 **2022-2023 Request for Waiver of Teacher Credential**

## Teacher Credential Waivers may only be submitted by the Pre-K Project Director.

 *Submit the Request for Waiver of Teacher Credential form to your Pre-K Specialist.*

Date:       Program Legal Name:       Site Name:       Project Director:       Email:

**Lead and Assistant Teacher Credential Waiver:** Providers are required to staff the classroom with teachers that meet the credential requirements outlined in Section 12.3 and Section 13.3 of the *Pre-K Providers’ Operating Guidelines*. Providers that are unable to fill a vacancy with a sufficiently credentialed lead and/or assistant teacher may request a waiver. In order for a program to request a waiver, the teacher must meet the following requirements:

* Be enrolled in a credentialing program prior to the submission of the waiver request. Documentation must be available for review.
* Must be registered in the Georgia Professional Development System (GaPDS).

**If approved, the waiver is valid for the 2022-2023 school year only.**

**Waiver Request** *[ ]* New Waiver  [ ]  Waiver Extension (teacher was approved for a credential waiver during the 2021-2022 school year)

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| --- | --- | --- | --- |
| **Teacher’s Full Name** | **GaPDS#** | **Position** | **Credential Information** |
|       |       | [ ]  Lead[ ]  Assistant | **Indicate waiver type program is requesting for teacher:***[ ]*  GaPDS verified non-ECE bachelor’s degree or higher*[ ]*  GaPDS verified ECE associate degree or Montessori diploma*[ ]*  Lead teacher does not hold a bachelor’s degree or ECE associate degree*[ ]*  Assistant teacher does not hold an approved credential**Qualifying credential teacher will earn:**       **(**Refer to section 12.4 of the *Pre-K Providers’ Operating Guidelines* for a list of qualifying credentials for lead teachers and section 13.4 for a list of qualifying credentials for assistant teachers.) **Projected date to receive the credential:**        |

**[ ]  DECAL is unable to approve this request.** Date:       Comments:

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**Approved Credential Level for the 2022-2023 school year** Date Received:       Date Approved:

**[ ]  GaPDS verified non-ECE bachelor’s degree or higher.**

* Select the following on your roster for the teacher: Credential - No GaPSC Credential/ECE Degree – Other Non-ECE Degree.
* The class will be paid at the bachelor’s degree rate. The provider is required to pay the lead teacher at least 90% of the base salary funded by DECAL.

**[ ]  GaPDS verified Early Childhood Education associate degree or Montessori diploma**

* When reporting the teacher on the roster, select *Insufficient* for credential, then email panda.teachers@decal.ga.gov and request data entry for a verified Early Childhood Education Associate Degree. Only DECAL can enter this credential for a lead teacher.
* The class will be paid at the two-year degree rate. The provider is required to pay the lead teacher at least 90% of the base salary funded by DECAL.

**[ ]  Lead teacher does not hold a bachelor’s degree or ECE associate degree [ ]  Assistant teacher does not hold an approved credential**

* When reporting the teacher on the roster, select *Insufficient* for credential.
* Classes without a sufficiently credentialed lead teacher are paid at the insufficient credential rate, which is equal to the assistant teacher salary. The provider is required to pay the lead teacher 100% of the total funded salary. The provider is required to pay the assistant teacher 100% of the total funded salary.

**[ ]  Current credential has not been verified in the GaPDS**

* When reporting the teacher on the roster, select *Insufficient* for credential. Email panda.teachers@decal.ga.gov when the credential has been verified.
* Classes with a lead teacher whose credential has not been verified are paid at the insufficient credential rate, which is equal to the assistant teacher salary. The provider is required to pay the teacher 100% of the total funded salary.

**Refer to the Pre-K Providers’ Operating Guidelines for information about required salary rates and class funding rates.**

**Supplemental Compensation for Creditable Years of Experience (CYE):** Supplemental compensation will be provided for waivered lead teachers with at least two years of qualifying experience. Creditable Years of Experienceare defined as all years taught as a full-time lead teacher in a Georgia’s Pre-K Program (public or private) with an approved credential and/or all years taught as a full-time certified lead teacher in a K-12 public school. A teacher must have taught full-time for at least six months of the school year (60% of the year) to receive credit for one full year. Providers are required to pay the teacher 100% of CYE funding.