assignment and will require an additional six (6) semester hours of credit in the area requested. I understand that on or before the expiration date of this renewal period, the candidate must qualify for and obtain the endorsement or discontinue teaching the subject/field.

PART IV: EMPLOYING AGENT'S SIGNATURE

Signature of Superintendent/Exec. Dir./Designee
(Original signature, no stamps accepted)

Date

Typed or Printed Name of Person Signing Above

Title

District

Telephone Number

Street

FAX Number

City, State, Zip Code

E-Mail Address

Original Signatures Must Be On Form Submitted



ED 173
REV. 7/19
C.G.S. 10-145
C.G.S. 10-145d, P.A. 03-168
Regs. 10-145d-418

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Bureau of Educator Standards and Certification
P.O. Box 150471
Hartford, CT 06115-0471
www.ct.gov/sde/cert

INSTRUCTIONS TO APPLICATION FOR TEMPORARY AUTHORIZATION FOR A MINOR ASSIGNMENT

THIS CHECKLIST MUST BE ATTACHED TO THE COMPLETE APPLICATION PACKET

Applicant:

- a. Complete Parts I and II.
- b. Attach official transcript(s), signed and sealed by the registrar(s), indicating the completion of a minimum of 12 semester hours of credit in the requested area.
- c. Return completed application to the superintendent of schools.

Employing Agent:

- a. Parts III and IV are to be completed and signed by the superintendent of schools, executive director or designee.
- b. Return the completed application, attachments and checklist to the Bureau of Educator Standards and Certification.

CONNECTICUT ENDORSEMENT CODES

Teaching Endorsements

010	Business, 7–12	062	School Library Media Specialist
015	English, 7–12	072	School Nurse-Teacher
018	French, 7–12	073	School Dental Hygienist-Teacher
019	German, 7–12	089	Marketing Education, 7–12
020	Italian, 7–12	101	World Language Instructor, Elementary
021	Latin, 7–12	102	Remedial Reading & Remedial Language Arts, 1–12
022	Russian, 7–12	104	Cooperative Work Education/Diversified Occupations
023	Spanish, 7–12	110	Unique Subject-Area
024	Other World Language, 7–12	111	Teaching English to Speakers of Other Languages (TESOL), PK–12
026	History & Social Studies, 7–12	112	Integrated Early Childhood/Special Ed., Birth – Kindergarten
029	Mathematics, 7–12	113	Integrated Early Childhood/Special Ed., Nursery -K – Elem. 1–3
030	Biology, 7–12	165	Comprehensive Special Education, K–12
031	Chemistry, 7–12	215	English, Middle School
032	Physics, 7–12	226	History & Social Studies, Middle School
033	Earth Science, 7–12	229	Mathematics, Middle School
034	General Science, 7–12	230	Biology, Middle School
035	Driver Education	231	Chemistry, Middle School
040	Agriculture, Pre-K–12	232	Physics, Middle School
041	Vocational Agriculture, 7–12	233	Earth Science, Middle School
042	Art, PK–12	234	General Science, Middle School
043	Health, PK–12	235	Integrated Science, Middle School
044	Physical Education, PK–12	317	Portuguese, 7–12
045	Home Economics, PK–12	318	Mandarin Chinese, 7–12
047	Technology Education, PK–12	483	Dance, Pre-K–12
049	Music, PK–12	485	Theatre and Drama, Pre-K–12
055	Partially Sighted, PK–12	511	Montesori, Elementary, 1–6
057	Deaf and Hard of Hearing, PK–12	512	Montesori, Primary, Birth to Kindergarten
059	Blind, PK–12	826	Vocational Department Head: Trade Technology

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