



Michigan Department of Education Office of Special Education
December 2, 2020

Administrative Rule Waiver Application for School Social Worker (SSW) Requirement Under Rule 340.1799f

To address the SSW shortage, this waiver application is specific to seeking Michigan Department of Education (MDE) approval to fill a SSW position with a Master’s level social worker who enrolls in an approved SSW program, without having to complete the program before employment.

The *Individuals with Disabilities Education Act* (IDEA) indicates states can change their established standard, but they cannot waive any of the requirements on an emergency, temporary, or provisional basis. 34 CFR 300.156(2)(i).

Under section 380.1281(3) of the Revised School Code, the MDE may grant to a school district a waiver of an administrative rule when the district demonstrates it can meet the intent of the rule in a more effective, efficient, or economical manner or the waiver is necessary to stimulate improved pupil performance.

Process

Upon demonstrating the waiver conditions are met, the MDE may grant a one-year renewable waiver to allow a Master’s level social worker enrolled in an approved school social worker program in an institute of higher education (IHE), to fill the position of SSW.

A district may renew for one additional year and must complete a renewal application to demonstrate the waiver conditions continue to be met.

Applicant Information

Contact Information

Applicant District	District Code		
Address	City	State	Zip Code
Contact Person	Title		
Telephone	Email		

Waiver Request

Rationale

Explain how this waiver will allow the district to meet the intent of the rule in a more effective, efficient, or economical manner or why the waiver is necessary to stimulate improved pupil performance.



Conditions and Documentation

1. To ensure the district has attempted to fill the position of school social worker for a reasonable time, without success, the district must provide the evidence below:
 - a. A dated copy of the original posting, as well as any subsequent postings, for a school social worker.
 - b. Documentation indicating the number of qualified school social work candidates who applied for the position and reasons they were not selected.
2. To ensure the candidate meets the waiver requirements, the district must provide the evidence below:
 - a. Documentation, through a written assurance statement, the school social worker candidate is a Master's level, licensed social worker and enrolled in an approved SSW program through an IHE, or will be enrolled in an approved SSW program in the following semester. Please be sure to also include:
 - i. A copy of the candidate's transcript showing the issuance of a Master's degree,
 - ii. A copy of the candidate's current social work license, and
 - iii. A copy of a registration form, bill, or letter showing enrollment at an approved IHE.



Assurance Statement

The information in this application has been reviewed and is true to the best of our knowledge. We assure the purpose of the waiver as described in this application will be fulfilled, that it meets the criteria of the act, that it does not compromise equal opportunities for learning, and that this plan is not detrimental to the educational interests of pupils.

Superintendent/Designee Signature

Date

Submit Form

Mail, email, or fax this form to:

Michigan Department of Education

Office of Special Education

P.O. Box 30008

Lansing, MI 48909

Email: mde-ose@michigan.gov

Fax: 517-241-7141

Contact phone: 888-320-8384