

# Temporary Faculty Waiver—Action Plan/Progress Report



*Temporary Waivers* may be granted if the faculty member **is able** to complete the appropriate qualifications for the certification necessary for the position they are filling within a reasonable period of time. (An example: a teacher was hired to fill a position on an emergency basis, the school wants to retain him or her, yet he or she does not have a bachelor's degree. The school would request a waiver for one to two years while the teacher completes the bachelor's degree.) A teacher with a temporary waiver must be involved in an action plan to move toward certification and report on progress annually. Waivers must not make up more than 10% FTE of the faculty.

Faculty member with waiver: \_\_\_\_\_ Year the waiver was granted: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Subject and level teaching current year: \_\_\_\_\_ % FTE \_\_\_\_\_

Subject and level planning to teach next year: \_\_\_\_\_ % FTE \_\_\_\_\_

School Name: \_\_\_\_\_ City/State: \_\_\_\_\_

Administrator: \_\_\_\_\_

**PLAN:** ALL work faculty member *plans to do* to meet certification requirement, including completion of Christian Philosophy of education and Bible requirement(s)

| School Year                 | Fall Term   | Spring Term   | Summer Term   |
|-----------------------------|---|---|---|
| <i>(example)</i><br>2017–18 | <i>3-hour education class from a Christian university</i> | <i>3-hour education class from a Christian university</i> | <i>Two 3-hour classes from a Christian university—education and Bible</i> |
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|                             |   |   |   |
|                             |   |   |   |

**PROGRESS-TO-DATE** (include ALL work completed *since the waiver was granted*, including Christian philosophy of education and Bible)

| School Year                 | Semester Hours Completed   |             |  |
|-----------------------------|--|-------------|--|
|                             | Fall Term  | Spring Term | Summer Term  |
| <i>(example)</i><br>2017–18 | <i>XYZ Christian University<br/>"Foundation of Education," 3-hour course</i> | <i>None</i> | <i>XYZ Christian University<br/>"Children's Literature," 3-hour course<br/>"New Testament Survey," 3-hour course</i> |
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