San Bernardino County Superintendent of Schools
Policy 4112.2,4312.2

CREDENTIAL REGISTRATION/RENEWAL REQUIREMENTS

Each employee serving in a certificated position with the County Superintendent of Schools shall, at the time of initial hire, and throughout his/her term of service, possess and maintain valid credentials required for that position.

Each credential actively used as a working credential by a certificated employee and each base credential must be registered with the County Schools Human Resources Division.

Required renewal and registration of credentials is the responsibility of the employee.

Certificated personnel whose credentials are not valid cannot be paid for the time service is rendered under such conditions.

No warrant will be drawn in favor of any person requiring certification until he/she is properly credentialed and registered with the county.

Approved: September 15, 1994