

Education Waiver Request

Educational Waiver Policy and Process

Effective Date: December 1, 2012

1. Educational/Degree Requirement:

- a. Protective Investigations: Must hold a minimum of a bachelor's degree from an accredited college or university. The field of study is not specified for protective investigation certification candidates.
- b. Case Management and Licensing: Must hold a minimum of a bachelor's degree in a related field from an accredited college or university. Related degrees are Behavioral Sciences, Community Development, Criminology/Criminal Justice, Education, Health Science, Human Development, Human Sciences, Human Services, Law, Political Science, Public Administration, Psychology, Sociology, Social Work.

2. Process/Policy Overview:

- a. Educational waivers are required for case manager and licensing applicants governed by FAC 65C-15.017(3) who do not hold a specified, related degree from an accredited college or university.
- b. The educational waiver process is guided by s. 120.542, F.S.
- c. The FCB does not have a role in the educational waiver process.
- d. Educational waivers are requested by the employer & approved by the Department.
- e. The FCB will recognize DCF granted educational waivers for employer-sponsored applicants.

3. Eligibility:

- a. Educational waivers are only granted to employer-sponsored applicants.
- b. The FCB will not approve independent applicants who do not meet credential degree requirements.

4. Educational Waiver Process:

- a. The employing agency must submit a formal Educational Waiver request to DCF. The CWAB has developed a template for the request, which will be maintained on the FCB website. Educational waiver requests must be submitted directly to DCF at the following address:

Gregory Venz, Agency Clerk
Department of Children and Families
Office of the General Counsel
1317 Winewood Blvd.
Building 2, Room 204
Tallahassee, FL 32399

- b. DCF will process the request for an educational waiver and remit official response to the requestor. A copy of the approval must be provided to FCB with the provisional certification application. The FCB will grant all DCF approved educational waivers.

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Petitioner: _____

Agency: _____

Applicant Name: _____

Position Title: _____

Date: _____

1) Variance Rule and Action Requested

Request for Waiver to to FAC 65C-15.017(3) as required by Florida Statute 120.542. FAC dictates "(3) Agency staff responsible for performing casework services shall have a bachelor's degree in social work or related area of study or a master's degree in social work or a related area of study from an accredited college or university."

Therefore an approval of a waiver to allow _____
to work in a position in which she must perform casework services with a bachelors that is not in social work or a related area of study from an accredited college or university is required.

2) Facts that would justify a waiver of variance for the petitioner (Please be sure to address the applicants Education, Work Experience, and applicable trainings (within the last 2 years) to support their success in this position):

3) The reason why the variance or the waiver requested would serve the purposes of the underlying statues:

4) Additional Comments:

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Signatures:

Requestor Signature: _____ Date: _____

Printed Name: _____

Applicant Signature: _____ Date: _____

Printed Name: _____

Human Resources Signature: _____ Date: _____

Printed Name: _____