STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION

To: Superintendents of Schools and Unified School Districts
Directors of Public Charter Schools
Directors of Approved Private Special Education Programs
Executive Directors of Regional Educational Service Centers

From: Dr. Shuana Tucker, Chief Talent Officer

Date: October 26, 2026

Subject: New Connecticut Educator Certification System

The Connecticut State Department of Education (CSDE) is in the process of adopting a new cloud-based certification application portal to replace the current Connecticut Educator Certification System (CECS). The official launch date of the new and improved CECS is **November 10, 2026**.

New CECS:

- It is a modern, computer-based software that helps protect educator certification data and makes the system more reliable.
- It will support the processing of educator certification applications and maintain educators' professional journeys.
- It will significantly reduce the need for the CSDE to scan required documentation.
- It will reduce the timelines for processing educator certification applications.
- It will allow Connecticut districts to submit district-based applications (e.g., ED 177, ED 175) directly into the system.
- It will allow Connecticut Educator Preparation Programs (EPPs) to submit certification recommendations directly into the system.

Designated school district personnel will have access to the new CECS to submit and check the status of district-based applications and educator certificates. The CSDE has created the following district-based roles with aligned permissions in the new CECS:

- **CECS District Program Manager**: A designated staff member who can assign roles in the CECS for selected staff members. This program manager will be able to add and remove designated personnel for the roles of Superintendent, Superintendent Designee, and HR Designee.
- **Superintendent**: Full access to the district portal, authorized to sign, submit, and check the status of district-based applications and verify educators' certification statuses.
- **Superintendent Designee**: Full access to the district portal, authorized to sign, submit, and check the status of district-based applications and verify educators' certification statuses. This role aligns with the current superintendent's designee list, which is managed in the Bureau of Certification.
- **HR Designee**: Designated staff member authorized to start and check the status district-based applications and verify educators' certification statuses.

To onboard designated district personnel into the new system, the CSDE is requesting that superintendents, directors, and executive directors identify the specific staff member who will serve as the district's CECS District Program Manager. To identify the CECS District Program Manager, please complete the New CECS Qualtrics Survey **by November 2, 2026.** The survey will request the designated staff member's name, title, district name, and district email address. The CECS District Program Manager will be contacted regarding account setup and additional training information. Please note that one district staff member may serve in more than one role in the new CECS.

In the coming months, the CSDE will provide additional information, user guides, and training, including district user webinars, to assist district users in successfully accessing and utilizing the new CECS. In the interim, the CSDE will continue to accept paper-based educator certification applications.

If you have any questions, please contact Kaylan Ricciardi, Ed.D., at SDE.CECS.Reports@ct.gov or 860-713-6820.

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