



Retiree Return-to-Work Critical Shortage Certification

A critical shortage area is defined as any subject area where a shortage of certified teachers has been confirmed by the employer and its governing authorities. LSA R.S. 11:710 requires employers to follow the guidelines listed below when a critical shortage is declared. Employers may use this form to certify their critical shortage area to TRSL.

- Once a "retired teacher" is rehired in a critical shortage area, he or she can remain continuously employed for the duration of the declared critical shortage.
- Employers are required to maintain proof of certification requirements, advertisements, and applicant information.

Section 1 — Retiree information											
Retiree Name: Last, first, M, suffix (Jr, III, etc.)	Social Security number <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table>										

Section 2 — Critical shortage certification					
Employer Name:	Employer ID number <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table>				

Instructions: Online enrollment must be processed prior to submitting this certification. Select only one option below.

- Full-time positions as K-12 classroom teachers:**
- We certify that a shortage of certified teachers exists in the subject area listed below.
 - We certify that we have advertised on two separate occasions in the official journal notice that a shortage exists in the positions sought to be filled.
 - We certify that there were no certified applicants who are not retirees, or there were fewer than three applicants for the position.
 - We certify that we have complied with the certification requirement to the Board of Elementary and Secondary Education (BESE).

Position description/Job title		Duration of employment From ____/____/____ to ____/____/____ <small style="text-align: center;">mm-dd-yyyy mm-dd-yyyy</small>	
Date of 1st advertisement in the official journal notice ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	Date of 2nd advertisement in the official journal notice ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	Date of certification to BESE ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	
Superintendent Name	Superintendent Signature ▶	Date ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	
Personnel Director Name	Personnel Director Signature ▶	Date ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	

- Part-time positions as K-12 classroom teachers:**
- We certify that a shortage of certified teachers exists in the subject area listed below.
 - We certify that we have complied with the certification requirement to the Board of Elementary and Secondary Education (BESE).

Position description/Job title		Duration of employment From ____/____/____ to ____/____/____ <small style="text-align: center;">mm-dd-yyyy mm-dd-yyyy</small>	
Date of advertisement (optional) ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	Date of certification to BESE ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>		
Superintendent Name	Superintendent Signature ▶	Date ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	
Personnel Director Name	Personnel Director Signature ▶	Date ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>	

- Full-time speech therapists, speech pathologists, or audiologists:**
- I certify that a shortage of speech therapists, speech pathologists, or audiologist exists.
 - I certify that I have complied with the certification requirement to the Board of Elementary and Secondary Education (BESE).

Date of certification to BESE ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>		Duration of employment From ____/____/____ to ____/____/____ <small style="text-align: center;">mm-dd-yyyy mm-dd-yyyy</small>	
School Board/Designee Name	School Board/Designee Title		
School Board/Designee Signature ▶	Date ____/____/____ <small style="text-align: center;">mm-dd-yyyy</small>		

Refer to the TRSL Employer Procedures Manual – Index 15, for detailed guidelines and instructions regarding retiree return-to-work provisions and requirements.