

#### **6A-4.0012 Application Information.**

(1) Application process. To apply for evaluation of eligibility for a Florida Educator's Certificate, an individual shall submit to the Bureau of Educator Certification the following:

(a) through (e) No change.

(f) A completed Restricted Classical Teaching Certificate Application and a nonrefundable application fee of \$75.00, Form CG-10C, Restricted Classical Teaching Certificate Application, (DOS link), effective August 2024, is hereby incorporated by reference and made a part of this rule. The form may be submitted online via the Department of Education Educator Certification website at <http://www.fldoe.org/teaching/certification/on-line-application-status-lookup-site.stml>, or may be retrieved from the website and submitted via postal delivery to the Florida Department of Education, Bureau of Educator Certification, Room 201, 325 West Gaines Street, Tallahassee, Florida 32399-0400.

(g) A completed Inactive Status Certificate Application and a nonrefundable application fee of \$75.00, Form CG-10IS, Inactive Status Application, (DOS link), effective August 2024, is hereby incorporated by reference and made a part of this rule. The form may be submitted online via the Department of Education Educator Certification website at <http://www.fldoe.org/teaching/certification/on-line-application-status-lookup-site.stml>, or may be retrieved from the website and submitted via postal delivery to the Florida Department of Education, Bureau of Educator Certification, Room 201, 325 West Gaines Street, Tallahassee, Florida 32399-0400.

(h) A completed Reactivation Certificate Application and a nonrefundable application fee of \$75.00, Form CG-10RS, Reactivation Certificate Application, (DOS link), effective August 2024, is hereby incorporated by reference and made a part of this rule. The form may be submitted online via the Department of Education Educator Certification website at <http://www.fldoe.org/teaching/certification/on-line-application-status-lookup-site.stml>, or may be retrieved from the website and submitted via postal delivery to the Florida Department of Education, Bureau of Educator Certification, Room 201, 325 West Gaines Street, Tallahassee, Florida 32399-0400.

(2) through (7) No change.

(8) Military Fee Waivers.

(a) No change.

(b) To apply for a military fee waiver, a request must be submitted via the Department of Education, Educator Certification website at <https://web03.fldoe.org/TeacherCertFeeWaiver>

~~<http://www.fldoe.org/teaching/certification/military/>~~ along with documentation establishing that the applicant meets the requirements for a fee waiver under subparagraph (8)(a)1., 2., or 3., of this rule. The following chart lists the required documentation:

<b>BASIS FOR WAIVER OF FEE</b>	<b>DOCUMENTATION REQUIRED</b>
Member of Armed Forces	Military ID card
Spouse of member of Armed Forces	Military dependent ID card (DD Form 1173)
Member of reserves	Military ID card or NGB22 Form or DD 256A Form
Spouse of member of reserves	Military dependent ID card (DD Form 1173) or Military dependent ID card (DD Form 1173-1)
Honorably discharged veteran	Certificate of Release or Discharge from Active Duty (DD Form 214 Member 4)
Spouse or surviving spouse of honorably discharged veteran	DD Form 214 Member 4 of spouse and marriage certificate
Honorably discharged veteran of reserves	DD Form 214 Member 4, NGB22 Form or DD 256A Form
Spouse of honorably discharged veteran of reserves	DD Form 214 Member 4, NGB22 Form or DD 256A Form of spouse and marriage certificate
Surviving spouse of member of armed forces on active duty at time of death	Official documentation from Department of Defense
Surviving spouse of member of reserves at time of death	Official documentation from Department of Defense

(c) through (e) No change.

(9) Retired First Responder Fee Waivers. professional certificate (INITIAL) – \$75.00 per subject;

(a) No change.

(b) To apply for a retired first responder fee waiver, a request must be submitted via the Department of Education Educator Certification website at <https://web03.fldoe.org/TeacherCertFeeWaiver>

~~<http://www.fldoe.org/teaching/certification/retiredfirstresponder/>~~ along with documentation establishing that the applicant meets the requirements for a retired first responder fee waiver under subparagraph (9)(a)1., 2., or 3., of this

rule.

(c) through (d) No change.

(10) Exceptional Student Education K–12/Elementary Education K–6 Waivers.

(a) An individual is eligible for a waiver from the Department for the application fees prescribed in subparagraph (1)(a)1.-3. of this rule if he or she is a teacher who:

1. Holds a valid active Temporary or Professional Certificate in Exceptional Student Education K–12 and applies to add a subject coverage in Elementary Education K–6; or

2. Holds a valid active Temporary or Professional Certificate in Elementary Education K–6 and applies to add a subject coverage in Exceptional Student Education K–12.

(b) To apply for an Exceptional Student Education K–12 or Elementary Education K–6 fee waiver, submit via the Department of Education Educator Certification website at <https://web03.fldoe.org/TeacherCertFeeWaiver> along with documentation establishing that the applicant meets the requirements for a certification fee waiver per paragraph (10)(a) of this rule.

<u>BASIS FOR WAIVER OF FEE</u>	<u>DOCUMENTATION REQUIRED</u>
<u>Holds a Temporary or Professional Certificate in Exceptional Student Education K–12 and applies to add a subject coverage in Elementary Education K–6</u>	<u>Valid active certificate in ESE K–12</u>
<u>Holds a Temporary or Professional Certificate in Elementary Education K–6 and applies to add a subject coverage in Exceptional Student Education K–12</u>	<u>Valid active certificate in K–6</u>

(c) Additional documentation. Where the required documentation submitted does not establish eligibility due to a name change or other circumstance, the applicant will be notified by the Department within ninety (90) days and afforded the opportunity to submit additional documentation to verify eligibility.

(d) All documents submitted to verify eligibility for the Exceptional Student Education K–12/Elementary Education K–6 fee waivers will be retained in the certification record maintained by the Department and will not be returned to the applicant. Approval for fee waivers remains valid for five (5) years from the date issued unless a

document used to verify indicates an earlier expiration date or end date of its validity and, in that case, validity of the fee waiver expires when the verifying document expires. In no case shall a person use or attempt to use a Exceptional Student Education K–12/Elementary Education fee waiver if the person does not meet the eligibility criteria set forth in Section 1012.59(4), F.S., and this rule.

*Rulemaking Authority 1001.02, 1012.55, 1012.56, 1012.586, 1012.59 FS. Law Implemented 1012.31, 1012.32, 1012.55, 1012.56, 1012.586, 1012.59, 1012.798 FS. History—New 7-6-82, Amended 9-27-83, Formerly 6A-4.012, Amended 12-25-86, 10-26-88, 5-2-90, 4-24-91, 7-7-92, 5-3-94, 7-18-95, 9-17-01, 11-25-03, 12-27-04, 1-1-08, 10-21-09, 12-31-14, 11-21-17, 11-28-18, 9-20-22, 9-26-23, 11-21-23.*