

MIAMI-DADE COUNTY PUBLIC SCHOOLS

OFFICE OF HUMAN CAPITAL MANAGEMENT

AGREEMENT

FOR TEACHERS ACCEPTING

OUT-OF-FIELD ASSIGNMENT



I understand that:

I must complete a minimum of 6 semester hours of college credit, 120 inservice points, or the appropriate subject area test towards in-field certification in _____ for each year in the out-of-field assignment. In-field certification must be obtained within 3 years. The appropriate documentation to include transcripts, inservice, tests, application and/or fee must be submitted to my principal. I understand that failure to obtain the minimum of 6 semester hours of college credit, 120 inservice points, or the appropriate subject area test towards in-field certification for each year in the out-of-field assignment may result in termination. All of in-field compliance must be maintained at the work site.

_____ (School Name) _____ (School Number)

_____ (Employee Name) _____ (Employee Number)

_____ (Date) _____ (Employee's Signature)

_____ (Date) _____ (Principal's Signature)

_____ (Date) _____ (Region Center Director Approval)

_____ (Date) _____ (Certification Officer Approval)

_____ (Date) _____ (Instructional Certification Executive Director Approval)

_____ (Date) _____ (Employment & Recruitment Officer Approval)

PLEASE RETURN THIS SIGNED FORM TO:

**Ms. Arlene M. Diaz, Executive Director
Instructional Certification
SBAB, Suite 260
W. L. 9305
Fax: (305) 995-7057**

Acceptance of this agreement is dependent upon approval from the Region Center.
cc: Personnel Records