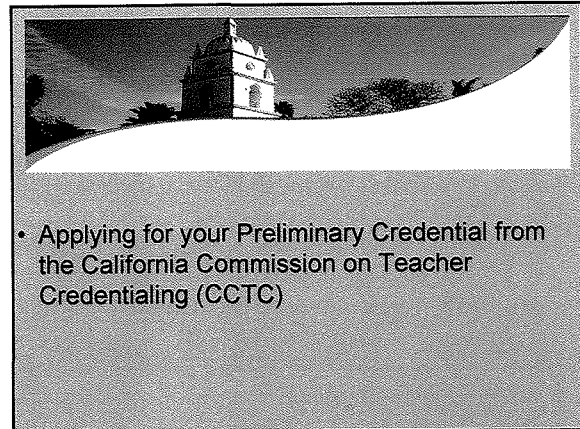
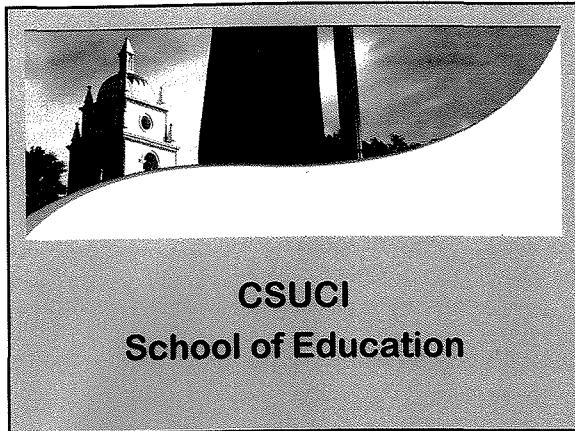




PROGRAM COMPLETION



ON LINE PROCESS



- Your credential application will be processed using the California Commission on Teacher Credentialing online processing system. This process requires that you have a valid e-mail address and a credit or debit card for payment.

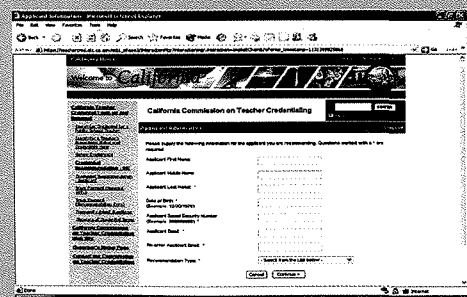


APPLICATION PROCESS

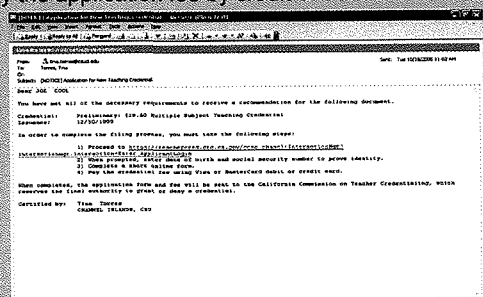
- Complete the Credential Request Form and submit to the Credential Office with all required items
- Credential Analyst will verify information, confirm eligibility and recommend for the credential using the online processing system.

This process will not take place until final grades are posted !!

- The online system is a two-step process. The university enters the data into the CCTC website.



Once the applicant information is entered into the system an email is sent to the applicant requesting that he/she complete the credential application and pay the application fee by credit or debit card.



California Teacher Credentialing System

California Commission on Teacher Credentialing

Credential Recommendation Applicant

You must register with a credential recommendation in order to use this application. Please note that only Visa or MasterCard debit or credit card payments are accepted online. If you have an international address, you may not complete your credential application online at this time.

Apply and Log In

Social Security Number:

Date of Birth:

California Teacher Credentialing System

California Commission on Teacher Credentialing

Applicant Personal Information

Please provide the information requested in support of your credential application. Questions marked with an * are required.

Applicant's Name:

Selected Credentials:

Applicant's Mailing Address:

Address Line 1:

Address Line 2:

City:

State:

ZIP Code:

Home Phone:

Work Phone:

From: shirley7@att.net
To: shirley7@att.net
Subject: [NOTICE] Application for New Teaching Credential

Hi Allyson Dee Tapie:

is e-mail verifies that you have met all of the necessary academic requirements for:

Preliminary \$29.50 Multiple Subject Teaching Credential

Issued: Thu Jan 19 19:22:40 EST 2006

Issued by: CHANNEL ISLANDS, CSO

Once the issuance of your credential, the Commission on Teacher Credentialing will still complete a professional fitness review. Once your credential is issued it will be sent to your recommending college or university.

is payment confirmation number is 4115784089151339.

is number confirms that your application for new credentials has been forwarded to the Commission on Teacher Credentialing.

view the status of your payment, please visit Track Payment on the California Teacher Credential Application Status: http://csochc.ccsd.ca.gov/ccte/phase3/applicant_payment_detail.asp?credentialNumber=4115784089151339

can keep this e-mail for your records.

From: shirley7@att.net
To: shirley7@att.net
Subject: [NOTICE] Application for New Teaching Credential

Hi Allyson Dee Tapie:

The California Commission on Teacher Credentialing on 01-26-2006 issued you the following document:

Preliminary Multiple Subject Teaching Credential Document Number: 060015594

Expiration Date: 01-31-11

Authorizations: General Subjects (Examination) Recommending Institution: CHANNEL ISLANDS, CSO

This document can be viewed on the following link in 48 hours:

http://csochc.ccsd.ca.gov/ccte/phase3/applicant_payment_detail.asp?credentialNumber=4115784089151339

Please do not respond to this email, it is for notification purposes only.


APPLICATION FEE

- The credential application fee is \$57.00
- With Certificate of Clearance credit \$29.50



SUPPLEMENTARY AND SUBJECT MATTER AUTHORIZATIONS

- Supplementary and subject matter authorizations are subjects added to Multiple Subject credential.
- This allows you to teach departmentalized classes related to the authorization in grades 9 and below
- Supplementary authorization not NCLB compliant



AUTHORIZATION REQUIREMENTS



Supplementary Authorization

- 20 lower and upper-division semester units or 10 upper-division semester units in the subject

Subject Matter Authorization (NCLB)

- Degree major or 32 semester units in the subject.



APPLYING FOR AN AUTHORIZATION

- Upon request, an evaluation of your transcripts will be conducted by the Senior Credential Analyst, who will determine if you qualify for the authorization.
- If it is determined that you qualify the Commission will issue the authorization

Add-on Authorization

- Allows you to teach departmentalized classes related to the authorization in grades 6 – 12
- Verify specialty are subject matter competence
- Complete a course in methodology directly related to teaching in a departmental setting
- Submit a completed application packet and processing fee directly to CTC.



- Application will not be submitted online until final grades are posted
- Request will be processed in the order they are received. Depending upon volume, it may take several weeks before your file is processed.
- We will **not be** issuing C-19 credential verification letters.

The Assumption Program of Loans for Education (APLE)



The California Student Aid Commission administers the APLE Program. The APLE is a competitive teacher incentive program designed to encourage outstanding students to become teachers in the following areas:

- Math
- Science
- Special Education
- Designated Low Income Schools
- Schools Serving Rural Areas
- Low Performing Schools

To Apply go to www.csac.ca.gov

For Information <http://education.csuci.edu/APLE.htm>

CONTACT INFORMATION

For questions regarding the status of your Multiple Subject credential request or questions about your file, contact:

Christina Canchola (Last Name A-M)

437-8523

Christina.Canchola@csuci.edu

Or

Tina Torres (Last Name N-Z)

437-8573

Tina.Torres@csuci.edu



CSU Channel Islands School of Education
Multiple Subject Teaching Credential
Credential Exit Check

Name: _____ ID# _____

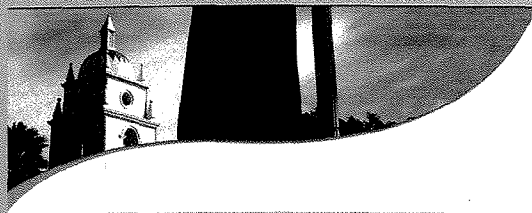
Acceptance Date: _____ Program: _____ Term: _____

Multiple Subject Credential			
Prerequisite Courses (16 – 20 units)			
Course	Units	Term Completed	Grade
ENGL 475 Language and Social Context	3		
EDUC 512 Equity, Diversity and Foundations of Schooling	3		
EDUC 510 Learning Theory and Development Applied in Multicultural Education Contexts	3		
SPED 345 Individuals with Disabilities	3		
EDUC 520 Observing and Guiding Behavior in Multilingual/Multicultural and Inclusive Classrooms	3		
EDUC 521 Field Experience	1		
For Bilingual, Crosscultural, Language, and Academic Development (BCLAD) add:			
EDUC 445 The Chicano Child and Adolescent	4		
Program Maintenance Requirements As a condition of remaining in the program, students must maintain a grade point average of 3.0 (B) or better, with no course grades lower than a C+.			
Required Courses for Teaching Credential (36 – 42 units)			
EDMS 522 Literacy 1: Multicultural/Multilingual	4		
EDMS 523 Literacy 2: Multicultural/Multilingual	3		
EDMS 526 Modern Methods in Mathematics Teaching	4		
EDMS 527 History, Social Studies and Integrated Arts	4		
EDMS 529 Science, Health & Physical Education	4		
EDMS 565 Initial Student Teaching Multiple Subject	7		
EDMS 566 Initial Student Teaching Seminar Multiple Subject	1		
EDMS 575 Advanced Student Teaching Multiple Subject	7		
EDMS 576 Advanced Student Teaching Seminar Multiple Subject	2		
EDMS 562 (<i>Part-time program only</i>)	2-6		
For BCLAD add:			
EDML 563 Primary Language Pedagogy and Literacy 1	2		
EDML 564 Primary Language Pedagogy and Literacy 2	2		
Additional Requirements		Date Completed	Score
RICA Exam			
CPR			
Exit Survey			
PACT			
LOTE III Exam (<i>BCLAD Only</i>)			

Notes: _____

Credential Analyst

Date



SINGLE SUBJECT CREDENTIAL PROGRAM



- You are done with your credential program and you are now ready to apply for your Preliminary Credential from the California Commission on Teacher Credentialing (CCTC)

Preliminary Credential

- Valid for 5 years from the date of issuance
- Must complete 2 years of induction to receive Professional Clear Credential



ON LINE PROCESS

- All institutions of higher education, whose teacher education program has been approved by the Commission, are required to electronically submit credential applications to the Commission.

APPLICATION PROCESS

- The on line recommendation is a two-step process, the university enters the data into to CCTC website, necessary to recommend for a credential.
- This process requires that all applicants have a valid email address and a credit or debit card
 - No AOL email accounts

California Commission on Teacher Credentialing

Apply with Recommendation

Please supply the following information for the applicant you are recommending. Questions marked with a * are required.

Applicant First Name:

Applicant Middle Name:

Applicant Last Name:

Date of Birth: (Example: 12/24/1970)

Applicant Social Security Number: (Example: 000000000)

Applicant Email:

Re-refer Applicant Email:

Recommendation Type:

Cancel Continue

APPLICATION PROCESS

- Once the information is entered into the system an email is sent to the applicant requesting that he or she complete the credential application and pay the application fee by credit or debit card.

CR: New [Post] [Print] [Tools] [Actions] [Help]

Back: [Back] [Forward] [Home] [Search] [Favorites] [History] [Print] [Tools] [Actions] [Help]

URL: https://teachercred.ccs.ca.gov/phase3/interact/interact.htm?interact=interact_application

From: joe.cool@ccs.ca.gov [mailto:joe.cool@ccs.ca.gov] Sent: Tue 12/10/2008 11:02 AM

To: joe.cool@ccs.ca.gov

Subject: [NOTICE] Application for New Teaching Credential

Hi Joe,

I have met all of the necessary requirements to receive a recommendation for the following document:

Document: Preliminary: \$29.50 Multiple Subject Teaching Credential
 Issued: 12/30/1999

order to complete the filing process, you must take the following steps:

- 1) Proceed to https://teachercred.ccs.ca.gov/phase3/interact/interact_application?interact=interact_application
- 2) When prompted, please enter date of birth and social security number to prove identity.
- 3) Complete a short online form.
- 4) Pay the credential fee using Visa or MasterCard debit or credit card.

When completed, the application form and fee will be sent to the California Commission on Teacher Credentialing, which serves the final authority to grant or deny a credential.

Sincerely,
 Tina Torres
 CHANNEL ISLANDS, CSU

CR: New [Post] [Print] [Tools] [Actions] [Help]

Back: [Back] [Forward] [Home] [Search] [Favorites] [History] [Print] [Tools] [Actions] [Help]

URL: https://teachercred.ccs.ca.gov/phase3/interact/interact.htm?interact=interact_application

From: joe.cool@ccs.ca.gov [mailto:joe.cool@ccs.ca.gov] Sent: Tue 12/10/2008 11:02 AM

To: joe.cool@ccs.ca.gov

Subject: [NOTICE] Application for New Teaching Credential

Hi Joe,

I have met all of the necessary requirements to receive a recommendation for the following document:

Document: Preliminary: \$29.50 Multiple Subject Teaching Credential
 Issued: 12/30/1999

order to complete the filing process, you must take the following steps:

- 1) Proceed to https://teachercred.ccs.ca.gov/phase3/interact/interact_application?interact=interact_application
- 2) When prompted, please enter date of birth and social security number to prove identity.
- 3) Complete a short online form.
- 4) Pay the credential fee using Visa or MasterCard debit or credit card.

When completed, the application form and fee will be sent to the California Commission on Teacher Credentialing, which serves the final authority to grant or deny a credential.

Sincerely,
 Tina Torres
 CHANNEL ISLANDS, CSU

CR: New [Post] [Print] [Tools] [Actions] [Help]

Back: [Back] [Forward] [Home] [Search] [Favorites] [History] [Print] [Tools] [Actions] [Help]

URL: https://teachercred.ccs.ca.gov/phase3/interact/interact.htm?interact=interact_application

From: joe.cool@ccs.ca.gov [mailto:joe.cool@ccs.ca.gov] Sent: Tue 12/10/2008 11:02 AM

To: joe.cool@ccs.ca.gov

Subject: [NOTICE] Application for New Teaching Credential

Hi Joe,

I have met all of the necessary requirements to receive a recommendation for the following document:

Document: Preliminary: \$29.50 Multiple Subject Teaching Credential
 Issued: 12/30/1999

order to complete the filing process, you must take the following steps:

- 1) Proceed to https://teachercred.ccs.ca.gov/phase3/interact/interact_application?interact=interact_application
- 2) When prompted, please enter date of birth and social security number to prove identity.
- 3) Complete a short online form.
- 4) Pay the credential fee using Visa or MasterCard debit or credit card.

When completed, the application form and fee will be sent to the California Commission on Teacher Credentialing, which serves the final authority to grant or deny a credential.

Sincerely,
 Tina Torres
 CHANNEL ISLANDS, CSU

CR: New [Post] [Print] [Tools] [Actions] [Help]

Back: [Back] [Forward] [Home] [Search] [Favorites] [History] [Print] [Tools] [Actions] [Help]

URL: https://teachercred.ccs.ca.gov/phase3/interact/interact.htm?interact=interact_application

From: joe.cool@ccs.ca.gov [mailto:joe.cool@ccs.ca.gov] Sent: Tue 12/10/2008 11:02 AM

To: joe.cool@ccs.ca.gov

Subject: [NOTICE] Application for New Teaching Credential

Hi Joe,

I have met all of the necessary requirements to receive a recommendation for the following document:

Document: Preliminary: \$29.50 Multiple Subject Teaching Credential
 Issued: 12/30/1999

order to complete the filing process, you must take the following steps:

- 1) Proceed to https://teachercred.ccs.ca.gov/phase3/interact/interact_application?interact=interact_application
- 2) When prompted, please enter date of birth and social security number to prove identity.
- 3) Complete a short online form.
- 4) Pay the credential fee using Visa or MasterCard debit or credit card.

When completed, the application form and fee will be sent to the California Commission on Teacher Credentialing, which serves the final authority to grant or deny a credential.

Sincerely,
 Tina Torres
 CHANNEL ISLANDS, CSU

CR: New [Post] [Print] [Tools] [Actions] [Help]

Back: [Back] [Forward] [Home] [Search] [Favorites] [History] [Print] [Tools] [Actions] [Help]

URL: https://teachercred.ccs.ca.gov/phase3/interact/interact.htm?interact=interact_application

From: joe.cool@ccs.ca.gov [mailto:joe.cool@ccs.ca.gov] Sent: Tue 12/10/2008 11:02 AM

To: joe.cool@ccs.ca.gov

Subject: [NOTICE] Application for New Teaching Credential

Hi Joe,

I have met all of the necessary requirements to receive a recommendation for the following document:

Document: Preliminary: \$29.50 Multiple Subject Teaching Credential
 Issued: 12/30/1999

order to complete the filing process, you must take the following steps:

- 1) Proceed to https://teachercred.ccs.ca.gov/phase3/interact/interact_application?interact=interact_application
- 2) When prompted, please enter date of birth and social security number to prove identity.
- 3) Complete a short online form.
- 4) Pay the credential fee using Visa or MasterCard debit or credit card.

When completed, the application form and fee will be sent to the California Commission on Teacher Credentialing, which serves the final authority to grant or deny a credential.

Sincerely,
 Tina Torres
 CHANNEL ISLANDS, CSU

C-19 (Recommendation Letter)

DOCUMENTS NEEDED



- Applicant Information Form
- Transcripts (if applicable)
- Exam Scores
- CPR (infant, child and adult)

APPLICATION FEE

- The credential application fee is \$57.00
- With Certificate of Clearance credit \$29.50
- Payable online by credit or debit card



TIME LINES

- All applications will be submitted online once final grades are posted
- You will have 30 days to respond to the CCTC email and pay for your credential
- You will receive your Credential document within 30 days

The Assumption Program of Loans for Education (APLE)



The California Student Aid Commission administers the APLE Program. The APLE is a competitive teacher incentive program designed to encourage outstanding students to become teachers in the following areas:

- Math
- Science
- Special Education
- Designated Low Income Schools
- Schools Serving Rural Areas
- Low Performing Schools

To Apply go to www.csac.ca.gov

For Information <http://education.csuci.edu/APLE.htm>



CSU Channel Islands School of Education
Single Subject Teaching Credential
Credential Exit Check

Name: _____ ID# _____

Acceptance Date: _____ Program: _____ Term: _____

Single Subject Credential

Prerequisite Courses (16 units)

Course	Units	Term Completed	Grade
ENGL 475 Language and Social Context	3		
EDUC 512 Equity, Diversity and Foundations of Schooling	3		
SPED 345 Individuals with Disabilities	3		
EDUC 520 Observing and Guiding Behavior in Multilingual/Multicultural and Inclusive Classrooms	3		
EDUC 521 Field Experience	1		
EDSS 515 Adolescent Development for Secondary Education	3		

Program Maintenance Requirements

As a condition of remaining in the program, students must maintain a grade point average of 3.0 (B) or better, with no course grades lower than a C+.

Required Courses for Teaching Credential (30 -34 units)

EDSS 530 General Secondary School Methods	3		
EDSS 550 Access to Learning: English Language Learners	2		
EDSS 560 Access to Learning: Special Needs Learners	2		
EDSS 570 Field Experience Middle School (<i>Part-Time Program Only</i>)	1-4		
EDSS 571 Student Teaching Seminar Middle School	2		
EDSS 575 Student Teaching Middle School	6		
EDSS 580 Field Experience High School (<i>Part-Time Program Only</i>)	1-4		
EDSS 581 Student Teaching Seminar High School	2		
EDSS 585 Student Teaching High School	6		

Single Subject Credential in Mathematics (7 units)

EDSS 531 Teaching Mathematics in Middle Schools	3		
EDSS 541 Teaching Mathematics in High Schools	4		

Single Subject Credential in Science (7 units)

EDSS 532 Teaching Science in Middle Schools	3		
EDSS 542 Teaching Science in High Schools	4		

Single Subject Credential in English (7 units)

EDSS 533 Teaching English in Middle Schools	3		
EDSS 543 Teaching English in High Schools	4		

Single Subject Credential in History/Social Studies (7 units)

EDSS 534 Teaching Social Studies in Middle Schools	3		
EDSS 544 Teaching Social Studies in High Schools	4		


Additional Requirements

	Date Completed	Score
CPR		
Exit Survey		
PACT		


Notes: _____

Credential Analyst


Date



EDUCATION SPECIALIST CREDENTIAL PROGRAM



- You have meet the requirements for the Preliminary Level I Education Specialist Credential.
- You will receive a Certificate of Eligibility
- Apply for your preliminary credential upon verification of employment




- The Certificate of Eligibility verifies your status as a prospective education specialist and authorizes you to seek employment
- Your certificate does not have an expiration date, and you need not complete any additional requirements to maintain it indefinitely

Preliminary Credential

- Valid from the date of your initial employment
- You can apply for your preliminary credential upon securing employment as an education specialist in a public school
- Submit the Verification of Employment as an Education Specialist form (CL-777.1)


NEW ON LINE PROCESS

- Effective immediately all institutions of higher education, whose teacher education program has been approved by the Commission, are required to electronically submit credential applications to the Commission.



APPLICATION PROCESS

- The on line recommendation is a two-step process, the university enters the data into to CCTC website, necessary to recommend for a credential.
- This process requires that all applicants have a valid email address and a credit or debit card
(no AOL accounts)



California Commission on Teacher Credentialing

Applicant Personal Information

Please supply the following information for the applicant you are recommending. Questions marked with a * are required.

Applicant First Name:

Applicant Middle Name:

Applicant Last Name:

Date of Birth: (Example: 12/01/1970)

Applicant Social Security Number: (Example: 999-99-9999)

Applicant Email:

Re-enter Applicant Email:

Recommendation Type: (Select from the List below)

APPLICATION PROCESS

- Once the information is entered into the system an email is sent to the applicant requesting that he or she complete the credential application and pay the application fee by credit or debit card.



NOTICE: Application for New Teaching Credential

Joe Cool

You have met all of the necessary requirements to receive a recommendation for the following document:

credential: Preliminary: 229.50 Multiple Subject Teaching Credential
 expires: 12/30/2005

order to complete the filing process, you must take the following steps:

- 1) Proceed to <http://caopchared.ccsd.ca.gov/cccc.php92/interaction.asp>
- 2) When prompted, enter date of birth and social security number to prove identity.
- 3) Complete a short online form.
- 4) Pay the credential fee using Visa or MasterCard debit or credit card.

As completed, the application form and fee will be sent to the California Commission on Teacher Credentialing, which serves the final authority to grant or deny a credential.

Notified by: Tina Torres
 CHANNEL ISLANDS, CSU

California Commission on Teacher Credentialing

Applicant Personal Information

Please supply the following information for the applicant you are recommending. Questions marked with a * are required.

Applicant First Name:

Applicant Middle Name:

Applicant Last Name:

Date of Birth: (Example: 12/01/1970)

Applicant Social Security Number: (Example: 999-99-9999)

Applicant Email:

Re-enter Applicant Email:

Recommendation Type: (Select from the List below)

California Commission on Teacher Credentialing

Applicant Personal Information

Please supply the information requested in support of your credential application. Questions marked with a * are required.

Applicant's Name: JOE COOL

Selected Credentials: Preliminary Certificate of Competence

Applicant's Working Address:

Address Line 1:

Address Line 2:

City:

State: (Select from the List below)

ZIP Code: (Example: 99999-9999)

Home Phone:

Work Phone:

NOTICE: Application for New Teaching Credential

Joe Cool

You have met all of the necessary academic requirements for:

credential(s): Certificate of Eligibility Certificate of Clearance

expires: Feb Nov 04 17:10:47 EST 2005

recommended by: CHANNEL ISLANDS, CSU

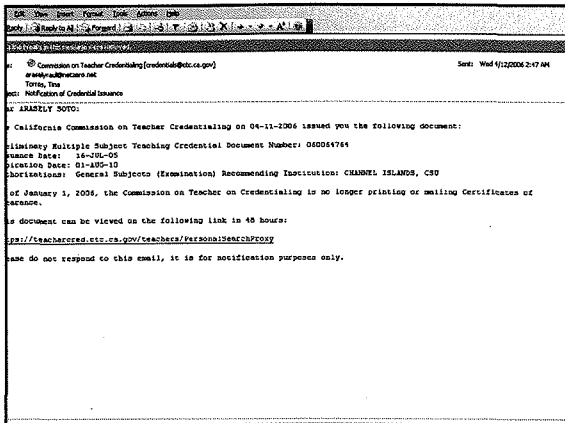
Once the issuance of your credential, the Commission on Teacher Credentialing must still complete a professional fitness review. Once your credential is issued it will be sent to your recommending college or university.

If payment confirmation number is 413528589393514.

To confirm that your application for new credentials has been forwarded to the Commission on Teacher Credentialing.

View the status of your payment, please visit: TrackPayment.ca.gov/cccc.php92/trackdetail.asp?trackdetail=413528589393514

Please keep this e-mail for your records.



Schedule Appointment



- Call our office 437-8953 to schedule an exit review appointment with an Analyst

FEE

- The credential application fee is \$57.00 payable online by credit or debit card
- If you have a Certificate of Clearance credit available, your fee will be \$29.50



TIME LINES

- All applications will be submitted online once grades are posted
- You will have 30 days to respond to the CCTC email and pay for your credential
- If you have not secured employment we will hold your application for 60 days.

Clearing Your Credential

- Five years from the issuance date of your Preliminary Credential
- Complete a Professional Clear Level II Credential Program.
- Two years of successful experience in a public school while holding the Preliminary Level I Education Specialist Credential

Level II Program @ CSUCI

- CBEST verification
- Copy of Preliminary Level I Credential
- Cumulative GPA of 3.0 in post baccalaureate or graduate work
- Two letters of recommendation
- Writing sample
- Verification of employment (CL-777.1)

Additional Requirements for Level II

Health Education

- A health education course including, but not limited to, nutrition; the physiological and sociological effects of alcohol, narcotic, and drug abuse; and the use of tobacco. This requirement must include verification of CPR training for adults, infants, and children.
- **CSUCI course:** HLTH 322 "Health Issues in Education" (2 units)

Additional Requirements for Level II

Technology in Education

- A computer education course including instruction in general and specialized skills in the use of computers in educational settings.
- Currently no course is available at CSUCI

The Assumption Program of Loans for Education (APLE)



The California Student Aid Commission administers the APLE Program. The APLE is a competitive teacher incentive program designed to encourage outstanding students to become teachers in the following areas:

- Math
- Science
- Special Education
- Designated Low Income Schools
- Schools Serving Rural Areas
- Low Performing Schools

To Apply go to www.csac.ca.gov

For Information <http://education.csuci.edu/APLE.htm>



CSU Channel Islands School of Education
Education Specialist Level I Teaching Credential
Credential Exit Check

Name: _____ ID# _____

Acceptance Date: _____ Term: _____

Education Specialist Level I Credential

Prerequisite Courses (19 units)

Course	Units	Term Completed	Grade
ENGL 475 Language and Social Context	3		
EDUC 510 Learning Theory and Development	3		
EDUC 512 Equity, Diversity and Foundations of Schooling	3		
SPED 345 Individuals with Disabilities	3		
EDUC 520 Observing and Guiding Behavior in Multilingual/Multicultural and Inclusive Classrooms	3		
EDUC 521 Field Experience	1		

Program Maintenance Requirements

As a condition of remaining in the program, students must maintain a grade point average of 3.0 (B) or better, with no course grades lower than a C+.

Required Courses for Teaching Credential

EDMS 522 Literacy 1: Multicultural/Multilingual	3		
EDMS 526 Modern Methods in Mathematics Teaching	3		
SPED 541 Foundations of Special Education	2		
SPED 544 Inclusionary Teaching Methods	2		
SPED 546 Consultation and Communication with Families and Professionals	3		
SPED 570 Student Teaching in Special Education I	3		
SPED 571 Student Teaching Seminar	1		
EDSS 540 Literacy in Secondary Schools	3		
SPED 542 Managing Learning Environments	3		
SPED 543 Educating Diverse Learners with Mild to Moderate Disabilities	3		
SPED 545 Assessment of Students with Disabilities	3		
SPED 580 Student Teaching in Special Education II	8		
SPED 581 Student Teaching Seminar	1		

Intern Option

SPED 585 Intern Field Support and Seminar (3-12 units)			
--------------------------------------------------------	--	--	--

Additional Requirements	Date Completed	Score
RICA Exam		
Exit Survey		

Advising Notes: _____

Credential Analyst

Date



California State University
Channel Islands
Education Specialist Level II

Program Exit Check Form

Name: _____ ID# _____

Acceptance Date: _____ Term: _____

Education Specialist Level II (15- 17 units)

		Units	Grade	Term	Comments
SPED 640 Induction Planning and Support	1				
SPED 641 Advanced Perspectives in Special Education	3				
SPED 642 Advanced Behavior and Environmental Supports	3				
SPED 643 Advanced Assessment and Instructional Practices for Diverse Learners	3				
SPED 646 Advanced Collaborative Partnerships and Effective Communication in School Settings	3				
SPED 647 Transition and Career Education	1				
SPED 649 Induction Evaluation	1				

Additional Requirements

		Institution	Units	Grade	Term	Comments
EDUC 661 Advanced Teaching with Technology	3					
HLTH 322 Health Issues in Education	2					

	Date Completed
CPR	

Advising Notes:

Tina Torres, Credential Analyst II

Date

CREDENTIAL REQUEST PROCESS

Your credential application will be processed using the California Commission on Teacher Credentialing online processing system. This process requires that you have a valid e-mail address and a credit or debit card for payment.

- **Complete the attached Credential Request Form and submit it to the Credential Office**
- **Submit all necessary items specified for type of credential.**

Multiple Subject

- RICA
- CPR Certification (Adult, Infant & Child)
- Exit Survey Verification

Single Subject

- CPR Certification (Adult, Infant & Child)
- Exit Survey Verification

Education Specialist Level I

- RICA
- Verification of Employment as an Education Specialist (*Form CL-777.1*)
- Exit Survey Verification

Certificate of Eligibility does not require form CL-777.1

Education Specialist Level II

- Verification of Technology Course
- Verification of Health Education Course
- CPR Certification (Adult, Infant & Child)
- Verification of 2 years Education Specialist Experience (*Form CL-41 EXP*)

Administrative Services Level I

- Verification of 3 years teaching experience (*Form CL-41 EXP*)
- Verification of Employment as an Administrator (*Form CL-777*)

Certificate of Eligibility does not require form CL-777.1

Interns

- Signed Intern Authorization for Employment Form

- **Credential Analyst will verify information, confirm eligibility and recommend for the credential. This process will not take place until final grades are posted.**

Request will be processed in the order in which they are received. Depending upon volume, it may take several weeks before your file is processed. (*If additional documentation is required you will be informed via email*)

- **You will receive notification of recommendation from the CCTC via e-mail. Follow e-mail instructions, and submit payment. Once payment is submitted you will receive notice of receipt. Within 10 business days after payment, you will receive confirmation that your credential has been issued (providing there are no extenuating circumstance), followed by a notice of granting. All notices will take place via e-mail by CCTC.**

Credential Office • Bell Tower East • One University Drive • Camarillo, CA 93012 • (805) 437-8953 • Credential.assistant@csuci.edu

CREDENTIAL REQUEST FORM

1. PERSONAL INFORMATION (Type or Print)

SOCIAL SECURITY NUMBER: - - DATE OF BIRTH: - -

NAME: _____

First Middle Last

ADDRESS: _____
Mailing Address

City	State	Zip Code
------	-------	----------

☐ New Address (Address will be changed in Credential Database)

HOME PHONE () _____ CELL PHONE () _____

*E-MAIL ADDRESS _____@_____

*** No AOL email accounts. Please use an alternate email address.**

2. SELECT TYPE OF CREDENTIAL

Multiple Subject

- ☐ Preliminary
☐ Intern
☐ Supplementary or Subject Matter Auth.

Education Specialist

- ☐ Preliminary Level I
☐ Professional Clear Level II
☐ Certificate of Eligibility
☐ Intern

Single Subject

- ☐ Preliminary
☐ Intern
 Authorized Field (Subject)

Administrative Services

- ☐ Certificate of Eligibility
☐ Preliminary Level I

3. SIGNATURE OF APPLICANT

I certify that I have read and understand that in order to receive my credential; I must follow the instructions that will be provided to me by email. I understand that if I do not respond to the email within 30 days I will need to contact the credential office and request resubmission of my data to the CCTC system.

Applicant Do Not Write Below This Line

Office Use Only

Date Received _____

Documentation included (if applicable):

- ☐ CPR certification **(MS/SS)**
- ☐ RICA **(MS/SPED)**
- ☐ Verification of Employment as an Education Specialist *(CL-777.1)* **(SPED)**
- ☐ Verification of Exit Survey **(MS/SS/SPED)**
- ☐ Verification of Employment as an Administrator *(CL-777)* **(ELP)**
- ☐ Verification of Experience *(CL-41 EXP)* **(ELP/SPED II)**

Evaluation

- | | |
|-----------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Degree | <input type="checkbox"/> PACT |
| <input type="checkbox"/> CBEST | <input type="checkbox"/> Health Course (if applicable) |
| <input type="checkbox"/> COC | <input type="checkbox"/> Technology Course (if applicable) |
| <input type="checkbox"/> Subject Matter | |
| <input type="checkbox"/> US Constitution | |
| <input type="checkbox"/> RICA (if applicable) | |
| <input type="checkbox"/> CPR (if applicable) | |

Fee Credit

- ☐ Yes
- ☐ No

Recommendation

Online Submission Date: _____ Credential Type: _____

Issuance Date: _____ Completed Program Term: _____

Tracker entry: _____ PeopleSoft entry: _____

Notification Date: _____

Credential Analyst: _____

Comments _____

REQUEST TO CHANGE OBJECTIVE

For currently enrolled post-baccalaureate students, wishing to enroll in a different or additional program of study
Directions: Complete Section 1 and submit to the Enrollment Center for processing

Section 1

Name _____ Student ID# _____ Phone # _____

TERM APPLYING FOR: FALL SEMESTER _____ SPRING SEMESTER _____
(Year) (Year)

Current Program _____ Catalog Year _____ ☐ Change Program ☐ Add Program

☐ Master's _____ Catalog Year _____
and/or _____ (Major) _____ (Option)

☐ Credential _____ Catalog Year _____
(Specific Type)

☐ Second Bachelor's _____ B.A. B.S. Catalog Year _____
(Major) (Circle One)

Separate program application, transcripts, test scores and/or other documentation may be required. Please inquire with program for more information.

Student's Signature _____ Date _____

Section 2: ADMINISTRATIVE USE ONLY: RECORDS AND REGISTRATION

Current Program _____ New/Additional Program Requested _____

Residence Status: Resident _____ Nonresident _____ International Student _____

Current Academic Standing _____ GPA: Undergrad _____ Postbac _____ Last 60 Units _____

Name/Title

Signature

Date

Section 3: ADMINISTRATIVE USE ONLY: AREA REVIEW

☐ Program Application ☐ Transcripts ☐ Test Scores ☐ Other _____ ☐ Other _____

Name/Title

Signature

Date

Section 4: ADMINISTRATIVE USE ONLY: PROGRAM REVIEW

Recommended for admission as:

☐ Graduate, Classified Status (2)

☐ PBAC, Credential (5)

☐ Credential Completed:

☐ Graduate, Conditionally Classified Status (1)

☐ Second Bachelor's (0)

Close Credential Student Stack

☐ Applicant does not meet program requirements and is denied admission.

Evaluated by _____
Name/Title Signature Date

Student's admission to classified status is subject to the following:

☐ GRE Aptitude (or GMAT if applicable)

☐ GRE Advanced

☐ Graduation Writing Assessment Requirement ☐ Other _____

☐ Require Official Transcript(s) from _____

☐ Require Official Transcript(s) from _____

☐ Program Requirements as follows _____

Administrative Use Only-Records and Registration

Processed by _____ PS Update: _____ Change Effective Fall _____ Spring _____ Student/Dept Notified _____
(Staff Initials) (Date) (Date)



California State University
Channel Islands
MA in Education: Special Education

Advisement Form

Name: _____ ID# _____

Acceptance Date: _____ Last Update: _____

The CSUCI Master of Art in Education: Special Education degree has three parts: Required Core Courses (18 semester units), Masters Core Courses (6 semester units), Electives (6 semester units), and a Master's Thesis/Project or Exam (1 semester unit minimum), for a minimum total of 31 semester units. Applicants will be required to satisfy prerequisite coursework in the areas specified prior to starting the degree program.

MA in Education: Special Education 2008-2009 (31 units)

Prerequisite

An approved teaching credential and teaching experience

Masters Core Courses (7 units)

Course	Units	Grade	Grade Points
EDUC 605 Education in a Diverse Society **GWAR	3		
EDUC 615 Principles of Education Research	3		
EDUC 616 Masters Research Thesis/Project <i>or</i> EDUC 618 Comprehensive Examination Preparation	1		

Required Courses for Specialization in Special Education (18 units)

SPED 641 Advanced Perspectives in Special Education	3		
SPED 642 Advanced Behavior and Environmental Supports	3		
SPED 643 Advanced Assessment and Instructional Practices for Diverse Learners	3		
SPED 646 Advanced Collaborative Partnerships and Effective Communication in School Settings	3		
SPED 690 Advanced Topics In Special Education	3		
EDUC 617 Action Research	3		

Electives – (6 units)

EDCI 602 Issues in Secondary Education	3		
EDCI 610 Research on Teaching	3		
SPED 655 Historical and Contemporary Portraits of Disabilities and Special Education	3		
EDUC/POLS 431 Education Policy and Politics	3		
EDUC 661 Advanced Teaching with Technology	3		
EDPL 610 Foundations of Curriculum Instruction and Assessment	3		
EDPL 620 Instructional Leadership of the Collaborative Inclusive School	3		
EDPL 621 Law and School Management	3		
EDPL 622 School Finance and Principles of Applied Leadership	3		
EDPL 623 Understanding and Influencing Organizations in Diverse Communities	3		
EDPL 624 Human Resource Management in Education Settings	3		
EDPL 625 Building Collaborative, Inclusive Learning Communities	3		

Advising Notes:

Tina Torres, Credential Analyst II

Date



California State University Channel Islands Masters of Art in Education Educational Leadership

Advisement Form

Name: _____ ID# _____

Acceptance Date: _____ Last Update: _____

The CSUCI Master of Art in Education degree has three parts: Required Core Courses (27 semester units), Professional Development/Fieldwork I & II (6 semester units), and a Master's Thesis/Project (1 semester unit minimum), for a minimum total of 34 semester units. Applicants will be required to satisfy prerequisite coursework in the areas specified prior to starting the degree program.

MA in Education Curriculum	Units	Instit.	Units	Grade	Term	Prerequisites / Comments
Prerequisite Requirements (6 units)						
Integration of Technology into Education	3					
Special Education	3					
MA in Education Program Requirements (34 units)						
Required Classes (34 units)						
EDUC 605 Education in a Diverse Society	3	CI	3			
EDPL 610 Foundations of Curriculum, Instruction, and Assessment	3	CI	3			
EDPL 620 Instructional Leadership of the Collaborative, Inclusive School	3	CI	3			
EDPL 621 Law and School Management	3	CI	3			
EDPL 622 School Finance and Principles of Applied Leadership	3	CI	3			
EDPL 623 Understanding and Influencing Organizations in Diverse Communities	3	CI	3			
EDPL 624 Human Resource Management in Education Settings	3	CI	3			
EDPL 625 Building Collaborative, Inclusive Learning Communities	3	CI	3			
EDUC 615 Principles of Educational Research	3	CI	3			
Required Fieldwork – 2 semesters of each (6 units required)						
EDPL 631 Professional Development/Fieldwork I	1	CI	1			
EDPL 632 Professional Development/Fieldwork II	2	CI	2			
Master's Thesis/Project – continuing registration until research or project completed (1 unit - ?)						
EDUC 616 Thesis/EDUC 618 Exam	1	CI	1			

Advising Notes: _____

Tina Torres, Credential Analyst

Date



State Of California
California Commission On Teacher Credentialing
Box 944270
1900 Capitol Avenue
Sacramento, CA 94244-2700

Telephone:
(916) 445-7254 or (888) 921-2682
E-mail: credentials@ctc.ca.gov
Web site: www.ctc.ca.gov

VERIFICATION OF EXPERIENCE

If experience is a requirement for your credential, please have the experience verified by your current and/or previous employer using this form. You only need to verify experience that is appropriate for the issuance of this credential. If you have served in more than one position for a single employer, have a separate form completed for each position that you held.

► *Do not mail this form directly to the Commission separate from the application.*

This is to certify that: _____
(Name of Applicant)

has served satisfactorily from: _____ to _____
(Month/Year) (Month/Year)

in the position of: _____
(Check one) ☐ Teacher
☐ Education Specialist
☐ Resource Specialist
☐ Administrator
☐ Counselor
☐ Other (specify): _____

in the following grade or level: _____

in the area or subject of: _____

☐ Full-time
☐ Part-time (specify): _____ hours/day _____ days/week
☐ Day-to-Day Substitute

School/Agency: _____

Address: _____

Telephone Number: _____

Verified by: _____
(Signature)

Name: _____

Title: _____

Date: _____



State Of California
California Commission On Teacher Credentialing
Box 944270
1900 Capitol Avenue
Sacramento, CA 94244-2700

Telephone:
(916) 445-7254 or (888) 921-2682
E-mail: credentials@ctc.ca.gov
Web site: www.ctc.ca.gov

VERIFICATION OF EMPLOYMENT AS AN EDUCATION SPECIALIST

To be Completed by Employing Agency

1. PERSONAL INFORMATION

Applicant's Full Legal Name: _____

Social Security Number: _____ - _____ - _____

2. EMPLOYING AGENCY

Title of Education Specialist Position _____

Date of Initial Employment (mm/dd/yy) _____

County of Employment _____

Name of Employing Agency _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone () _____ - _____

Name of Immediate Supervisor _____

Position _____

Signature of Employer or Designee

Date

Printed Name of Employer or Designee

Title

3. TENTATIVE PLAN FOR DEVELOPING THE INDIVIDUALIZED INDUCTION PLAN

Name of Support Provider(s) Assigned to New Specialist _____

Position Held by Support Provider(s) _____

Credential(s) Held by Support Provider(s) _____

Employing Agency (if different from teacher) _____

Institution Tentatively Selected for Development of Individualized Induction Plan and

Completion of Professional Clear Level II Program _____

I understand I must develop an Individualized Induction Plan during the first 120 days of employment on my Preliminary Level I Education Specialist Credential with the Level II institution and employer designee.

Signature of Applicant

Date

Submit this form with Level I application; copies to Level II institution and support provider.

CL-777.1 4/06

<p align="center">How are we doing? Your feedback is important to us! Please leave your comments in our mailbox outside the Credential Office</p>			
<p>Who did you come in contact with? Anyone in particular who assisted you? _____</p>			
<p>Patti Pulido/ Tina Torres/ Christina Canchola/ Barbara Traversa Student Assistants: Deena Feldman/ Brenda Callegos/ Erica Jimenez</p>			
<p>Day of the week you visited (circle one): M T W Th F</p>			
<p>Time of the day you visited: _____</p>			
For each item below please mark an X in the appropriate box.	YES	n/a	NO
I felt welcomed when I came in.			
The front office staff was friendly and professional.			
The computerized check in was easy to use.			
I found the materials that I needed.			
I felt my questions were answered.			
The staff were helpful and knowledgeable.			
I was referred to the appropriate department or person (where applicable).			
My overall impression of my visit to the Credential Office was a positive one.			
<p>I came the the Credential Office: as a walk-in _____ with an appointment _____</p>			
<p>Please provide additional comments or suggestions on back.</p>			
<p>Name and Phone # (optional) if you would like someone to contact you.</p>			



Patti Pulido
Credential Coordinator

CALIFORNIA
STATE
UNIVERSITY
CHANNEL
ISLANDS

Bell Tower Building,
One University Drive
Camarillo, California 93012-8599
Tel: (805) 437-8936
Fax: (805) 437-8891
patricia.pulido@csuci.edu
http://education.csuci.edu



Tina Torres
Credential Analyst II

CALIFORNIA
STATE
UNIVERSITY
CHANNEL
ISLANDS

East Bell Tower Suite 2803
One University Drive
Camarillo, California 93012-8599
Tel: (805) 437-8573
Fax: (805) 437-8891
tina.torres@csuci.edu
http://education.csuci.edu



Christina Canchola
Credential Analyst

CALIFORNIA
STATE
UNIVERSITY
CHANNEL
ISLANDS

Bell Tower Building,
One University Drive
Camarillo, California 93012-8599
Tel: (805) 437-8523
Fax: (805) 437-8891
christina.canchola@csuci.edu
http://education.csuci.edu



Barbara Traversa
Credential Support Coordinator

CALIFORNIA
STATE
UNIVERSITY
CHANNEL
ISLANDS

East Bell Tower Suite 2804
One University Drive
Camarillo, California 93012-8599
Tel: (805) 437-8953
Fax: (805) 437-8891
barbara.traversa@csuci.edu
http://education.csuci.edu