

**FEDERAL EDUCATION ASSOCIATION  
TIPS FOR THE EXCESS PLACEMENT PROGRAM**

The excess placement program this year is a special program. It is not based on past transfer programs. For example, transfer groups (A+, A, B, etc.) will not be used. Excessed educators need to familiarize themselves with this year's program so that they will have the information they need to accurately complete the application process. We strongly encourage you to read all the excess program information posted on the FEA website ([feaonline.org](http://feaonline.org))

The program is divided into five phases:

1. VSIP/VERA – any eligible excessed educator who applies for and accepts VERA/VSIP will not receive placement consideration. Excess employees who decline a VERA/VSIP offer will be included in the district/area/worldwide placement phases described below.

Round One: District, Area, and Worldwide Programs:

2. DISTRICT PROGRAM - All excess educators, excluding those who accept VERA/VSIP, will be included in the district placement program regardless of whether or not they wish to remain in their current district. Educators will be divided into two groups with each group ranked in Service Comp Date (SCD) order. The first group will include employees who desire to remain in their current district. The second group will include employees who do not wish to remain in their current district. The first group will receive the higher consideration in the district placement program.
3. AREA PROGRAM - Excessed educators who cannot be placed in the district program will next be considered in the area level program. Again, educators will be divided into two groups; those educators who desire area placement and those who do not. All educators who desire area placement will be considered first in SCD order followed by those educators who do not want area placement, in SCD order.
4. WORLDWIDE PROGRAM - All remaining excessed educators who cannot be placed in the district or area placement phases will move to the worldwide placement program. In this phase, all educators will be placed in one group in SCD order.
5. ROUND TWO - Excessed educators who cannot be placed in any of the above phases will be considered for NTE slots.

## **EXCESSED EMPLOYEE CONSIDERATION PROCEDURES**

**All excess employees will first receive district consideration for their location and category preferences. If they cannot be placed in these preferences, they will be considered district-wide for all vacancies (including those created by VSIP offers). Educators wishing to remain in the district will also be considered for positions occupied by employees on NTE appointments. If an educator cannot be placed in any vacancy district-wide, they will move on to the area program.**

**The same procedures will be used in the area program. If an educator cannot be placed in the area program, he/she will move to the worldwide program. All employees in the worldwide placement program will be placed into one group in SCD order. Educators will first be considered for their location/category preferences using true vacancies and vacancies created by VERA/VSIP offers. If they cannot be placed in their preferences, they will then receive consideration for all worldwide vacancies (including VERA/VSIP vacancies).**

## **ONLINE EXCESS PLACEMENT PROGRAM APPLICATION**

The online application is open only to excessed educators. Below are a few things to note about the application:

1. At the beginning of the application process, you will be asked if you are excessed. Anyone who answers “no” cannot continue to the next page of the application. (Non-excessed educators whose spouse is excessed cannot apply.)
2. You must next answer if you wish to remain in your current district, current area, or if you wish to be considered for positions in Virtual Schools. Remember, even if you indicate that you do not wish to remain in your current district or area, you will still receive district/area consideration but only after those excessed educators who wish to stay in the district receive consideration. For Pacific educators, “area” is defined as the entire Pacific (Japan, Okinawa and Korea) for Europe educators “area” is defined as all of Europe except Bahrain and Cuba.
3. Please note that part “G” of the application defaults to “Group C (Excess)”. Because the other transfer groups are not used this year, the application will not allow an educator to change to another group. Everyone using the application will be in Group C, no exceptions.
4. Part “4” of the application allows educators to choose desired locations in their preference order. Please be aware that the “Available Locations” drop down box includes individual schools, districts, countries and DDESS locations. Some schools in

the Pacific are hard to find on the drop down list because they are listed under their full name. Here is a list to help you identify these schools:

Arnn, John  
Bechtel, William  
Byrd, Robert  
Darby, Jack  
Earhart, Amelia  
Edgren, Robert  
Killin, Edward  
King, Ernest  
Kinnick, Nile  
Lanham, Shirley  
Mendel, Joan  
Perry, Matthew

5. There is no limit to the number of locations an excessed educator may select. Just be sure to list all your locations in order of preference.
6. Educators cannot be transferred to a DDESS location or to Bahrain unless these locations are specifically listed on their application.
7. Although you may indicate you do not wish to remain in your district and/or area, you will receive consideration for all locations in the district/area. Therefore, if you have any district/area preferences, you may wish to include them on your application.
8. Although you may wish to be placed in the district or area, there may not be an opening for you. In this case, you will receive worldwide consideration. You should consider adding worldwide preferences to your application to cover this possibility.
9. The application must be completed no later than 5 p.m. EDT March 22. You cannot amend an existing application after that time.
10. We strongly advise you to print a copy of your application and keep it in a safe place.

## RECONSIDERATION

Excess employees who are placed in a vacancy created by VERA/VSIP approval cannot receive reconsideration unless the vacancy can be used by an unplaced excessed employee.

Reconsideration will be given to excessed employees who requested area placement but were placed worldwide. Reconsideration will also be given to employees who requested worldwide consideration but were placed in a location that was not a preference.

Reconsideration is granted for locations within the employee's current area where this is fiscally prudent and will be given until June 1, 2013. If no new vacancy can be found, the original assignment will stand.

#### FEA VERIFICATION SERVICE

FEA will once again offer this service to all FEA members. This year we will offer verification for both your VERA/VSIP application and your excess placement application.

If you applied for VERA/VSIP and would like us to verify that your name is on the list, please send an email to [FEADMIN@nea.org](mailto:FEADMIN@nea.org) requesting verification. The deadline for verification is March 22, 2013.

If you are an excessed educator and would like us to verify that your application has been included in the excess placement programs, please email a copy of your FINAL application to [FEADMIN@nea.org](mailto:FEADMIN@nea.org) or fax it to 202-822-7867. Applications must be received no later than April 3, 2013.

If you have any questions, please contact Connie Shanaghan at [FEADMIN@nea.org](mailto:FEADMIN@nea.org).