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

Estimated cost is approximately $4,000/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 CSUEB Office of Financial Aid’s website at:

www.csueastbay.edu/financial_aid

FAFSA
A Preliminary Multiple Subject Teaching Credential authorizes the holder to teach in a self-contained classroom TK-12th grade; but typically for classrooms in most elementary schools, TK-5/6th grade.

This program is full-time, begins in June, and takes 3 semesters: Summer, Fall, Spring (one year) to complete.
A Preliminary 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.

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

You may also be a departmentalized teacher in Art, Music, Physical Education, or Science in an elementary school setting.
Single Subject Authorizations

- Art
- English
- World Languages: French, Hindi, Mandarin, Spanish, American Sign Language, or others
- Music
- Physical Education
- Social Science
- Dance**
- Theater**
- Foundational-Level Science* includes: General, Integrated, and Introductory levels only
- Science* foundational-level through advanced Biology, Chemistry, Earth and Space Science, or Physics
- Foundational-Level Mathematics* General Math, Probability, Algebra 1 & 2, Geometry, Statistics
- Mathematics* – All Areas (including advanced placement math classes, trigonometry, & calculus)

*Math and Science are NOT Offered for the Single Subject Online Program.

**Dance and Theater:
ONLY offered through Single Subject Online Program
CSUEB 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.

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.
<table>
<thead>
<tr>
<th>Hayward or Concord Campuses (Hybrid)</th>
<th>Online</th>
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</thead>
<tbody>
<tr>
<td>Single Subject: Art</td>
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<tr>
<td>Single Subject: English</td>
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<tr>
<td>Single Subject: Physical Education</td>
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<tr>
<td><strong>Single Subject: Mathematics (foundational or full)</strong></td>
<td><strong>Single Subject: Dance</strong></td>
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<tr>
<td><strong>Single Subject: Science (Biology, Chemistry, Earth and Space, or Physics)</strong></td>
<td><strong>Single Subject: Theater</strong></td>
</tr>
<tr>
<td><strong>Multiple Subject (in-person only; not hybrid)</strong></td>
<td><strong>Education Specialist (MMSN and ESN)</strong></td>
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Program and Admissions Requirements

❖ ✨ Program Schedules ✨ Summer Session: June 5, 2023 - July 28, 2023
❖ ✨ Classes for all programs are interactive, collaborative, applicable ✨
❖ Program overview, requirements, and application links can be found on our website. csueastbay.edu/cssc
❖ Admissions to the program at Cal State East Bay is a two-application part process. You need to apply and be accepted to BOTH the University and to the Department to be accepted to the program.

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University Application – Part 1 – Applying to the University

University Application on Cal State Apply
Summer 2023: February 1, 2023 – April 1, 2023
$70 Application Fee (non-refundable)

(www.calstate.edu/apply)

How to 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.
Select term: Summer 2023 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
- Single Subject Credential: Main Campus or under East Bay Extension for Single Subject Online
- Education Specialist-
  Education Specialist Credential - Mild to Moderate Support
  Education Specialist Credential - Extensive Support Needs
Key Points University Application through **Cal State Apply**

Opens February 1, 2023 for **Summer 2023**. Be sure to Select Correct Term

- 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
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.
University Application – Part 1 – Applying to the University

After you submit University Application on Cal State Apply:
Order Official Transcripts from all college/universities attended

- 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 CSUEB 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](http://www.csueastbay.edu/cssc)
Credential Student Service Center November-April 1, 2023

❖ 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.
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 and Theater is not offered for main campus program.
    - Math and Science is not offered for Online Single Subject Program
  - Education Specialist: Mild Moderate Support Needs or Extensive Support Needs
Official Transcripts

- Order Official Transcripts from all schools attended after you submit your University Application on Cal State Apply. 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. CSUEB 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.
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 history through 1877 with a grade of C or better
- CSUEB: History 111/110/7A or Political Science 101 or equivalent

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.
Admission Requirements

❖ **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. **A TB risk assessment does not meet the requirement, it needs to be a test.**
   - If skin test is positive, submit results of a negative Chest X-Ray exam
   - TB skin & blood tests are good for 3 years; chest x-ray is good for 5 years.

❖ **CTC Certificate of Clearance—VALID CTC Document**
   - Fingerprint Clearance from CTC
     Submit: Valid Certificate of Clearance or any valid issued CTC document: i.e., substitute, child permit
   - Three step process: (1) Fill out starred items on [Live Scan form](file:///C:/Users/...) fingerprints scanned with Live Scan agency (2) apply for Certificate of Clearance on [CTC](http://www.ctc.com) website (3) once issued: save document from CTC website and upload to application
   - For more details, see: [CERTIFICATE OF CLEARANCE](...)  
   - **DO NOT** upload the Livescan form as a placeholder: **only upload CTC issued document**
Certificate of Clearance Document from CTC
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**: 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**
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 submit a REQUEST FOR BASIC SKILLS REQUIREMENT EVALUATION form after you start your Department Application, pay and upload the $25 Department Application fee. Follow the instructions on the form.

Only upload approved and signed BASIC SKILLS REQUIREMENT EVALUATION form to Department Application.

Basic Skills Requirement needs to be submitted by April 1, 2023 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
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, only after you start Department Application. 

Not approved yet. Do not upload to Department Application.

NOT approved or signed.

Only upload or submit Approved and signed BSR Evaluation Form.

Approved and signed
Subject Matter Competency (SMC) Requirement

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

Subject Matter Competency (SMC) can be verified with 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.
• CSUEB: Mathematics, Physical Education, Social Science, Music
Subject Matter Competency Requirement

Subject Matter Competency can now be met with Degree Major

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

○ Multiple Subject: Major in Liberal Studies or Interdisciplinary Studies

○ For Single Subject applicants, 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**
Subject Matter Competency Requirement (SMC)

❖ Option to Demonstrate Subject Matter Competency through Coursework Evaluation

This option requires completion of coursework that addresses the Subject Matter Requirement for the credential area being sought. If your degree major is not an exact match to the credential you are pursuing but in a similar major (e.g. Kinesiology, History, or Drama) you can submit a request for Evaluation of Subject Matter Competency (SMC) through coursework.

To request evaluation, you will need to submit completed forms and transcripts to show that you have had undergraduate or graduate coursework that fulfills the Domains of the Subject Matter Requirements as set by the Commission on Teacher Credentialing (CTC). Please see link for more information—Subject Matter Requirements

Evaluation Review for new applicants began December 1, 2022. More information is provided on our website how to request evaluation.

❖ Option to Demonstrate Subject Matter through a Combination of Coursework and Subject Matter Examination (CSETs)
Subject Matter Competency (SMC) Verification

CSET Score Report

Approved Coursework Evaluation

Degree Major matching Credential subject
Statement of Purpose for Multiple & Single Subject

One essay answering both questions (300-500 words)

To be completed or copied and pasted on provided form at link on application/website~

A. Why do you want to work with groups of children between the ages of 5–11 for Multiple Subject or adolescents 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 **must** be in a California public school classroom.

- 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:** November: Start online Department Application, upload application fee receipt, documents, and save to resume until ready to submit. [csueastbay.edu/cssc](http://csueastbay.edu/cssc)

- **University Application:** [Cal State Apply](http://calstateapply.org)
- Order transcripts from all schools attended after you submit University Application.

**Interview Period (Feb–May) Required**

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.

Questions regarding admissions and application status can be sent to [credentials@csueastbay.edu](mailto:credentials@csueastbay.edu)
Important Dates

Summer 2023 Entry
Multiple Subject and Single Subject

★ Department Application [csueastbay.edu/cssc](http://csueastbay.edu/cssc)
November 2022 – April 1, 2023  $25 Application Fee (non-refundable)
Priority Deadline–February 10, 2023
2nd Priority Deadline–March 10, 2023
★ Final deadline for Department Application: April 1, 2023

★ University Application on [Cal State Apply](http://CalStateApply)
February 1, 2023 – April 1, 2023
$70 Application Fee (non-refundable)
★ Official transcripts from ALL colleges and universities are due by May 1, 2023
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?