

Georgia PSC Employer Assurance Form – Revised May 2017

200 Piedmont Avenue SE, Suite 1702, Atlanta, GA 30334-9029

This form is to be used to verify current employment as a Georgia educator.

1. Applicant Information:

Title _____ Last Name _____
 Mr. Ms. Dr. _____
First Name _____ Middle Name _____
Social Security Number or GaPSC Certification ID _____ Date of Birth (MM/DD/YY) _____

Sections 2, 3, & 4 must be completed by the employer.

2. Employment Verification:

In submitting this form, I certify that **all required background checks have been completed for this applicant** and any violations of the Georgia Code of Ethics for Educators have been reported to the GaPSC. I also certify that the applicant is/will be working within the local unit of administration (LUA) I represent in a position requiring GaPSC certification and that the applicant is/will be employed by the LUA or by an outside agency contracted by the LUA to provide staffing or educational services.

Employment is in the certification field of: _____

Employment **in this certificate field** began on:

_____/_____/_____
(MM/DD/YY)

3. Transaction Request:

I am requesting the following transaction(s) on behalf of the applicant listed above (check all that apply):

- First GA certificate (issue Non-Renewable if appropriate)
- Renewal- A PLP/PLG has been established and the educator is making adequate progress toward meeting the plan/goals?
Yes No
- Upgrade
- Addition of a renewable field
- Conversion of an existing certificate
- Waiver
- Permit (Initial/Renewal)
- Issuance of an International Exchange Certificate

Addition of the following Non-Renewable or Supplemental Induction field to an existing certificate: _____

Field Code: _____
(see reverse)

In requesting a Non-Renewable certificate, the system/agency/school affirms that the applicant is the best qualified applicant available for the certificate field requested and understands that requirements specified by the GaPSC must be completed during the validity of the Non-Renewable certificate.

Other unlisted transaction (please specify): _____

4. Employer Information:

Name of Superintendent or authorized Central Office Designee (print/type)

Signature

Title

Date

Phone Number

Email Address

Name of Local Unit of Administration (School System/Agency/Private Institution)

Initial if applicable: _____ This is a virtual school based outside of Georgia. I certify that the applicant listed above will be working with Georgia students.

EMPLOYER ASSURANCE FORM INSTRUCTIONS – Revised May 2017

Note: Please complete all forms legibly in **black ink or type**. The **name** and **address** sections should be completed in **ALL CAPS**.

The Georgia PSC Employer Assurance Form should accompany all applications for certification when the applicant is employed or will be employed by a Georgia public or private school system/agency. This form is used for the following:

- To verify that the applicant is currently employed or will be employed in the listed system/agency and all required background checks have been completed;
- To exempt the applicant from the certification fee in some cases; and
- To request a Permit, International Exchange, Waiver, or Non-Renewable certificate. Be sure to indicate the field code and beginning validity date requested.
- When possible, this form should be submitted electronically through the employer’s account on www.gapsc.org.

CERTIFICATE FIELD CODES

<u>TEACHING FIELDS</u>	<u>Foreign Languages (P-12)</u>	<u>SERVICE FIELDS (P-12)</u>
<p><u>Elementary Fields</u> Birth Through Kindergarten – 870 Early Childhood Education (P-5) – 808 Early Childhood Sp Ed Gen Curriculum (P-5) – 708 Middle Grades (4-8): Language Arts - 853 Mathematics - 851 Reading - 855 Science - 852 Social Science - 854</p> <p><u>Secondary Fields (6-12)</u> Agriculture – 788 Behavioral Science – 766 Biology – 750 Business – 783 Chemistry – 752 Earth/Space Science – 753 Economics – 757 Engineering and Technology – 769 English – 730 Family/Consumer Science – 790 Geography – 759 Healthcare Science Technology Ed (HSTE) – 619 History – 755 JROTC: Air Force – 643 JROTC: Army – 641 JROTC: Marine Corps – 644 JROTC: Navy – 642 Marketing – 792 Mathematics – 743 Physics – 751 Political Science – 756 Science (Broad Field) – 748 Speech – 733 Trade & Industrial Education: Architectural Drawing and Design – 658 Audio/Video Technology & Film – 652 Automotive Service Tech – 650 Aviation – 830 Barbering – 613 Collision Repair – 653 Computer Animation – 678 Construction - 656 Cosmetology – 525 Culinary Arts - 669 Distribution & Logistics– 654 Electronics Technology – 657 Esthetics – 614 Government & Public Administration– 680 Granite Technology – 659 Graphic Communications & Design – 660 IT/Info Services & Support – 662 IT/Network Systems - 663 IT/Programming & Software Dev. – 664 IT/Cybersecurity – 676 Manufacturing & Engineering Sciences – 667 Marine Service Technology – 618 Nails – 615 Precision Machine Technology – 668 Law, Public Safety, Corrections & Security – 670 Sheet Metal – 671 Welding Technology – 673</p>	<p>American Sign Lang. 832 Arabic 845 Chinese (Mandarin) 834 Farsi 848 French 836 German 838 Greek (Classical) 842 Hebrew 841 Hindi 843 Italian 840 Japanese 831 Korean 846 Latin 835 Portuguese 844 Russian 839 Spanish 837 Swahili 847 Turkish 850 Urdu 849</p> <p><u>Special Education (P-12) Consultative</u> Sp Ed Adapted Curriculum – 805 Behavior Disorders – 778 Deaf Education – 797 Sp Ed General Curriculum – 798 ECE/Sp Ed General Curriculum (P-5 only) – 708 Learning Disabilities – 777 Physical & Health Disabilities – 768 Sp Ed Preschool (ages 3-5) – 799 Visual Impairment – 722 Sp Ed Academic Content Concentrations: P-5 4-8 6-12 Language Arts 930 931 932 Mathematics 910 911 912 Reading 950 951 952 Science 920 921 922 Social Science 940 941 942</p> <p><u>P-12 Fields</u> Art – 764 Computer Science – 789 Dance – 820 Drama – 821 Eng. To Speakers of Other Lang. (ESOL) – 885 Gifted (P-12) Consultative – 780 Gifted Concentrations: Language Arts – 963 Mathematics – 961 Reading – 965 Science – 962 Social Science – 964 Health Education - 760 Health and Physical Education – 761 Music – 767 Reading – 732</p>	<p>Audiology – 801 Media Specialist – 813 School Counseling - 709 School Nutrition Director – 729 School Psychology– 711 School Social Work – 715 Speech and Language Pathology – 802 Curriculum & Instruction – 902 Instructional Technology – 903 Teacher Leadership – 904</p> <p align="center"><u>LEADERSHIP FIELDS (P-12)</u> Educational Leadership – 704* Educational Leadership Building-Level – 706* Educational Leadership System-Level – 707* Educational Leadership-Tier I --700 Educational Leadership- Tier II -- 710</p> <p align="center"><u>ENDORSEMENTS</u> <u>Teaching Endorsements:</u> Autism – 877 Birth Through Five – 871 Career Exploration (PECE) – 749 Career Technical Instruction (CTI) – 810 Coaching Endorsement – 980 Computer Science – 882 Coordinated Career Academic Ed (CCAEd) -770 Culinary Arts – 884 Dual Immersion Early Childhood – 863 ESOL – 825 Gifted In-Field – 881 Intervention Specialist – 887 K-5 Mathematics – 970 K-5 Science – 971 Middle Grades– 859 On-Line Teaching – 898 Reading – 833 Safety & Driver Education – 763 Sp Ed Deaf Education – 874 Sp Ed Physical & Health Disabilities – 875 Sp Ed Preschool (ages 3-5) – 826 Sp Ed Transition Specialist – 873 Sp Ed Visual Impairment – 876 Work-Based Learning – 793</p> <p><u>Service Endorsements:</u> Student Support Team Coordinator – 888 Teacher Support and Coaching – 712</p> <p><u>Leadership Endorsements:</u> Teacher Leader – 774</p>

* Effective 1/15/16, field no longer issued