District notifies LACOE about the “New Teacher” by forwarding the “Notice of Eligibility”

Email: olivar\_rosa@lacoe.edu

Fax: (562) 803-8510

**Los Angeles County Office of Education**

Regular Education BTSA Induction Program

District’s “New Teacher” to LACOE

**Flow-Chart**

**LEGEND**

Blue: District

Purple: LACOE

Green: “New Teacher”

2014-15 School Year

**OR**

District HR credential analyst assesses “New Teacher’s” Induction status and completes district’s portion of the “Notice of Eligibility.” “New Teacher“ completes “Next Steps” section of the form with signature. HR credential analyst creates a spreadsheet to track and monitor all “New Teachers” that have completed the “Notice of Eligibility” and that has been forwarded to LACOE.

“New Teacher” registers and selects **LACOE** advisement date

“New Teacher” registers and selects local **district** advisement date

Consortium district hires a the “New Teacher” with a 2042 Preliminary Credential

“New Teacher” attends advisement and completes a Personal Profile, MOU and Promissory Note

After advisement the “New Teacher” is assigned a support provider

LACOE Staff will notify potential “New Teacher” of advisement dates