



**Los Angeles County  
Office of Education**

**INFORMATIONAL  
BULLETIN # 6658**

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9300 Imperial Highway, Downey, California 90242-2890 • (562) 922-6111

Debra Duardo, M.S.W., Ed.D., *Superintendent*

February 23, 2023

**TO:**               Certificated Personnel Administrators  
                      Credential Analysts and Technicians  
                      Los Angeles County School LEAs (K-12)

**FROM:**          Carolina Rangel, Credentials Coordinator  
                      LEA Personnel Information Services  
                      Division of School Financial Services

**SUBJECT:**       Change in Temporary County Certificate Issuance Policy – 6-Month Maximum Issuance Period

Beginning April 1, 2023, the Certification Section of the Los Angeles County Office of Education (LACOE) will no longer issue Temporary County Certificates (TCCs) for a full calendar year. Instead, TCCs will be issued for a maximum period of six months to better align with the Commission on Teacher Credentialing's (CTC) credential processing time of 50 business days. Requests for TCC extensions beyond the initial 6-month period will be evaluated on a case-by-case basis.

Kindly be advised that applications for TCCs with a CTC status of "Pending Additional Evaluation" or "Returned for Additional Information" will be evaluated on an individual basis and issuance of the TCC cannot be guaranteed.

An application with a CTC status of "Pending Additional Evaluation" has been forwarded to the CTC's Division of Professional Practices (DPP) for review, as a result of the following:

- An applicant has answered "yes" to one or more Professional Fitness Questions
- Record of Arrest and Prosecution (RAP) was received from the Department of Justice (DOJ) and/or Federal Bureau of Investigations (FBI)
- Other notification received pertaining to an applicant's misconduct, requiring the DPP to review and evaluate professional fitness

An application with a CTC status of "Returned for Additional Information" was reviewed by the CTC and it was determined that additional information is necessary to qualify for the requested document. A letter was mailed to the educator (or employing agency if the application was submitted by an employer) with specific details regarding what is required for the application to be complete.

Please be aware that regulations require educators to hold a valid, non-expired Certificate of Clearance (COC) or other valid, non-expired credential or permit issued by the CTC before a TCC can be processed. To help us with this requirement, we kindly request your cooperation in verifying that the applicant possesses one of the aforementioned documents before submitting a TCC for processing.

Should questions arise regarding this bulletin, please contact the Certification Section at (562) 922-6504 or by email at [Rangel\\_Carolina@lacoe.edu](mailto:Rangel_Carolina@lacoe.edu).

Approved:  
Nkeiruka Benson, Director  
Division of School Financial Services

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