

## FAQ: Agreements to Earn

**Q. What is an Agreement to Earn?**

**A. *When a certified teacher cannot be located, the district may allow a teacher to sign a waiver to teach in an area in which they are not currently certified.***

**Q. What are the terms of the Agreement to Earn?**

**A. *You have one year after accepting the out of field assignment to meet your requirements. You will be considered out of field and required to be on the FTE Parent Letter until the out of field area is on your certificate.***

**Q. Does accepting an out of field assignment affect my ESOL requirement?**

**A. *It can, it is best to discuss this with your Certification Rep before signing the Agreement to Earn.***

**Q. What are the requirements under an Agreement to Earn?**

**A. *Agreements for Subject areas require either a passing score on your exam within one year, or completion of 2 college courses in your out of field area within the year, this will allow for a one year extension and more time to pass the test.***

***Agreements to Earn for an Endorsement can vary, you will want to speak with a Certification team member for Endorsement information specific to your out of field area.***

**Q. How can I sign up?**

**A. *Your principal must request permission from HR for an out of field hire, if approved a Certification team member will contact you to sign the forms.***

**Q. What happens if I do not pass the exam or complete my courses within my time frame?**

**A. *You are no longer eligible to teach out of field and an ALERT will be placed on your file. This means you are not eligible to sign future Agreements until the initial one has been satisfied. Failure to secure an in-field position could affect your employment.***

**Q. Where can I register for my test?**

**A. [www.fl.nesinc.com](http://www.fl.nesinc.com)**

**Q. How can I register for my endorsement course?**

**A. Email [readingendorsement@hcps.net](mailto:readingendorsement@hcps.net) for registration information.**