



For County/District Use Only

In order to process the TCC, the applicant:

- ☐ Holds a valid teaching credential
- ☐ Holds a valid Certificate of Clearance
- ☐ Is currently and continuously employed per EC §44332.6

John A. Carroll

Marin County Superintendent of Schools
1111 Las Gallinas Avenue
San Rafael, CA 94903

**Temporary County Certificate
Affidavit of Application**

Applicant:

Full Name: _____

Social Security Number: _____

Date of Birth: _____

Signature: _____

Date: _____

District:

School District: _____

Type (i.e.: Appeal/Extension, Renewal, etc.): _____

Level (i.e.: Clear, Emergency, Preliminary, etc.): _____

Credential Title: _____

Subject(s) or Service(s): _____

Issuance Date: _____

Date application was submitted or mailed: _____

County Credentials Analyst:

Processed by: _____

Date: _____

The Issuance of a Temporary County Certificate

- A. A Temporary County Certificate is a document that bridges the gap between the application for and actual receipt of a credential from the Commission on Teacher Credentialing. It provides temporary credentialing for the purpose of employment of an employee, i.e. teacher, administrator, or service personnel.
- B. The employee must sign the affidavit of application verifying that they have completed requirements and submitted paperwork to the Commission on Teacher Credentialing for processing of their credential.
- C. The Temporary County Certificate is valid for six months or until the credential requested is either granted or denied by the issuing agency. If the credential is denied the Temporary County Certificate also becomes invalid on the date of notification.
- D. The Marin County Office of Education Board approves the issuance of the Temporary County Certificates monthly; upon approval, a copy of the TCC will be sent to the employing district.
- E. The Marin County Office of Education will notify the employing district of the CTC decision when the County Office is the sole agency of notification.

Employer Responsibility:

- 1. Please inform the candidate that copies of all supporting application packet documents must accompany the Affidavit of Application.
- 2. Please provide the original signed Affidavit of Application with a complete copy of the complete application packet, indicating the date mailed.
- 3. If this is a renewal online, please provide a print out of the payment confirmation OR a screen shot of the Application Status, indicating Pending Evaluation.