

To:  
From: credentials@csueastbay.edu  
Date:  
Subj: Department Admissions Interview

Dear

We are pleased to inform you that based on a review of your department admissions file, we have selected you for the admissions interview for Summer 2012. Below is information regarding the confirmed date and time - this notice supersedes any previous appointment email. The interview is mandatory and change requests are not guaranteed.

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Interview Track: **TEDSPED-MS**

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Interview Date at Time: **Wednesday, 02/29/2012 at 11:00 AM**

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Interview Location: Arts & Education Bldg, Room 114.

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#### **Common Questions Regarding Interview**

**How long will I be here?** You should plan on 30 minutes total for the interview. Plan your time carefully as late arrivals or no-shows may not be rescheduled.

**What should I wear to the interview?** There is no dress code; however, we remind you that the interview is just as important as a complete application packet.

**What should I bring to the interview?** Bring your photo ID and a printout of the [REMINDER](#) email which will be sent a few days prior to the interview date. It will contain the most updated status of your admissions file. You will be asked to turn this in when checking in to your along with the missing documents, if any.

**What should I do prior to the interview?** Be sure to have reviewed the admissions handbook found on our website.

**After the interview, when will I hear about my admissions status?** Decisions are based on many factors including the interview, file contents, and space availability. It is possible that decisions may be made as early as March for Summer 2012. You may be granted 'conditional admissions' and still be missing documents; this means that the program will hold a spot for you in the incoming cohort as long as you can meet all the admissions requirements. All missing documents must be submitted by the department and university document deadlines (dates vary slightly). You must be admitted to both the department and university in order to begin the program.

#### **Parking and Directions**

Parking fees and directions information is found [online](#)<sup>1</sup>. Parking regulations are enforced 24 hours. You may purchase an hourly parking permit for \$2.00 at Campus dispensers.

#### **Missing Documents Summary**

Below is a status of any **items missing** along with a descriptor for that item. If an admissions requirement is not listed, that means we have confirmation that you met that requirement.

If you believe that there is a discrepancy in our records, please do the following immediately:

1. Reply to this email (do not change the subject line).
2. In your email, provide: your name and the discrepancy.
3. The CSSC will respond to your email with our updated findings.

If our information is correct, please turn in the missing items at your interview (or postmarked) by the [Document Deadlines](#). University and Department deadlines differ.

#### **Regarding Transcripts**

The transcript box can not be checked off until our office receives your official copy of your degree bearing transcript, even if you earned your degree at CSUEB.

#### **Final Reminders**

**You must meet both department and university admissions requirements in order to begin the program.** You will receive a separate email regarding the department admissions decision. The university will mail to you a letter regarding your university admissions.

#### **If You Are No Longer Interested In Our Program**

Please reply to this email (do not change the subject line) with a request to cancel your department application and no further action would be needed from you. All department admissions documents are retained in our office for up to one year. For a copy of any document, please review the [Request for Contents in a Credential File](#)<sup>3</sup> form found on our website. You will need to contact the Graduate Admissions Office to cancel your university application, [gradprograms@csueastbay.edu](mailto:gradprograms@csueastbay.edu) with a message like, "Please withdraw my \_\_\_(summer, etc) 20\_\_\_ application for the \_\_\_program, I no longer wish to be considered for admission."

First, last name NET ID

Thank you for your interest in Cal State East Bay for your teacher preparation plans!

Sincerely,  
Credential Student Service Center  
(510) 885-2272

Links

1. <http://www20.csueastbay.edu/about/visitor-information/maps-campus-locations>
2. <https://my.csueastbay.edu>
3. <http://www20.csueastbay.edu/ceas/cssc/files/docs/cssc-office-form-request-for-documents-in-credential-file-fillable.pdf>

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Graduate Admission You must submit the university graduate admissions application online at: [www.CSUMentor.edu](http://www.CSUMentor.edu). Be sure to plan accordingly so you do not miss any pertinent application deadlines.

For an updated list of university admissions deadlines, see: <http://www20.csueastbay.edu/prospective/how-to-apply/deadlines-for-application/index.html>.

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**Additional Comments:**



To:  
From: credentials@csueastbay.edu  
Subj: Department Conditional Admissions Notice

Thank you for submitting the department application for the teaching credential programs at Cal State East Bay for Summer Entry 2012. We are pleased to inform you that you have been selected for conditional admissions to the following program:

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Program: **TEDSPED - M/S**

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Subject Area: **General Subjects**

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Team: **Team 40**

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With a status of **conditional admissions**, you join a select group of candidates who have passed the initial screening process. You **must** turn in all required admissions documents in order to be considered for full admissions. You will receive a separate official letter of admissions from the CSU East Bay Graduate Admissions Office to confirm your university admissions status. Please know that you must be fully admitted to **both** the department and university in order to register and begin the program this summer.

#### **Campus Location**

All effort was made to consider your preferred campus; however, please know that due to programmatic and budget considerations, the assignment of your campus is final.

Below is a list of the team numbers and the campus location assigned to those teams. All of your classes will be taken at the specified campus.

Teams at Hayward Campus: 6, 10, 17, 25, 30, 40

Teams at Concord Campus: 91, 92

#### **YOUR RESPONSE IS REQUESTED within 10 calendar days of this email notice. Please reply to this email with your selection:**

By replying to this email, you are confirming your intention on completing the admissions process. Please remember that the university's admissions notification is a separate process that takes place after you have met all the university admissions requirements. In most cases, by meeting all the department requirements you have also met the requirements for the university. You can check your status of the university admissions by viewing your [MyCSUEB](#)<sup>1</sup> account. Please do not call the Graduate Admissions Office to check your admissions status. Since the university is dealing with a much higher volume of processing than our department, it usually takes two weeks to get your notice from the university.

This acceptance is limited to the teaching credential program that begins this Winter Quarter. If you choose not to enter, you must reapply and go through the interview process again.

#### **1. ACCEPT MY DEPARTMENT ADMISSIONS**

I accept my conditional admissions. I understand that I must complete any remaining prerequisites in order to be eligible for full department and university admissions.

#### **2. DECLINE MY DEPARTMENT ADMISSIONS**

I wish to have my name removed from consideration for the teaching credential programs.

#### **Student Intent to Register (SIR)**

After you have received your university admissions notice, you should see in your MyCSUEB a "Intent to Register" link. (If you are a previous CSUEB student, please make sure you click the "applicant tab" on the top right, after you log into your MyCSUEB.) Once the SIR appears, you will need to click on it to confirm your intention to register for classes, thus confirming your university admissions. From the point you click the button, you should be able to register for your program classes within 48 business hours. Since you are entering a cohort, there will be a spot saved for you in all your classes. For more about the Student Intent to Register process, please read more [online](#)<sup>2</sup>.

A team orientation of the newly admitted students will be held in December. At this orientation, you will receive more information about classes and advising. Please wait patiently to receive further details in the coming weeks through your [Horizon e-mail](#)<sup>3</sup>.

Any questions related to your admissions status can be directed to the Credential Student Service Center at (510) 885-2272.

Again, congratulations on your acceptance. We look forward to working with you in this exciting and rewarding program.

Sincerely,

Dr. Jeanette Bicais  
Chair, Teacher Education Department

Dr. Eric Engdahl  
Credential Program Coordinator, Teacher Education Department

Links

1. <https://my.csueastbay.edu>
2. <http://www20.csueastbay.edu/prospective/after-youre-accepted/intent-to-register/>
3. <http://www20.csueastbay.edu/prospective/after-youre-accepted/csueb-e-mail/index.html>

Last modified at 3/19/2012 by

Cancel



Email Archive Detail

Cancel

To:  
From: credentials@csueastbay.edu  
Date:  
Subj: Department Reminder

Dear ,

Thank you for submitting the department application for the Special Education programs at Cal State East Bay for Spring 2014.

Your file has been reviewed and below is a status of any **items missing** along with a descriptor for that item. If an admissions requirement is not listed, that means we have confirmation that you met that requirement.

**Please note that this reminder may be received multiple times. It is as accurate as the date of the email.**

If you believe that there is a discrepancy in our records, please do the following immediately:

1. Reply to this email (do not change the subject line).
2. In your email, provide: your name and the discrepancy.
3. The CSSC will respond to your email with our updated findings.

If our information is correct, please turn in the missing items by the document deadline of March 1, 2014.

#### **Regarding Transcripts**

The transcript box can not be checked off until our office receives your official copy of your degree bearing transcript, even if you earned your degree at CSUEB.

#### **If you have been admitted to the program**

Below is a status of any **items missing from your admissions** file along with a descriptor for that item. If an admissions requirement is not listed, that means we have confirmation that you met that requirement and no further action is needed from you.

#### **Final Reminders**

**You must meet both department and university admissions requirements in order to begin the program.** You will receive a separate email regarding the department admissions decision. The university will mail to you a letter regarding your university admissions.

#### **If You Are No Longer Interested In Our Program**

Please reply to this email (do not change the subject line) with a request to cancel your department application and no further action would be needed from you. All department admissions documents are retained in our office for up to one year. For a copy of any document, please review the [Request for Contents in a Credential File](#)<sup>3</sup> form found on our website. You will need to contact the Graduate Admissions Office to cancel your university application, [gradprograms@csueastbay.edu](mailto:gradprograms@csueastbay.edu) with a message like, "Please withdraw my \_\_\_(summer, etc) 20\_\_\_ application for the \_\_\_program, I no longer wish to be considered for admission."

*First name, last name NET ID*

Thank you for your interest in Cal State East Bay for your credentialing preparation plans!

Sincerely,  
Credential Student Service Center  
(510) 885-2272

Links

1. <http://www20.csueastbay.edu/about/visitor-information/maps-campus-locations>
2. <https://my.csueastbay.edu>
3. <http://www20.csueastbay.edu/ceas/cssc/files/docs/cssc-office-form-request-for-documents-in-credential-file-fillable.pdf>

Basic Skills You must provide documentation of passage of the [basic skills requirement](#) before you can be recommended for the credential. In most cases, the BSR must be met prior to admissions into the program.

Satisfactory completion of the [Basic Skills Requirement](#)<sup>[8]</sup> (e.g., CBEST); submit original score report. Include a self-addressed stamped envelope and a photocopy of the report if you want the original returned.

TB Clearance Each applicant who is admitted into a CSUEB credential program must submit documentation of a Negative Tuberculosis Test. The test results are only valid for three years. An official, signed TB test report from a physician can be submitted as verification of one's TB clearance. Documentation is due by the admissions document deadlines.

**Additional Comments: Updated TB required (expired 9/16/2013), copy of CBEST required.**

To:  
From: credentials@csueastbay.edu  
Date:  
Subj: Mandatory TEDSPED Orientation for Summer 2012

Dear TED SPED Credential Candidate,

Congratulations on your admissions into the Teacher Ed-Special Ed ( 'TED-SPED') dual credential program for Summer 2012! The University will send out a separate official university admissions notice in the mail. The TED SPED program's mandatory orientation has been scheduled for **Thursday, May 31, 2012 from 7:30-9 PM** (more information below). You must let us know if you are out of state at that time and cannot attend, so that we can make arrangements for you to receive the necessary information in another way.

As an incoming student, your next steps are:

**1. Attend the TED-SPED Orientation**

At Orientation; you will receive information about registration, classes, fieldwork, student teaching placements, sources of financial support and other program-related details. The faculty will be present to meet and talk with you. Orientation is required for all new and returning candidates, and has been scheduled for the Hayward Campus, Thursday, May 31 2012 from 7:30-9 PM in Art and Education Building room 294, second floor.

You will register for classes, for both Summer and Fall quarters, after this Orientation. Please do not register prior to the Orientation. The first day of Summer classes will be June 25th, 2012.

**Hayward Campus Map:**

<http://www20.csueastbay.edu/about/visitor-information/maps-campus-locations/hayward-campus-map/index.html>

**Note that parking is enforced 24/7..** Please be sure to pay for parking. Daily/Hourly (\$10 a day/\$2 an hour) Permit Dispensers are located on the map.

**2. Turn in Missing Documents, if any.**

Remember, you must meet both university and department requirements in order to enroll in the program. The final document deadline is **July 15, 2012**. For more details on department deadlines and requirements, please see the admissions handbook at:

<http://www20.csueastbay.edu/ceas/cssc/files/docs/cssc-ted-ms-and-ss-admissions-handbook-summer-2012-online-rev%20082611-final.pdf>

**3. Submit your Student Intent to Register (SIR)**

For more details, see:

<http://www20.csueastbay.edu/prospective/after-youre-accepted/intent-to-register>. Approximately 48 hours after you submit your SIR, you will be able to register for classes, in accordance with your scheduled registration appointment time and after you have attended the mandatory orientation. Keep in mind that all of your credential courses will be available to you, so you do not need to worry about competing for space. Your SIR needs to be completed by June 1, 2012.

Again, congratulations on your acceptance! We look forward to working with you.

Sincerely,

Jacki L. Anderson Ph.D.  
Coordinator Moderate/Severe Disabilities Credential & Masters Degree  
Programs CSUEB  
510-885-3332  
[jacki.anderson@csueastbay.edu](mailto:jacki.anderson@csueastbay.edu)

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Last modified at 5/30/2012 by Marla Anderson

Cancel





To:  
 From: credentials@csueastbay.edu  
 Date:  
 Subj: Progress Report - Q4

## Quarter Four Progress Report

Dear

This QUARTERLY PROGRESS REPORT notification is provided to give you an update on the status of meeting curricular and non-curricular requirements in your program. If an item is met or received, it is marked with a (X); if it is missing, then it is not marked.

Take a few minutes to thoroughly review the report to make certain that the information provided is accurate. It is your responsibility to ensure that your records are correct. If you have any questions or updates to provide to our office, please reply to this email at [credentials@csueastbay.edu](mailto:credentials@csueastbay.edu).

**NOTE FOR TEDSPED ONLY:** The course number **EPSY 6999** may appear multiple times due to technical limitations of our database. All of the other courses should be accurate. For further questions regarding coursework, check your program handbook at: <http://www20.csueastbay.edu/ceas/cssc/files/docs/cssc-ted-ms-and-ss-admissions-handbook-summer-2012-online-rev%20082611-final.pdf> or consult with your program coordinator.

Thank you,

CREDENTIAL STUDENT SERVICE CENTER  
 (510) 885-2272  
<http://www20.csueastbay.edu/ceas/cssc/index.html>  
[credentials@csueastbay.edu](mailto:credentials@csueastbay.edu)  
 Office hours: Monday-Thursday 12pm to 5pm

Disclaimer: This e-mail contains information related to your program progress and eligibility for the credential document. CSSC expressly disclaims any and all liability resulting from reliance on such information for employment or other activities not handled by CSSC. This document is not a substitution for official transcripts which are issued by the University Office of the Registrar.

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## Student Instructions

### Program

Current Team	Team 40 / Summer 12
Current Team Leader	Dr. Eric Engdahl
Outcome	Preliminary Multiple Subject Teaching Credential Preliminary Education Specialist Instruction Credential: Moderate/Severe Disabilities
Subject Matter Competency	General Subjects

### Requirements

Graduate Admission	<input checked="" type="checkbox"/> Met
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TB Clearance	<input checked="" type="checkbox"/> Met	Date TB Read	02/18/2010
		Date TB Expires	
Fingerprint Clearance	<input checked="" type="checkbox"/> Met	FingerPrint Issue Date	07/26/2011
		FingerPrint Clearance	Certificate of Clearance
		Fingerprint Expire Date	
Basic Skills	<input checked="" type="checkbox"/> Met	Date of Proficiency	06/08/2002
		Proficiency Type	CBEST
		Proficiency State	
Subject Matter Competency	<input checked="" type="checkbox"/> Met	Subject Matter	General Subjects
		Achieved By	CSET
		CSET Subtest 1	101 Multiple Subjects, 03/13/2010
		CSET Subtest 2	102 Multiple Subjects, 05/07/2011
		CSET Subtest 3	103 Multiple Subjects, 07/09/2011
		CSET Subtest 4	
US Constitution Clearance	<input checked="" type="checkbox"/> Met	Satisfaction Method	US Constitution Requirement satisfied by course work
		US Constitution Course	POLS 103
CTC TPA Reporting	<input type="checkbox"/>	Highest Degree Held	
		Native English Speaker	
CSU Exit Survey	<input type="checkbox"/>		
California TPA	<input type="checkbox"/>	TPA1 Designing Instr	, Date:
		TPA2 Subj Spec Pedg	, Date:
		TPA3 Assess Learning	, Date:
		TPA4 Culminating Expr	, Date:
Course Work Complete	<input type="checkbox"/>	Grade Point Average	
		Total Units Completed	
RICA Test Clearance	<input checked="" type="checkbox"/> Met	RICA Test Date	06/11/2011
CPR Clearance	<input type="checkbox"/>	Date CPR Clear	
		Date CPR Expires	
Department Complete	<input type="checkbox"/>		

BioDemo

Course Work

**BIODEMO****COURSE WORK**

Last Name		TED5110	Term: Units: Grade:
First Name			2131 3 A
Middle Name		TED5211	Term: Units: Grade:
			2123 1 CR
Address Mailing/Local		TED5212	Term: Units: Grade:
			2132 1
Phone		TED5213	Term: Units: Grade:
Email			2132 1
Preferred		TED5214	Term: Units: Grade:
Email Home			2132 1
NetId		TED5311	Term: Units: Grade:
			2124 2 A
<b>Field Work</b>		TED5350	Term: Units: Grade:
			2131 3 A
	District: San Ramon Valley Unified	TED5351	Term: Units: Grade:
	School: Hidden Hills Elementary		2123 4 A
	Class: 3, GS	TED5352	Term: Units: Grade:
Field Work 1 Master Teacher:			2123 3 A
Supervisor:		TED5354	Term: Units: Grade:
Type: Student Teaching			2124 5 CR
Year:		TED5355	Term: Units: Grade:
	District: Hayward Unified		2123 4 A
	School: Stonebrae Elementary	TED5356	Term: Units: Grade:
	Class: 2, GS		2124 3 A
Field Work 2 Master Teacher:		TED5357	Term: Units: Grade:
Supervisor:			2124 3 A
Type: Student Teaching		TED5359	Term: Units: Grade:
Year:			2131 6 CR
		TED5360	Term: Units: Grade:
			2131 4 A
		TED5366	Term: Units: Grade:
			2132 3
		TED5372	Term: Units: Grade:
			2123 1 CR
		TED5373	Term: Units: Grade:
			2124 1 CR
		TED5374	Term: Units: Grade:
			2131 1 CR
		TED5375	Term: Units: Grade:
			2132 1
		TED5376	Term: Units: Grade:
			2124 1 A
		TED5377	Term: Units: Grade:
			2124 2 A-
		EPSY5021	Term: Units: Grade:
			2123 4 A
		EPSY5126	Term: Units: Grade:
			2124 4 A-
		EPSY5136	Term: Units: Grade:
			2124 4 A-
		EPSY6120	Term: Units: Grade:
			2131 4 A-
		EPSY6124	
		EPSY6129	

EPSY6137 Term: Units: Grade:  
2132 4

EPSY6140

EPSY6141

EPSY6142

EPSY6143 Term: Units: Grade:  
2132 4

EPSY6207

EPSY6671

EPSY6860 Term: Units: Grade:  
2132 4

EPSY6862

EPSY6880

EPSY6880

EPSY6999 Term: Units: Grade:  
2132 2

EPSY6999 Term: Units: Grade:  
2132 2

EPSY6999 Term: Units: Grade:  
2132 2

EPSY6999

EPSY6999

EPSY6999



To:  
From: credentials@csueastbay.edu  
Date:  
Subj: Applying for Credential

**This is an auto-generated email; please do not reply to this message. For questions, contact us by phone during office hours.**

Congratulations!

The Credential Student Service Center will start accepting credential applications for each quarter, depending on when you complete **all** requirements for your program. Applications will be processed as soon as we can verify that all requirements have been met and final grades have been posted. The Credential Student Service Center will be processing applications on a rolling basis daily. Applications can be submitted any time after we start accepting applications as long as all requirements have been completed.

Below you will find important dates as well as the link for the credential application.

**Spring Quarter 2016 Completers:**

Credential applications will be accepted beginning Wednesday, June 1, 2016.

The official issuance date of your credential will be June 11, 2016, or the date your last requirement is completed.

Final grades for Spring Quarter 2016 are expected to be posted on June 20, 2016. This is the date the Credential Student Service Center anticipates processing credential applications.

**Summer Quarter 2016 Completers:**

Credential applications will be accepted beginning Tuesday, September 6, 2016.

The official issuance date of your credential will be September 2, 2016, or the date your last requirement is completed.

Final grades for Summer Quarter 2016 are expected to be posted on September 12, 2016. This is the date the Credential Student Service Center anticipates processing credential applications.

**Fall Quarter 2015 Completers:**

Credential applications will be accepted beginning Thursday, December 1, 2016.

The official issuance date of your credential will be December 9, 2016, or the date your last requirement is completed.

Final grades for Fall Quarter 2016 are expected to be posted on December 19, 2016. This is the date the Credential Student Service Center anticipates processing credential applications.

Credential Completer Application:

<http://www20.csueastbay.edu/ceas/cssc/files/docs/cssc-credential-application-processing-app--receipt-2015%20Fillable.pdf>

If you cannot remember if you turned in your CPR card or any other requirement already, it's best to make another copy and turn it in with your application.

**Online CPR Certification training is NOT accepted by our office.**

**Acceptable Forms of CPR Certification:**

**American Red Cross**

Adult and Pediatric CPR/AED

(800) 733-2767 | <http://www.redcross.org/ca/san-francisco>

**American Heart Association**

BLS for Healthcare or Heartsaver CPR AED

(877) 242-4277 | <http://www.americanheart.org> or [www.heart.org](http://www.heart.org)

Best wishes,

Credential Student Service Center

CSU East Bay | Credential Student Service Center | Art & Education Building | Rm. 235 | 25800 Carlos Bee Blvd. | Hayward, CA 94542

Office Hours: Mon. - Thurs. 12 - 5, Closed Fri. | Phone: [510-885-2272](tel:510-885-2272)

Last modified at 5/2/2016 by

Cancel