



Teaching Credential Program Admissions Checklist

Please use this checklist as a guide to ensure you have submitted all of the required documents. You need to apply and be accepted to both the Department and to the University to be admitted to the program. Click on items in blue to take you to the document or page on the website. See www.csueastbay.edu/cssc

Last Name:	First Name:	Other Name (Pronouns):
		Term/Year Applying for:

Multiple Subject
 Single Subject in: _____
 On-Campus
 Online

Start the Department Application and pay the fee, and you will be notified to schedule a mandatory interview. See requirements below: **All items listed below, unless otherwise noted, must be submitted by April 1. Bachelor Degree must be conferred before the program begins.** Updated documents for Department Application file should be emailed to csscdocuments@csueastbay.edu with full name, program name, and start term in subject line.

Department Admission Requirements: Please see website for description of requirement	<input checked="" type="checkbox"/>
1. Department Application : closes April 1 : Department Application is located on the webpage for Credential Program.	<input type="checkbox"/>
2. Admissions Checklist (this form)	<input type="checkbox"/>
3. Statement of Purpose	<input type="checkbox"/>
4. Letters of Recommendation Form(2)	<input type="checkbox"/>
5. Early Field Experience Verification form(s) : Verifying minimum of 45 hours of field experience working with groups of K-12 students within the last 3 years, 15 hours in a public-school classroom, within the last 2 years: waived for 2022	<input type="checkbox"/>
6. Bachelor Degree required: Please list the school and degree major where you obtained your Bachelor's Degree: (i.e. B.A. degree in Communications from CSU East Bay): please indicate if degree is in progress and planned conferral date _____	<input type="checkbox"/>
7. GPA: Minimum undergraduate of 2.67. If GPA is below the minimum required, complete low GPA waiver if admitted.	<input type="checkbox"/>
8. University Application (Cal State Apply) : Applications close April 1	<input type="checkbox"/>
9. Tuberculosis (TB) Clearance: Negative TB Test : Risk Assessment is NOT acceptable.	<input type="checkbox"/>
10. Certificate of Clearance (or valid CTC document)	<input type="checkbox"/>
11. Basic Skills Requirement : Deadline: June 1	<input type="checkbox"/>
12. Subject Matter Competency: Copy of official passing of CSET, Subject Matter Waiver letter. Or, proof of registration for CSET subtests or proof of pending Subject matter waiver letter: Preferred deadline: June 1. Mandatory Deadline: August 1.	<input type="checkbox"/>
13. U.S. Constitution: Verification provided on transcript or exam certificate in color	<input type="checkbox"/>

University Requirements – DO NOT submit transcripts until you've submitted your University Application	<input type="checkbox"/>
1. University Application (Cal State Apply): HOW TO APPLY	<input type="checkbox"/>
2. Transcripts: Official Transcripts from all schools attended MUST be sent to Office of Graduate Admissions: HOW TO SUBMIT DOCUMENTS	<input type="checkbox"/>

Acknowledgement:

Your admission to a credential program is based upon meeting all requirements specified above, as well as contingent upon the CSU budget. A reduction in the CSU budget may affect the admission of qualified applicants to the credential program. By signing below and submitting the Department Application, you are attesting to having met requirements above and that if you fail to do so, may lead to being disqualified from admission into or continuation with the credential program at California State University, East Bay.

Signature: _____ Date: _____