

Frequently Asked Questions by Interns



What are the criteria for my local educational agency (LEA) to participate in the intern program? Each LEA must be approved as a CSUN cooperating educational agency through a signed Memorandum of Understanding (MOU). The MOU outlines the responsibilities of the LEA and CSUN regarding the intern program and must be signed by both entities.

How many courses must I be enrolled in each semester of the intern program? You must be enrolled in a minimum of 6 units (e.g., a course and the intern seminar) each semester. If you are not enrolled, your intern credential will be cancelled.

What if I become ill or have a family emergency during the semester? You may apply for a medical leave and should discuss the problem with your advisor.

What if I don't complete the intern program within the 2 years allowed on an intern credential? If you do not complete the program in two years, you may submit an appeal for a 1-year extension. You must complete an application and meet with your advisor to develop a "plan for completion". The form must be signed by your intern advisor and the intern coordinator.

What if I complete required coursework but have not met all program requirements (e.g., the RICA exam or writing proficiency requirement)? If you have completed courses but have not completed the program, contact your advisor. You must continue to be enrolled or your intern credential will be cancelled.

What if I'm enrolled in the 4th semester SPED 506 but have courses remaining in the program? Interns enrolled in their 4th semester of SPED 506 will receive an Incomplete in the final seminar until all coursework for the Preliminary Credential is completed **OR** at the end of their 3rd semester SPED 506, interns who have more than 6 units remaining in their programs will have to STEP OUT and postpone their final semester of 506 until they have completed required coursework. The above decision must be made in conjunction with the intern advisor in your specialization.

What if I transfer to the intern program from the traditional program?

Typically interns complete a 2-year 4-semester program. However, some interns complete most of their coursework as a traditional student and then apply for an intern credential. Candidates in three specializations (DHH, MM, MS) who become interns when they have 9 or fewer units of courses remaining in their program (not counting student teaching) may register for one semester of SPED 506 (the specific SPED 506 determined by the specialization) and SPED 580/SPED 580S.

Candidates in ECSE must complete 3 semesters of SPED 506 and one semester of SPED 578 or SPED 580ECI.