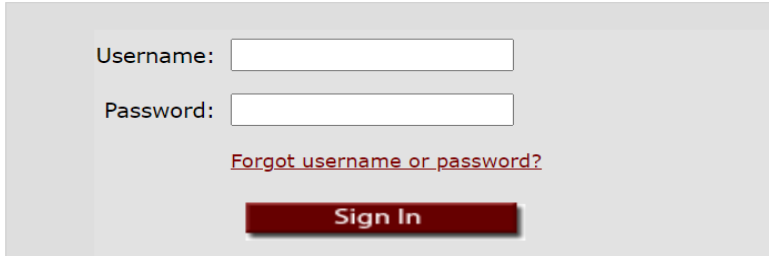


Finding a Teacher in In-Field by Certification ID



Step 1: Access www.gapsc.org

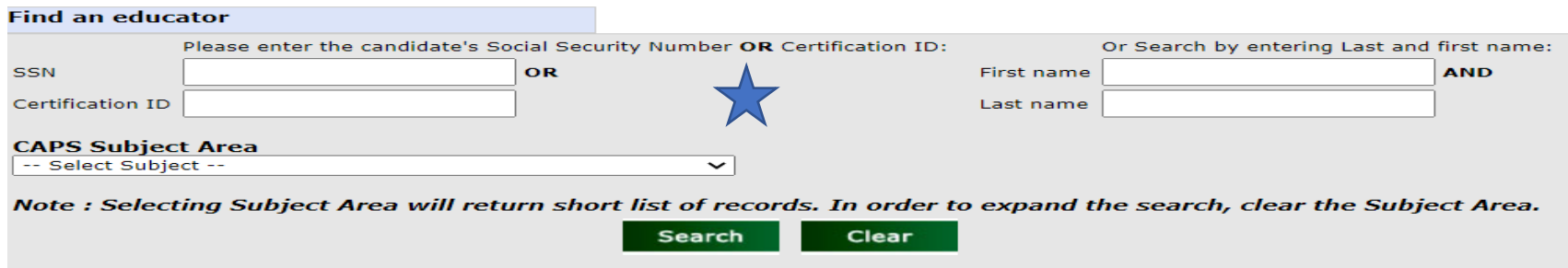


Type in your Username and Password to sign in

Step 2: Select In-field.net



Step 3: Place the teacher's certification number, or first and last name in the search boxes. Then click search



Find an educator

Please enter the candidate's Social Security Number **OR** Certification ID: Or Search by entering Last and first name:


SSN **OR** First name **AND**

Certification ID Last name

CAPS Subject Area
-- Select Subject --

Note : Selecting Subject Area will return short list of records. In order to expand the search, clear the Subject Area.

Step 4: Click on the SSN of the teacher to review the teacher's information

SSN	Cert ID	Primary Teacher	In Field Course	Grade Range	Students	Content Status	Service Status	EIP	ESOL	Gifted	AP	IB	SPED	GA
		↑	Social Studies/Grade 4 - (45.00500)	4	7	In-Field	Out-of-Field							7
			Language Arts/Grade 4 - (23.00500)	4	7	In-Field	Out-of-Field							7