

NOTICE FOR EXPEDITED REVISIONS TO AGENCY FORMS

Rule Number Ed 505.08

Proposed Expedited Revision Number _____ Form Number DOE-BOC 1 through 18
(if applicable)

1. Agency Name & Address: Board of Education c/o Department of Education 25 Hall St. Concord, NH 03301	2. RSA Authority: <u>RSA 21-N:9, II(s)</u> 3. Federal Authority: _____ 4. Type of Action for Rule: Amendment Readoption w/amendment: <u>X</u>
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5. Short Title: **Bureau of Credentialing Educator Forms**

6. Explanation of the reason for the proposed readoption with amendment of the form and a summary of the existing affected rule and the proposed amendment to the form and rule:

The Board of Education is proposing to readopt with amendment the following forms incorporated by reference in Ed 505.08(b). The existing titles and revision dates of the forms are indicated:

DOE-BOC 1, "Application – Statement of Eligibility (SOE)", February 2023;

DOE-BOC 2, "Application for Licensure – Educator Preparation Program Completer", February 2023;

DOE-BOC 3, "Educator Transmittal Form", February 2023;

DOE-BOC 4a, "DOE Renewal Application – Educator", February 2023;

DOE-BOC 4b, "DOE Renewal Form Paraeducator I/ II and Educational Interpreter/Transliterater License", February 2023;

DOE-BOC 4c, "License Renewal Form for School Nurse I, II, and III", February 2023;

DOE-BOC 5, "Emergency Authorization (EA)", February 2023;

DOE-BOC 6, "Application for Emergency Authorization", February 2023;

DOE-BOC 7, "In Process of Licensure Authorization (IPLA)", February 2023;

DOE-BOC 8, "Paraeducator License Application", February 2023;

DOE-BOC 9, "School Nurse Application", February 2023;

DOE-BOC 10, "Name Change Request", February 2023;

DOE-BOC 11, "Application – Educational Interpreter/Transliterater for Children and Youth ages 3-21 Inclusive", February 2023;

DOE-BOC 12, "Application for Credential Verification Request", February 2023;

DOE-BOC 13, "Application for Licensure – Demonstrated Competencies", February 2023;

DOE-BOC 14, "Application for Portfolio and Oral Board Review", February 2023;

DOE-BOC 15, "Intern Authorization Application", February 2023;

DOE-BOC 16, “Site-Based Licensing Plan Completer Application”, February 2023;

DOE-BOC 17, “Criminal History Record Check Clearance”, February 2023;

**DOE-BOC 18, “Criminal History Record Check First-Time NH Licenses Only”,
February 2023;**

DOE-BOC 11 amends the title of the form to change the “/” to “and” to accurately reflect the title of the credential; and

DOE-BOC 18 amends the language in the certification by adding the following: “I understand that the central registry check will identify whether there are any substantiated allegations of child abuse against me and/or the existence of any open child abuse investigations, where I have been identified as an alleged perpetrator of child abuse. Further, I understand that any investigatory reports related to such substantiated allegations and/or open investigations may be received as part of this application.”

All the forms have the following changes:

- **The word “optional” has been removed and replaced by an asterisk for the Social Security number field, with statutory reference to RSA 21-N:9, II(s) giving the Department of Education authority to require Social Security numbers, pursuant to 2022, 222:1, effective 8-16-22;**
- **The option of “Other” was added to the Gender field; and**
- **Additional options were added in the Ethnicity field, and the fillable field asking to indicate race is removed.**

Ed 505.08, General Application Instructions, outlines the application process for the credentials administered by the Bureau of Credentialing, and the text of the rule is being readopted with amendment to reflect the changes in the forms above to include:

- **Amending language in (c) and (d) that refers to a Social Security number being provided as optional; and**
- **Deleting (e) and (f), referring to how applicants shall operate if moving forward without a Social Security number.**

7. Contact person for copies and questions about the proposed form:

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**TTY/TDD Access: Relay NH 1-800-735-2964 or
dial 711 (in NH)**

8. Deadline for submission of materials in writing or in the electronic format specified:

Friday, March 8, 2024

☐ Fax

☒ E-mail

☐ Other format (specify):