



MICHAEL D. EISNER  
COLLEGE OF EDUCATION  
Credential Office

### Basic Skills Requirement Evaluation Request

Individuals may satisfy the Basic Skills Requirement (BSR) through multiple options. Please review [CTC leaflet](#) for all options for meeting the BSR. If you are choosing an option other than a standardized exam or if you want to combine portions of the exam and coursework you will need to complete this form and submit to the Credential Office for evaluation by email to [credprep@csun.edu](mailto:credprep@csun.edu) with subject line "Last Name BSR Evaluation." Please allow 4-6 weeks for processing. **Please attach transcript/s for courses you are using to meet BSR.**

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#### Student Information

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Email: \_\_\_\_\_

Credential Program Currently Enrolled \_\_\_\_\_

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Check One:

I have completed the following coursework to meet the BSR.

Courses must meet the following criteria:

- The course was taken at a regionally accredited college or university
- The course was 3 semester units (or equivalent quarter units)\*
- The course was taken for academic credit (earned units)
- The course was passed with a grade of B- or better
- The course was degree applicable (AA coursework included)

**Reading:** course must be in critical thinking, literature, philosophy, reading, rhetoric, or textual analysis.\*\*

Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_

Course Grade: \_\_\_\_\_ Term: \_\_\_\_\_ Institution: \_\_\_\_\_

**Writing:** course must be in composition, English, rhetoric, written communication, or writing.\*\*

Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_

Course Grade: \_\_\_\_\_ Term: \_\_\_\_\_ Institution: \_\_\_\_\_

**Mathematics:** course must be in algebra, geometry, mathematics, quantitative reasoning, or statistics.

Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_

Course Grade: \_\_\_\_\_ Term: \_\_\_\_\_ Institution: \_\_\_\_\_

- I have completed a combination of coursework and exams to meet the BSR. \*\*\*  
Please review [BSR Exam List](#) for information about exams and passing scores.

**Reading:** course must be in critical thinking, literature, philosophy, reading, rhetoric, or textual analysis.

Exam \_\_\_\_\_ Score: \_\_\_\_\_ Date Passed: \_\_\_\_\_  
Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_  
Course Grade: \_\_\_\_\_ Term: \_\_\_\_\_ Institution: \_\_\_\_\_

**Writing:** course must be in composition, English, rhetoric, written communication, or writing

Exam \_\_\_\_\_ Score: \_\_\_\_\_ Date Passed: \_\_\_\_\_  
Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_  
Course Grade: \_\_\_\_\_ Term: \_\_\_\_\_ Institution: \_\_\_\_\_

**Mathematics:** course must be in algebra, geometry, mathematics, quantitative reasoning, or statistics

Exam \_\_\_\_\_ Score: \_\_\_\_\_ Date Passed: \_\_\_\_\_  
Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_  
Course Grade: \_\_\_\_\_ Term: \_\_\_\_\_ Institution: \_\_\_\_\_

*\* You can use more than one course to meet one content area as long as the total units is 3 or more units.*

*\*\* Candidates can use a single course to meet both the reading and writing requirement if they are able to obtain a letter from the English department chair where both courses were taken, that confirms that the single course included significant content in both reading and writing.*

*\*\*\* Candidates may use a qualifying score from the SAT Evidence-Based Reading & Writing, SAT Critical Reading, ACT English, AP English Language & Composition or English Literature & Composition, or CSU Placement Examinations/ EPT to meet both the reading and writing requirement.*

**FOR OFFICE USE ONLY DO NOT WRITE BELOW**

- The option above meets BSR, you will be given credit. Your Credential Progress Report will be updated, if applicable.
- The option above does not meet BSR. Please review the [leaflet](#) for options on how to meet the BSR.
- Additional information required to determine verification of BSR.

Comments: \_\_\_\_\_

Credential Analyst/Advisor Name

Signature

Date