



# Pre-K Teacher Credential Waiver

Pre-K providers are required to staff the Pre-K classroom with a lead and assistant teacher who meet credential requirements. In the event a provider is unable to hire a qualified teacher, a waiver request can be submitted in GAPREK for consideration. A Teacher Credential Waiver Request will only be considered, if the teacher is enrolled in a qualifying credential program. A few examples of when a waiver would be appropriate to submit for consideration include, but are not limited to:

- An assistant teacher has a high school diploma and is enrolled in a TCD program
- A lead teacher has a Non-ECE Bachelor's degree and is enrolled in a CDA program,
- A lead teacher has an ECE related Associate Degree and is enrolled and actively completing ECE Bachelor's degree

Once the waiver is submitted, you can view the waiver in the Submitted Waivers tab in the GAPREK system. This view allows you to track the approval of your waivers and/or any revisions that might be requested by DECAL.

## FAQ

**Q: Who can submit a credential waiver for a teacher?**

A: A credential waiver is submitted by the Primary Authorized User (PAU) or the Pre-K Project Director

**Q: Does a teacher earn Creditable Years of Experience (CYE) while teaching with credential waiver?**

A: A teacher must meet credential requirements to earn CYE; therefore, CYE is not earned while teaching with a credential waiver. CYE is 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 60% of the year.

**Q: What is the timeframe for submitting a credential waiver?**

A: The PAU or Project Director should submit a credential waiver request within 10 days of entering the teacher in GAPREK.

**Q: How long is a credential waiver valid?**

A: An approved credential waiver is issued for the school year in which it was submitted and expires at the end of the school year.

**Q: What should I do if my teacher withdraws from the qualifying credential program?**

A: The PAU or Project Director must contact [prekbusiness.support@dec.al.ga.gov](mailto:prekbusiness.support@dec.al.ga.gov) within 10 working days of the teacher withdrawing from the credential program. The teacher's credential waiver becomes invalid and the teacher's credential level and salary will be updated to reflect the change.

## Additional Resources Available:

For more information regarding Teacher Credential Waivers, additional resources are available at

<https://www.dec.al.ga.gov/Prek/ProjectDirectors.aspx> .

Questions?

Please contact [PreKBusiness.Support@dec.al.ga.gov](mailto:PreKBusiness.Support@dec.al.ga.gov)