Admissions Information
for Teaching Credentials
Multiple Subject, Single Subject, and Education Specialist

Why East Bay?

Top Reasons to Apply CSU East Bay Credential Programs

1. Community Based
2. Team Approach
3. Concurrent Coursework and Supervised Fieldwork
4. Dual Field Experience Arranged by University
5. Options-Traditional/Intern pathway
6. Support System
7. Earn a Master's of Science in Education or Special Education
8. Access to University, Teacher Education, and Education Psychology Resources
9. Cost

Cost and Financial Aid Information

Estimated cost is approximately $4,200/semester
(based on full-time, CA resident rate)
Rates are subject to change.

Tuition fees and other costs are posted at:

Tuition Fee Information

(CSU Residency Questionnaire is part of the admissions application)

Financial aid may be available for credential students.
Please visit CSU East Bay Office of Financial Aid's website at:

www.csueastbay.edu/financial_aid

FAFSA

CAL STATE
EAST BAY
CREDENTIAL STUDENT SERVICE CENTER

CSU East Bay prepares you to teach in an Elementary School

A **Multiple Subject Teaching Credential** typically used for elementary school classrooms, TK-5/6th grade depending on the school, authorizes the holder to teach in a self-contained classroom TK-12th grade.

In our Multiple Subject Credential program you will complete fieldwork in a TK-6th grade self-contained **ELEMENTARY** classroom, not in a middle school or high school.

This program is full-time, **in-person offered on Hayward or Concord campuses** with just a few classes online-begins in early June, completed in 3 semesters: Summer, Fall, Spring (one year) to complete.
- Summer Session 2024 is June 3 - July 26, 2024
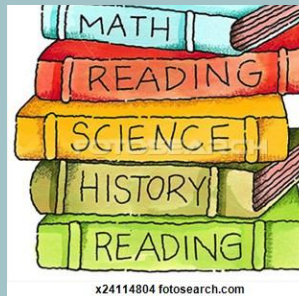
CSU East Bay prepares you to teach in a Middle or High School

A **Single Subject Teaching Credential** authorizes the holder to teach the specific subject named on the credential in departmentalized classes in the TK–12 classroom setting. Typically used in middle school and high school.

In our Single Subject Credential program you will be placed in a **MIDDLE** or **HIGH SCHOOL** classroom, completing fieldwork in your subject area. You cannot complete fieldwork outside of your subject area.

This program is full-time, also begins in early June, and takes 3 semesters (one year) to complete.

You may also be a departmentalized teacher for Art, Dance, Music, Physical Education, Science or World Languages in an elementary school setting.

6
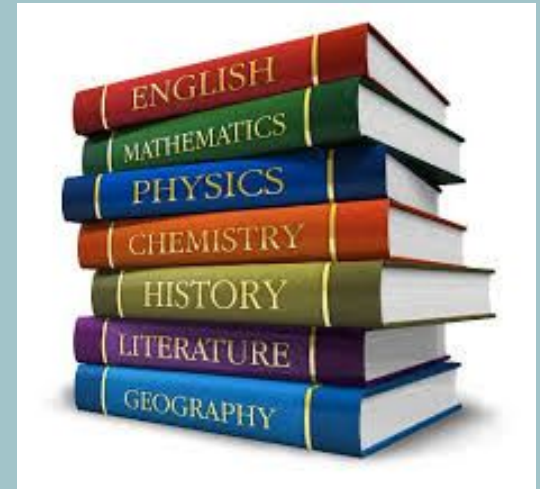
Single Subject Credential Location/Format

East Bay Credential-Hayward/Concord	Format	East Bay Extension	Format
Math (all areas) or Foundational Mathematics	Hybrid	Art	Online
Foundational Science	Hybrid	Dance	Online
Science (Biology, Chemistry, Geological Sciences, or Physics)	Hybrid	Music	Online
Physical Education	Hybrid	Physical Education	Online
English	Hybrid	Theater	Online
Social Science	Hybrid	World Languages (ASL, Spanish, etc)	Online
English-Alameda/Contra Costa County residents	Online	English-residents outside Alameda/Contra Costa County	Online
Social Science-Alameda/Contra Costa County residents	Online	Social Science-residents outside Alameda/Contra Costa County	Online

CSU East Bay prepares you to work in a Special Education classroom

The **Preliminary Education Specialist Credential** authorizes the holder to conduct Educational Assessments related to students' access to the academic curriculum and progress towards meeting instructional academic goals. This is a two-year program that leads to recommendation of a credential and Masters of Science in Special Education. **All Classes are online. Fieldwork is in-person.**

Mild to Moderate Support Needs (MMSN)

Provide Special Education Support to students with mild to moderate support needs related to one or more of the following disabilities: autism, emotional disturbance, intellectual disability, multiple disabilities, orthopedic impairment, other health impairment, specific learning disability, and traumatic brain injury; in kindergarten, including transitional kindergarten, grades 1-12 through age 22.

Extensive Support Needs (ESN)

Provide Special Education Support to students with extensive support needs related to one or more of the following disabilities: autism, deaf, blind, emotional disturbance, intellectual disability, multiple disabilities, orthopedic impairment, other health impairment, specific learning disability, and traumatic brain injury; in kindergarten, including transitional kindergarten, grades 1-12 through age 22

Program and Admissions Requirements

❖ ✨**Program Schedules**✨ Summer Session: June 3, 2024 - July 26, 2024

❖ ✨While some programs and classes may be online synchronous or asynchronous, **Fieldwork for all programs is in person in a California TK-12 public school.**✨

❖ Program overview, requirements, and application links can be found on our website. csueastbay.edu/cssc

❖ You need to submit TWO DIFFERENT APPLICATIONS to be considered for admission to a credential program at Cal State East Bay.

❖ You need to **APPLY** and be **ADMITTED** to **BOTH** the **University** and to the **Department** to be admitted to the **program**.

CREDENTIAL PROGRAM APPLICATION PROCESS

University Application – Part 1 – Applying to the University

University Application on Cal State Apply
Summer 2024: February 1, 2024 – April 1, 2024
$70 Application Fee (non-refundable)

(www.calstate.edu/apply)
[How to Apply](#)

CAL STATE **APPLY**

Find your future at the California State University.
With 23 campuses and thousands of degree choices, the CSU is a great place to start your journey. Explore your options below, and start your application today.

University Application – Part 1 – Applying to the University

❖ **Select term: [Summer 2024](#) Cal State East Bay Campus to Add Program:**

In Extended Profile: Set Degree Goal: Second Bachelor's Degree and Beyond and Teaching Credential [Cal State Apply](#)

EAST BAY CREDENTIAL

❖ **Multiple Subject Credential:** Main Campus-Hybrid

❖ **Single Subject Credential:** Main Campus-Hybrid,
❖ online option for English or Social Science-Alameda/Contra Costa County residents

❖ under **East Bay Extension** for **Single Subject Credential-Online**

❖ **Education Specialist-under East Bay Credential**
   Education Specialist Credential - Mild to Moderate Support
   Education Specialist Credential - Extensive Support Needs

CAL STATE EAST BAY
CREDENTIAL STUDENT SERVICE CENTER

Key Points University Application through Cal State Apply

❖ Works best in updated versions of Chrome and Firefox. Not in Internet Explorer.

❖ In My Application Academic History: List all schools attended: Select Option to Not Add GPA, select option not add test scores, or upload any documents

❖ Under Supporting Information: Select option to not add experiences

Thank you for your interest in The California State University. You can apply for the 2023-2024 cycle here, including Fall 2023, Winter 2024, Spring 2024, and Summer 2024.

To determine the exact deadline for your desired program, visit the Application Dates & Deadlines page.

Refer to the Applicant Help Center for additional information, including browser requirements. Here, you can chat with us for live support.

If you are seeking entrance for Fall 2024, the application and application link will be available beginning October 1st 6 am PST.

Sign in with your username and password below. First time here? Select Create an Account to get started.

👤 Username

🔑 Password

Sign In

Create an Account

Forgot your username or password?

Reapplying to The California State University?

CAL STATE EAST BAY
CREDENTIAL STUDENT SERVICE CENTER

Examples of **University Application Confirmation Page** to be uploaded to the Department Application:

Verifying East Bay as the campus and stating the Credential Program you applied to.

Cal State Apply 2021
East Bay Credential

Application Status Complete
Multiple Subject Credential

BIOGRAPHIC INFORMATION
PROFILE

Title:	–	Materials Under Another Name:	No
First Name:		Alternate First Name:	–
Middle Name:	–	Alternate Middle Name:	–
Last Name:		Alternate Last Name:	–
Suffix:	–	Preferred First Name:	–
Gender or Sex:		Preferred Middle Name:	–

Entry Status:	Credential

Have you previously attended CSU?
Answer: No

BIRTH INFORMATION

Date of Birth:	05-16-1987
City:	Oakland
State:	California
Country:	United States

CONTACT INFORMATION

Address Type:	Current	Address Type:	Permanent
Address:		Address:	
	Oakland, California 94609-1545		Oakland, California 94609-1545
County:	Alameda County	County:	Alameda County
Country:	United States	Country:	United States
Valid Until Date:	08-01-2022		
Preferred Phone Number		Type: Mobile	
Email:			

— CAL STATE —
APPLY

Sign Out

My Application	Add Program	Submit Application	Check Status

My Programs

	Application Status	Download Application (PDF)
Single Subject Credential East Bay Credential	Received	↓

University Application – Part 1 – Applying to the University

<mark>After you submit University Application on Cal State Apply and get an email with your Net ID:</mark>
<mark>Order Official Transcripts from ALL college/universities attended</mark>

- Must submit Bachelor Degree-bearing transcript, community college and post Bachelor Degree transcripts, and transcripts from all colleges *even if transfer courses appear on other institutions' transcripts.*

- Bachelor degree must be from a regionally accredited institution. If degree is in progress, submit an official transcript showing coursework in progress and once degree is conferred, submit final Bachelor degree bearing transcript.

- How to Submit Official Transcripts from all schools attended: ordered to be sent electronically directly from school to electronictranscripts@csueastbay.edu or mailed to CSU East Bay Office of Admissions.

❖ If currently a Cal State East Bay student or a Cal State East Bay graduate, transcripts will not need to be submitted unless you have completed post-baccalaureate coursework at another institution.

Department Application – Part 2 – Applying to the Department

❖ CSU East Bay website: **www.csueastbay.edu/cssc**
Credential Student Service Center December 1-April 1, 2024

❖ Click on **Prospective Credential Students: Select** Program Choice
Multiple Subject, Single Subject, or Education Specialist

❖ View admissions requirements and the **APPLY TO DEPARTMENT** button at the bottom of the page to open the **Department Application: in Firefox or Chrome**

❖ Click on **Pay Now** to submit $25 non-refundable application fee and save emailed receipt to upload to application

❖ All Required documents will need to be uploaded to application: Click on links for forms to be completed. Submit application when all documents are uploaded.

16

Department Application – Part 2 – Applying to the Department

❖ Upload Department Application fee receipt and complete required Prospective Student Information.

❖ On upper right hand side of application, click on save my progress and resume later to save application so that you can resume a previously saved form when needed: email from Form Notification that it is saved.

❖ **Select Credential Type**
- **Multiple Subject** is offered on Concord or Hayward Campus
- **Single Subject** is offered on Concord, Hayward Campus, and Online.
  - Dance, Theater, Art, Music, World Languages is ONLY offered in the East Bay Extension program-online.
  - Math and Science is ONLY offered on the Hayward or Concord campus.
- **Education Specialist**: Mild Moderate Support Needs or Extensive Support Needs - online program only.

Official Transcripts

- Order Official Transcripts from ALL schools attended after you submit your **University Application on Cal State Apply and get your Net id. Transcripts should be sent to the University Admissions Office, NOT to the department.**

- **If currently a Cal State East Bay student or a Cal State East Bay graduate, transcripts will not need to be submitted**.

- **Foreign Transcripts**: Applicants with international transcripts with a foreign degree must provide an official evaluation of that coursework by a CTC approved agency: Foreign Transcript Evaluation to be sent electronically to csscdocuments@csueastbay.edu. CSU East Bay International Admissions conducts a separate review.

- Overall undergraduate **GPA of 2.67 or GPA of 2.75** in last 60-semester or 90-quarter units attempted.

CREDENTIAL PROGRAM REQUIREMENTS

U.S. Constitution Requirement

❖ The U.S. Constitution is a course or exam that covers the provisions and principles of the United States Constitution.

Option A: Authorized Course
▪ That covers US Government or History through 1877 with a grade of C or better
▪ example of possible courses: List of some approved courses

Option B: Degree
▪ Bachelor's degree conferred at any CSU.

Option C: Authorized Exam
▪ Register to take a U. S. Constitution Exam
▪ Online US Constitution Exam through Notre Dame de Namur
▪ You need to submit score report.

Tuberculosis Clearance (TB Test)

❖ **Negative Tuberculosis (TB) Test** result from within the past two years
- Upload a dated copy of healthcare providers results verifying negative TB from a test. <mark>A TB risk assessment does not meet the requirement, it needs to be skin/blood test or a chest x-ray.</mark>
- TB skin & blood tests are good for 3 years or chest x-ray is good for 5 years.

Certificate of Clearance Document from CTC

❖ **CTC Certificate of Clearance – VALID CTC Document**

   a. **Fingerprint Clearance from CTC**>>Submit: Valid Certificate of Clearance or any valid issued CTC document: i.e., substitute, child permit

   b. Three step process:
(1) Fill out Applicant information starred items on **Live Scan form**: fingerprints scanned with Live Scan agency
(2) apply for Certificate of Clearance on **CTC** website
(3) once issued: save document from CTC website and upload to application

   c. For more details, see: CERTIFICATE OF CLEARANCE

   d. **DO NOT** upload the Livescan form as a placeholder: **only upload CTC issued document**

Certificate of Clearance Document from CTC

Commission on Teacher Credentialing

Login | Search

| Document: |

New Search | **Note:** If you have any questions, please view the CTC Online – Written Instructions for Application and Payment page.

Last Name:
First Name:
Middle Name:

Last Known County of Employment:
Adverse and Commission Actions Indicator:
Deceased Flag:

Note: Please verify County of Employment is current
Note: Information on Adverse and Commission Actions is available for this educator if a flag is displayed.
If the Deceased flag is displayed, the licensee is deceased.

Current Document | All Documents | Adverse and Commission Actions

Document Number	Expiration Date	Term	Issue Date	Document Title	Status	Deceased Flag	Original Issue Date	Grade	Special Grade
	2/1/2027		1/28/2022	Certificate of Clearance	Valid	N	1/28/2022		
	7/1/2024		8/1/2023	Short-Term Staff Permit	Valid	N	8/1/2023		

Authorization/Subjects

Subject Code	Authorization Code	Authorization Description	Major/ Minor	Added Authorization Date	Subject Description

Renewal Requirements

Please disregard any # signs you may see below and refer to the "Additional Description" column to the right for specific renewal requirements.

Renewal Description	Renewal Code	Additional Description

Basic Skills Requirement (BSR)

For more information about the Basic Skills Requirement options listed see link
[BASIC SKILLS REQUIREMENT](#) (BSR)**

1. **CBEST:** CA Basic Educational Skills Test (www.ctcexams.nesinc.com)

2. **Multiple Subjects CSETs and CSET Writing Skills 142:** Multiple Subject and Education Specialist option only

3. **Passing the CSU Early Assessment Program or the CSU Placement Examinations**

4. **SAT or ACT qualifying scores:** Math 570 & Reading 560 if taken after March 2016
   Math 550 & Reading 500 if taken before March 2016
   ACT: Score 23 in Math & Score 22 in English

5. **College Board: High School AP Exams: Math:** Score 3 or above on AP Calculus AB, AP Calculus BC, or AP Statistics. **English:** Score 3 or above on AP English Language and Composition or AP English in Literature and Composition

6. **CTC approved Out-of-State Basic Skills Exams**

Basic Skills Requirement (BSR) continued

★ 7. **Coursework in reading, writing, and mathematics**: Courses must have been taken at a regionally accredited college or university for credit, passed with a grade of B- or better, be degree applicable, and be at least 3-semester units (or equivalent quarter units).

★ 8. **Combination of coursework and exams**

For the above starred options: You will need to ==FILL OUT AND SUBMIT== a [REQUEST FOR BASIC SKILLS REQUIREMENT EVALUATION](#). Follow the instructions on the form.

==Only UPLOAD APPROVED and SIGNED==
==[BASIC SKILLS REQUIREMENT EVALUATION](#) form to your Department Application.==

Basic Skills Requirement needs to be submitted by April 1, 2024 for Multiple and Single Subject applicants

Basic Skills Requirement (BSR) Score Reports

Guidance Chart for Mixing BSR Options and for additional information on options to meet the BSR see link for

Basic Skills Requirement

Cal State East Bay - CSSC

Basic Skills Requirement (BSR) Evaluation

Follow instructions on the [REQUEST FOR BASIC SKILLS REQUIREMENT EVALUATION](#) form to email along with test scores, transcripts, and Department Application fee receipt for review.

Not approved yet. Do not upload to Department Application.

Only upload or submit Approved and signed BSR Evaluation Form.

NOT approved or signed.

Approved and signed

[Basic Skills Requirement](#)

Subject Matter Competency (SMC) Requirement

See the link for options to meet **Subject Matter Competency** (SMC)

Subject Matter Competency (SMC) can be verified with one of the following options~

★ **California Subject Examinations for Teachers (CSET)**: passing scores on the CSET in the subject for the credential sought. Detailed information regarding the CSET can be found at ctcexams.nesinc.com.

★ **Commission on Teacher Credentialing (CTC) approved Subject Matter Program**
A Subject Matter Preparation Program is an organized course of undergraduate study which meets the Commission on Teacher Credentialing standards for subject matter preparation.
- Subject Matter Waiver Letter from a Subject Matter Preparation Program or letter that the program is in progress signed by an authorized person in the education department of a California college or university with an approved program.
- CSU East Bay: Mathematics, Physical Education, Social Science, Music

SMC can be verified with one of the following options~continued

★ **Academic Degree Major-(Bachelor degree or higher)**

Verification of completion of an academic degree major in the exact subject area of the credential being sought. In order to meet subject matter competency by degree major, the degree major listed on your transcript must be an exact match to the authorization listed on the teaching credential.

- ○ Multiple Subject: Major in Liberal Studies, Liberal Arts, Elementary Education.

- ○ For Single Subject: the major must be an exact degree match in one of the subjects named in Education Code {Art, Dance, English, World Languages, Mathematics, Music, Physical Education, Science, Social Science and Theater}. **There are others, however, these are subjects that are aligned with the single subject credential programs offered at East Bay**

- ○ You have the option, but not required to submit a **SMC by Degree form** for verification.

- ○ *Please see CTC link~*<u>Academic Degree Major options</u>

SMC can be verified with one of the following options~continued

★ **Option to Demonstrate Subject Matter Competency (SMC)
through Coursework or a Combination of Coursework and CSETs**

This option requires completion and evaluation of coursework that addresses the Subject Matter Requirement for the credential area being sought. If your degree major listed on your transcript is not an exact match to the credential you are pursuing but in a similar major (e.g. Kinesiology, History, or Acting) you can submit an SMC Evaluation Request of coursework or coursework and exams (CSETs).

To request an SMC evaluation, you will need to submit completed forms and transcripts to show that you have had undergraduate or graduate coursework that fulfill the Domains of the Subject Matter Requirements as set by the Commission on Teacher Credentialing (CTC).

SMC Evaluation Requests can only be submitted from December 1, 2023-May 1, 2024. More information is provided on our website how to request an SMC evaluation.
SUBJECT MATTER COMPETENCY INFORMATION

SMC Evaluation Requests submitted after May 1 will not be considered. You need to take CSET exams.

Subject Matter Competency (SMC) Verification

CSET Score Report

Approved Coursework Evaluation

Degree Major matching Credential subject

Education Specialist Credential Program

Breakout Room

Statement of Purpose for Multiple & Single Subject

One essay answering both questions (300-500 words)

To be completed on provided form at <u>link</u> on application/website~

A. Why do you want to be a teacher and work with groups of students between the ages of 5–11 for Multiple Subject or between the ages of 12–17 for Single Subject?

B. How does your background and/or experience inform your decision to pursue a credential that authorizes you to work with socially, culturally, and economically diverse groups of students in the state of California?

Letters of Recommendation for Multiple & Single Subject

❖ [Letter of Recommendation Form](#): request recommenders send completed letters/forms to you to upload to your Department Application

- Submit two forms/letters of recommendation: If not using form, **only *signed/dated letters on official letterhead will meet the requirement***

- At least one of the recommenders should have observed you working with school age students in the age group of the credential you are seeking. Only one academic or professional letter of recommendation is acceptable.
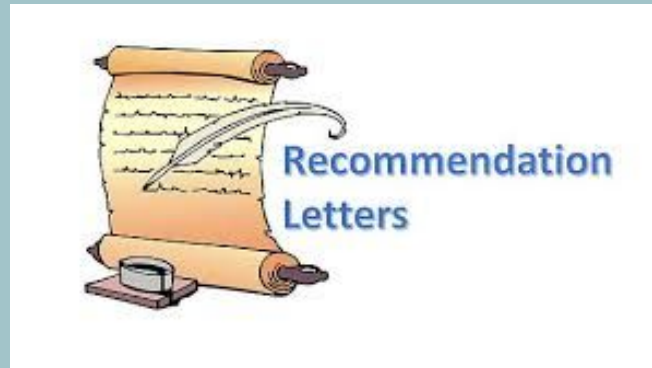
Early Field Experience Verification for Multiple & Single Subject

❖ **Early Field Experience Verification**

- **[Early Field Experience Verification Form](#)**
  45 hours within the last 5 years.
- **15 of the 45 hours <u>must</u> be in a public or private school classroom setting.**
- **30 hours can be in other venues working with children.**

- Multiple Subject-Elementary School:
    Groups of school-age students
      ages 5 through 11

- Single Subject-Middle & High School:
    Groups of students ages 12 through 17

Examples of Ways to Meet Early Field Experience Requirement

- Work/Volunteer at a school: classroom assistant; paraeducator
- Work as a substitute teacher
- Volunteer as a docent-educator at a museum, park, exhibit, etc.
- Volunteer at a recreation department
- Work in an after-school program or camp
- Serve as a tutor in a supervised environment:
  group of 5 or more students

Early Field Experience Verification Form must be signed by an official that observed or can verify your work experience.

The Interview

Start with the following:

- **Department Application:** opens December 1: Start online Department Application, upload application fee receipt, documents, and save to resume until ready to submit. csueastbay.edu/cssc

- **University Application:** Cal State Apply -**opens 2/1/24**
- Order transcripts from all schools attended **after you submit University Application.**

Interview Period (Feb-April 15)

Interviews will be scheduled for applicants who **submit complete Department Applications** (documents, application fee, etc, and click submit).

Applicants are notified via email to schedule a time slot for a group interview via Zoom. Mandatory Interviews will be scheduled during the day. Time slots are limited, so sign up quickly when you get the invite.

Questions regarding admissions and application status can be sent to **credentials@csueastbay.edu**

37

Important Dates

Summer 2024 Entry
Multiple Subject and Single Subject

★ **Department Application** csueastbay.edu/cssc

December 1, 2023 – April 1, 2024 $25 Application Fee (non-refundable)

First Application Review-February 9, 2024

Second Application Review-March 15, 2024

★ **Final deadline for Department Application**: **April 1, 2024**

★ **University Application on Cal State Apply**
February 1, 2024 – April 1, 2024
$70 Application Fee (non-refundable)

★ **Official transcripts from ALL colleges and universities are due by May 1, 2024**

38

Cal State East Bay - CSSC

Contact Information

For questions about Teacher Education Credential Programs>>
Credential Student Service Center

www.csueastbay.edu/cssc | credentials@csueastbay.edu |
510.885.2272

Please include full name and program name in inquiries

?QUESTIONS?