



APPLICATION FOR TEMPORARY 90-DAY CERTIFICATE

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
- | | |
|--------------------------|---------------------------|
| <input type="checkbox"/> | 1. Native American |
| <input type="checkbox"/> | 2. Asian/Pacific Islander |
| <input type="checkbox"/> | 3. Black |
| <input type="checkbox"/> | 4. White |
| <input type="checkbox"/> | 5. Hispanic |

(Required)

E-MAIL ADDRESS _____

- | | | |
|---|------------------------------|-----------------------------|
| 1. Have you ever been convicted of any crime, excluding minor traffic violations? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Have you been dismissed for cause from any position? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Have you ever surrendered a professional certificate, license, permit or other credential (including, but not limited to, an education credential); had one revoked, suspended, annulled, invalidated, rejected or denied for cause; or been the subject of any other adverse or disciplinary credential action? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

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. Each applicant seeking an initial issuance or renewal of a certificate, authorization or permit must also submit to a records check of the Department of Children and Families' child abuse and neglect registry established pursuant to Connecticut General Statutes Section 17a-101k. In addition, the State Board of Education is required to submit periodically for criminal history records check the database of all persons who hold any certificate, authorization or permit.

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. Submit official copies of court or administrative record(s), including disposition of each use.

PART II: APPLICATION FOR TEMPORARY 90-DAY CERTIFICATE

1. Have you fulfilled the Praxis Core Academic Skills Test or waiver requirements? YES NO
2. Have you fulfilled the Praxis II and/or ACTFL requirements? YES NO

PART III: EDUCATIONAL BACKGROUND

List higher education institution(s) you attended. Attach a separate sheet if you need additional space.

| Names of Institutions | State | Dates Attended | | Degree/Major |
|-----------------------|-------|-------------------|-----------------|--------------|
| | | From (mm/yyyy) | To (mm/yyyy) | |
| | | | | |
| | | | | |
| | | | | |

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).

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 IV: EMPLOYING AGENT REQUEST

I hereby request issuance of a temporary 90-day certificate for the aforementioned applicant to serve as indicated below. (Note: Dates must reflect 90 school days. The requested effective date cannot be prior to the date the application is received in our office.)

Endorsement Area

Grade

From (mm/dd/yyyy)

To (mm/dd/yyyy)

- Check box if applicant is being employed in a: (Check one) Permanent Position Substitute Position
- (Check one) 50% or more FTE Less than 50% FTE

Please read and sign the following to acknowledge agreement to the terms listed below:

- The holder of the temporary 90-day certificate must be in the same position (same school/same classroom) for the entire validity period of the temporary 90-day certificate.
- Temporary 90-day certificates will be issued effective, the date the application (ED 172) is received in our office if the district neglects to submit the application prior to the candidate’s first day of service and there are not enough days in the assignment (less than 90 school days), we will be unable to issue the temporary 90-day certificate and the district will need to default to requesting a long-term substitute authorization to cover the service. No exceptions will be made to this policy.
- If for any reason, the applicant fails to complete 90 school days consecutively under the 90-day certificate or the district does not retain the applicant for the full 90-days consecutively, the service cannot be banked or combined with other experiences/districts. No exceptions will be made to this policy.
- The certificate is not transferable to any other school district. If the holder of a temporary 90-day certificate is released from employment prior to the expiration date of the temporary 90-day certificate, the time served will not count toward the issuance of the initial educator certificate. Notice of the release from employment is required, and the educator will need to serve 90-days under another temporary 90-day certificate to become eligible for an initial educator certificate.
- The holder of the temporary 90-day certificate must be evaluated a minimum of two times during the period of the 90-day certificate.

Original Signatures Must Be On Form Submitted

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

Date

Typed or Printed Name of Person Signing Above

Title

Board of Education*

Telephone Number

Street

FAX Number

City, State, Zip Code

E-Mail Address

***Board of Education** means a Connecticut local or regional Board of Education, regional educational service center, unified school district, cooperative arrangement established pursuant to 10-158A of the Connecticut General Statutes, the Technical High School System, approved private special education facilities, the Gilbert School, Norwich Free Academy or Woodstock Academy.

Permanent means the position is indefinitely filled by the same person who is paid on the teacher salary schedule, provided with employee benefits and contributes to the Teachers' Retirement Board.

Substitute means a long-term substitute position that is filled by a person who takes the place of a permanent teacher for a defined period of time.

INSTRUCTIONS TO APPLICATION FOR INITIAL EDUCATOR CERTIFICATE FOR HOLDERS OF 90-DAY CERTIFICATES

THIS CHECKLIST MUST BE ATTACHED TO THE COMPLETE APPLICATION PACKET

Applicant:

- a. Complete Parts I, II and III.
- b. Attach official transcript(s), signed and sealed by the registrar(s).
- c. Attach ED 125 Statement of Preparing Higher Education Institution form signed by the Alternate Route to Certification Executive Director.
- d. Have fulfilled the Praxis Core Academic Skills Test and Praxis II or ACTFL requirements. (Please note: A 90-day certificate will not be issued until all assessment requirements have been met and notification is received from the appropriate testing agency.)
- e. Return completed application to the superintendent of schools.

Local Board of Education:

- a. Part IV is 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 AVAILABLE THROUGH THE ALTERNATE ROUTE TO CERTIFICATION (ARC)

| | | | | | |
|-----|----------------|-----|----------------------------|-----|-------------------------------------|
| 010 | Business, 7-12 | 024 | Other World Language, 7-12 | 045 | Family and Consumer Sciences, PK-12 |
| 015 | English, 7-12 | 029 | Mathematics, 7-12 | 047 | Technology Education, PK-12 |
| 018 | French, 7-12 | 030 | Biology 7-12 | 049 | Music, PK-12 |
| 019 | German, 7-12 | 031 | Chemistry, 7-12 | 101 | Elementary World Language |
| 020 | Italian, 7-12 | 032 | Physics, 7-12 | 112 | Integrated Early Childhood, B-K |
| 021 | Latin, 7-12 | 033 | Earth Science, 7-12 | 305 | Elementary, 1-6 |
| 022 | Russian, 7-12 | 034 | General Science, 7-12 | | |
| 023 | Spanish, 7-12 | 042 | Art, PK-12 | | |

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