

September 27, 2005

Mr. Michael Cummings

Re: In the Matter of the Appeal of Michael Cummings for Certification  
Docket No. 0506-134

Dear Mr. Cummings:

At its meeting of September 22, 2005, the State Board of Examiners reviewed the packet of information that you had provided in support of your application for certification. Although you captioned it an "appeal of an adverse certification decision," quoting *N.J.A.C. 6A:9-17.17*, the Board noted that in fact you are seeking a credentials review pursuant to *N.J.A.C. 6A:9-17.13*, as you are seeking to substitute alternate education and/or experience for the coursework that you lack.

After review of your submission, the Board concluded that it could not consider it an appeal, since you were actually requesting a credentials review. Further, it could not deem your submission to be an application pursuant to *N.J.A.C. 6A:9-17.13* because you failed to comply with the procedures set forth in that regulation. *N.J.A.C. 6A:9-17.13* requires that the application for review and the packet of documentation be in the form approved by the Secretary of the State Board of Examiners. Your application did not meet that requirement. If the application and supporting documentation are not in the proper format, the Board is unable to determine if the alternate education and/or experience is the equivalent of the missing credentials. For your information, I am attaching herewith the regulations that govern credentials reviews.

Accordingly, the State Board of Examiners voted to dismiss your appeal. In addition, it suggested that you file your case as a credentials review pursuant to *N.J.A.C. 6A:9-17.13*. Kindly contact Peggy Smith at [peggy.smith@doe.state.nj.us](mailto:peggy.smith@doe.state.nj.us), and she will provide guidance for submitting an application for a credentials review. Once your

application is submitted to the State Board of Examiners in the proper format, it will be able to review your case.

Sincerely,

Robert R. Higgins, Acting Secretary  
State Board of Examiners

RRH/AGL/cummingsmichael-deney appeal

Encl.

Date of mailing:

By certified and regular mail

This matter may be appealed to the Commissioner of Education pursuant to *N.J.A.C.* 6A-3.