



# Retiree Return-to-Work Critical Shortage Certification (Form 15CS)

07-AJRC  
rev. 07/24

HOW TO SUBMIT:	DROP OFF or MAIL IN	EMAIL	FAX
		8401 United Plaza Blvd, Ste 300 Baton Rouge LA 70809	web.master@trsl.org

A critical shortage is defined as any situation where there is a shortage of certified teachers in a certain subject area or a shortage of certified speech therapists, speech pathologists, audiologists, educational diagnosticians, school social workers, school counselors, school psychologists, interpreters, educational transliterators, or educators of the deaf or hard of hearing. La. R.S. 11:710 and La. R.S. 11:710.1 require employers to certify their critical shortage to TRSL. Employers are required to maintain proof of certification requirements, advertisements, notices, and applicant information.

## Section 1 — Retiree information

Name: Last, first, MI, suffix (Jr., III, etc.) Social Security number (###-##-####)

## Section 2 — Critical shortage certification — Select only one (*Online enrollment must be processed prior to submitting this certification.*)

Employer name Employer ID number

**Full-time or part-time positions as PreK-12 classroom teachers (must be directly employed if in 2020 RTW Group):**

- We certify that a shortage of certified teachers exists in the job title/subject area listed below.
- We certify that we posted with the career development office, or similar such entity, of every postsecondary education institution within a 120-mile radius of our governing authority at the beginning of each semester a general statement that we are soliciting applications for future employment of certified teachers.
- We certify that we are advertising monthly in the official journal of our governing authority that we are soliciting applications for future employment of certified teachers.
- We certify that we are prominently displaying a listing of positions that are unfilled or that are filled by reemployed retirees on the website of our governing authority and our website, if a separate website is maintained.
- 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).

Job title / Subject area	Duration of employment - MUST INCLUDE END DATE (mm/dd/yyyy)	
	From	to
Superintendent name	Superintendent signature	Date (mm/dd/yyyy)
	▶	
Personnel director name	Personnel director signature	Date (mm/dd/yyyy)
	▶	

**Full- or part-time speech therapists, speech pathologists, audiologists, educational diagnosticians, school social workers, school counselors, school psychologists, interpreters, educational transliterators, or educators of the deaf or hard of hearing (must be directly employed if in 2020 RTW Group):**

- We certify that a shortage of professionals exists in the job title/subject area listed below.
- We certify that we posted with the career development office, or similar such entity, of every postsecondary education institution within a 120-mile radius of our governing authority at the beginning of each semester a general statement that we are soliciting applications for future employment of certified teachers.
- We certify that we are advertising monthly in the official journal of our governing authority that we are soliciting applications for future employment of certified teachers.
- We certify that we are prominently displaying a listing of positions that are unfilled or that are filled by reemployed retirees on the website of our governing authority and our website, if a separate website is maintained.
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Job title / Subject area	Duration of employment - MUST INCLUDE END DATE (mm/dd/yyyy)	
	From	to
School board / Designee name	School board / Designee signature	
	▶	
School board / Designee title	Date (mm/dd/yyyy)	

**See Index 15.1 or 15.2 of the Employer Procedures Manual for detailed guidelines regarding retiree RTW provisions and requirements.**

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