

# Next Steps

Special Session for  
ITEP Seniors

## Topics to Be Covered

- Application process for the Preliminary Credential
- Clear Credential
- Joint CSUN/LAUSD Induction/Master's Degree Program
- "Added Authorizations"
- Career Center Services

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## Credential Application Process

***This process requires that you have an email address and a credit card!***

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## Credential Application Process

Submit a Credential Request Form to the Credential Office at the beginning of your last semester

NOTE: Indicate your name as you want it printed on your credential

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## Credential Application Process

You will also need to submit the following:  
A current CSUN transcript (unofficial) and official transcripts from all other institutions attended since admission into the credential program  
Coursework-In-Progress Form (CSUN coursework only, if applicable)  
Test scores: CBEST, CSET, RICA (if applicable)  
Copy of CPR Card  
Verification of employment (Education Specialist only)

NOTE: If you have previously submitted these items, you do not need to submit them again

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## Credential Application Process

- Your Credential Request is evaluated and approved by the Credential Office
- You will receive an email from California Commission on Teacher Credentialing (CCTC) directing you to their website to:
  - Complete the online credential application
  - Pay the application fee by credit card

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## Credential Application Process

- You will receive an email stating that you have been recommended for a credential
- Your credential will be granted by the CCTC and will be posted on the CCTC website.

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## Credential Application Process

### Special note:

#### Before turning in your Credential Request Form:

all credential requirements must be fulfilled except for the coursework in progress during your final semester at CSUN

**After the Credential Office receives your Credential Request Form, your request will be processed, however, your formal recommendation to the CCTC will be held until you successfully complete your final semester**

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## Professional Clear Multiple Subject Credential

- The preliminary credential is valid for **five years**
- Holders of an SB 2042 preliminary credential must earn a clear credential by completing an Induction Program
- An Induction Program can be completed through an approved program at a school district, county office of education, college or university, consortium, or private school
  - typically, your Induction Program is completed through your employing public school district

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## Requirements for Professional Clear Multiple Subject Credential

### Induction Program:

- A program of support and formative assessment during the first two years of teaching
- It includes the advanced study of health education, special populations, computer technology, and teaching English learners

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## Requirements for Professional Clear Multiple Subject Credential

### Alternative Possibilities to Obtain the Clear Credential:

- If an induction program is unavailable to the preliminary credential holder, the candidate will be allowed to complete a Commission-approved fifth year of study program at a College or University.
- Teachers who are certified by the National Board of Professional Teaching Standards in one of the qualifying subjects will be issued a Professional Clear Multiple Subject Teaching Credential.

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## Requirements for the Professional Clear Level II Education Specialist Credential

- Complete an individualized Induction Plan designed in collaboration with your employer and a California college or university
- Provide verification of a minimum of two years of successful experience in a public school while holding the Preliminary Level I Education Specialist Credential, verified by your employer
- Obtain the formal recommendation for the credential by the college or university where your individualized induction plan was completed

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## Professional Clear Level II Education Specialist Credential Program

To be admitted to a Education Specialist Level II program you must:

- Hold a valid Education Specialist Level I credential
- Verify employment

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## Professional Clear Level II Education Specialist Credential Program

For further information please contact the Department of Special Education or the Credential Office:

Department of Special Education  
ED 1204  
818-677-2596  
[sped@csun.edu](mailto:sped@csun.edu)

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## Credential Office

Location  
Education Administration Building (E) 103

Office Hours  
Monday, Thursday & Friday  
10:30 am – 5:00 pm  
Tuesday & Wednesday  
10:30 am – 7:00 pm

Contact  
818-677-2586  
[credprep@csun.edu](mailto:credprep@csun.edu)

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## Joint CSUN/LAUSD Induction/Master's Degree Program

- Began in Fall 2006
- Available for the LAUSD teachers with a Multiple Subject or Single Subject Credential
- Clear Credential will be recommended by LAUSD
- Master's Degree in Education will be conferred by CSUN

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## Joint CSUN/LAUSD Induction/Master's Degree Program

Major admission criteria

- Employed as a classroom teacher by LAUSD
- Enrolled in LAUSD's Induction Program
- Cumulative undergraduate GPA minimum 3.0, **or**
  - Score at or above the 50<sup>th</sup> percentile on one of the three portions of GRE, or
  - Score at or above the 50<sup>th</sup> percentile on MAT

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## Joint CSUN/LAUSD Induction/Master's Degree Program

For further information:

- College of Education website  
<http://www.csun.edu/coe>
- Department of Elementary Education, Graduate Advisor <http://www.csun.edu/education/eed> or call 818-677-2621
- LAUSD website  
<http://www.lausd.k12.ca.us>

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## Added Authorizations (Additional Credentials)

Holders of a basic teaching credential are allowed to obtain an additional teaching credential without completing the full professional preparation program for that credential

Three types of "Added Authorizations"

- Adding Authorizations to Existing Credentials
- Supplementary Authorizations
- Subject Matter Authorizations

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## Adding Authorizations to Existing Credentials

Existing Credential	Credential Sought
Preliminary Multiple Subject	Preliminary Single Subject
Preliminary Single Subject	Preliminary Multiple Subject
Preliminary Single Subject	Another Preliminary Single Subject

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## Requirements for Adding Authorizations

Preliminary MS Credential holders seeking a Preliminary SS Credential:

1. verify specialty area subject-matter competence
  - CSET, or
  - A subject-matter program, or its equivalent
2. complete a methodology course
  - The CSUN course: SED 525 (general or specific)

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## Supplementary Authorizations

Teachers qualifying for the supplementary authorization in federal No Child Left Behind (NCLB) core academic subject areas are not NCLB compliant:

- **Introductory Supplementary Authorizations** - Authorize the holder to teach the supplementary subject matter content typically included in curriculum guidelines and textbooks for study in grades 9 and below but the students in the class may be in grades K-12
- **Specific Supplementary Authorizations** - Authorize the holder to teach the specific subject in grades k -12

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## Supplementary Authorizations

- Supplementary Authorizations may be added to:
  - Single Subject Credential
  - Multiple Subject Credential
- Authorization can be sought: Single Subject

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## Qualifying for a Supplementary Authorization

Completion of either **a** or **b** below:

- a. 20 semester or 10 upper division semester units, or the equivalent quarter units, of non-remedial course work in the subject requested
  - ✓ *Introductory* subjects require at least one course in each of the content areas listed; the balance of the 10 or 20 units may be in any course within the subject category
  - ✓ For *specific* subjects, the same unit total is required
- b. A collegiate major in a subject directly related to the subject to be listed on the credential

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## Subject Matter Authorizations

- Teachers qualifying for the subject matter authorization in federal NCLB core academic subject areas are NCLB compliant
- Subject Matter Authorizations may be added to the following credentials:
  - Single Subject Teaching Credential
  - Multiple Subject Teaching Credential

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## Subject Matter Authorizations

### Types of Subject Matter Authorizations

- Introductory Subject Matter Authorizations**
  - authorize the holder to teach the subject matter content typically included in curriculum guidelines and textbooks approved for study in grades 9 and below
- Specific Subject Matter Authorizations**
  - authorize the holder to teach the specific subject in grades preschool, K-12, and classes organized primarily for adults

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## Comparison of Introductory Authorizations

<i>Compare</i>	Introductory Supplementary	Introductory Subject Matter
<b>Coursework</b>	A degree major or 20 semester / 10 upper division semester units	A degree major or 32 semester units
<b>Content areas</b>	A course – no unit requirement	3 semester units 6 semester units - science

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## Comparison of Introductory Authorizations

<i>Compare</i>	Specific Supplementary	Specific Subject Matter
<b>Basic Credential</b>	Single Subject	Multiple/Single Subject
<b>Authorization</b>	Subject matter content K-12	Subject matter content K-12
<b>Coursework</b>	A degree major or 20 semester / 10 upper division semester units	A degree major or 32 semester units

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## For Further Information on “Added Authorizations”

Please log on CCTC website  
<http://www.ctc.ca.gov/>

OR

Contact the Credential Advisement Office

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## Career Planning and Job Search

### ➤ Services offered by CSUN Career Center

- Career counseling
  - Search for employment
  - Explore job market and salaries
  - Write an effective resume
  - Interview successfully
- Career fairs and special events
  - Click on [www.csun.edu/career](http://www.csun.edu/career) for dates and times

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## Career Planning and Job Search

- Services offered by CSUN Career Center
  - Workshops
    - Resume Workshop
    - Interview Techniques
    - Job Search for Teachers
  - On-campus interview program
  - CSUN's Job Listings powered by MonsterTRAK
  - Career Library
    - Books, videos, online resources, internships and employment databases

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## CSUN Career Center

Location  
University Hall 105

Information on services and office hours  
(818) 677-2878  
[www.csun.edu/career](http://www.csun.edu/career)

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Questions  
&  
Answers



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