



MT. DIABLO UNIFIED SCHOOL DISTRICT
1936 Carlotta Drive Concord, CA 94519-1397
Teacher Induction and Support Program
(TISP)



2024-2025 EARLY COMPLETION OPTION (ECO)
Application Instructions
Deadline: Within thirty (30) days of enrollment in TISP

Eligible teaching candidates may apply for consideration to participate in the Early Completion Option (ECO). Eligibility information is found in the MDUSD TISP Program Participant Handbook.

The ECO is designed for **exemplary teachers with prior teaching experience** and allows those teachers to complete the MDUSD TISP Program within one academic year, rather than two full academic years. To be deemed eligible for an ECO you must be a full-time employee and:

- Hold a California Preliminary Teaching Credential with English Learner Authorization
- Have taught a minimum of two (2) years as a teacher of record at an accredited school and in the same subject area as preliminary/Level 1 credential
- Have **exemplary** teaching experience, evidenced by rigorous employee **final** evaluations from the last two (2) years of employment
- Provide at least one (1) confidential online [MDUSD TISP: Recommendation for Early Completion form](#) from an administrator attesting to your appropriateness for ECO. If you recently changed schools, your current and prior administrator must each complete a form.
- Demonstrate exemplary practice and proficiency with the California Standards for the Teaching Profession during TISP classroom observations.

APPLICATION PROCESS

1. Become familiar with ECO eligibility information in the Participant Handbook.
2. Review this ECO Application Packet with your TISP Mentor and discuss content and procedures.
3. Provide the link to the online [MDUSD TISP: Recommendation for Early Completion](#) form to your current administrator to complete, attesting to your appropriateness for Early Completion Option (ECO). If your current administrator does not yet know your practice, your most recent prior administrator must *also* complete a recommendation form. Recommendations must be submitted within forty-five (45) calendar days of the initial enrollment date.
4. Submit this completed ECO Application Packet to the Program Coordinator(s) with the following included:
 - a. Early Completion Option (ECO) Application form verifying two (2) years of experience as teacher of record in the same grade/subject area as the preliminary credential(s)
 - b. Copies of two (2) most recent site administrator's standards-based final performance evaluations

Submit the completed packet to: Kirsten Watson watsonk@mdusd.org

Once a qualifying application is received, a TISP coordinator will collaborate with the assigned TISP mentor to review at least one (1) observation of the applicant's current teaching practice. A final notification to the applicant will be made within ten (10) working days of receipt of all required application components. Once approved for ECO, candidates are expected to demonstrate proficiency and the highest level of professionalism while completing all required elements of this option within one academic year. Any teacher who fails to do so will be re-designated to the regular TISP Program and expected to meet all regular TISP requirements within the typical two-year timeline of completion.



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EARLY COMPLETION OPTION (ECO) APPLICATION

Name: _____ School: _____

TISP Mentor: _____ Grade/Subject: _____

Please check **ALL** that apply:

- Hold CA Preliminary/Level 1 credential Full-time employee Only Induction is required to clear the credential
 Two or more years of verified teaching experience in the same area as credential being cleared

PRIOR EXPERIENCE

School Name: _____

Address: _____

Years Employed: _____ Grade Level/Subject: _____

Evaluator's name and email: _____

Evaluator's name and email: _____

School Name: _____

Address: _____

Years Employed: _____ Grade Level/Subject: _____

Evaluator's name and email: _____

Evaluator's name and email: _____

I understand that MDUSD TISP staff will review my application and supporting documents to determine whether or not I am qualified to complete MDUSD TISP within **one** academic year instead of **two** full academic years.

Participant Signature

Date

Office Use Only:

- This participant has been approved to participate in the Early Completion Induction Program Option.
- This participant has *not* been approved to participate in the Early Completion Option due to the following reason(s):

Induction Program Coordinator Signature

Date