





Substitute Teacher - Authorization and Licenses

Licenses/ Authorizations	Requirements	Daily Rate of Pay (4 hours = half-day)
		
One (1) Year Substitute Authorization <ul style="list-style-type: none"> • High School Diploma • Minimum age 22 years 	<ul style="list-style-type: none"> • To apply for a one (1) year substitute authorization: • Must be employed in a Jefferson County School as a para-professional or aide and may only substitute in that building (applicants need a letter from the school principal requesting the applicant be added to the substitute rolls) 	<ul style="list-style-type: none"> \$80.00 per full day \$40.00 per half-day \$90.00 per full day after 60 jobs \$45.00 per half-day after 60 jobs \$100.00 per full day after 90 jobs \$ 50.00 per half day after 90 jobs
		
Three (3) Year Substitute Authorization <ul style="list-style-type: none"> • College Degree 	<ul style="list-style-type: none"> • Applications for the Three (3) Year Authorization are obtained through the Colorado Department of Education (CDE). 	<ul style="list-style-type: none"> \$ 80.00 per full day \$ 40.00 per half-day \$ 90.00 per full day after 60 jobs \$ 45.00 per half-day after 60 jobs \$100.00 per full day after 90 jobs \$ 50.00 per half day after 90 jobs
		
Five (5) Year Authorization +Licensed Teachers	<ul style="list-style-type: none"> • Valid certificate or license from another state • A standard Colorado certificate or license (may be expired or retired) 	<ul style="list-style-type: none"> \$ 95.00 per full day \$ 50.00 per half-day \$105.00 per full day after 60 jobs \$ 52.50 per half-day after 60 jobs \$115.00 per full day after 90 jobs \$ 57.50 per half-day after 90 jobs
		
Long Term Assignments +Licensed Teachers	A Long term assignment is defined as one that will be greater than 20 consecutive working days in duration	\$120.00 per full day worked \$ 60.00 per half-day worked