

## SINGLE SUBJECT TEACHING CREDENTIAL

### Requirements for Individuals Prepared Out-of-State

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California has a two-tier credential structure. A five year preliminary credential is the first credential issued after an individual meets basic credential requirements. A clear credential is issued when all credential requirements have been completed.

A Single Subject Teaching Credential authorizes the holder to teach the specific subject(s) named on the credential in departmentalized classes such as those in most middle schools and high schools. However, a teacher authorized for single subject instruction may be assigned to teach any subject in his or her authorized fields at any grade level: preschool, grades K–12, or in classes organized primarily for adults.

The statutory subjects available for California Single Subject Teaching Credentials are as follows:

Agriculture	Languages other than English (specify)
Art	Mathematics
Biological Sciences (Specialized)	Music
Business	Physical Education
Chemistry (Specialized)	Physics (Specialized)
English	Science: Biological Sciences
Foundational-Level Mathematics	Science: Chemistry
Geosciences (Specialized)	Science: Geosciences
Health Science	Science: Physics
Home Economics	Social Science
Industrial and Technology Education	

The preliminary credential is issued for a maximum of **five years**. If requirements for the clear credential are not completed before the expiration of the preliminary, the holder will be unable to teach in California's public schools with that credential until those requirements are met and the document renewed.

### Individuals Trained Outside of the United States

Individuals who have completed their teacher preparation program outside of the United States should refer to Commission leaflet [CL-870](#), entitled *Single Subject Teaching Credential – Requirements for Individuals Trained Outside of the United States*.

### Your Application Packet

Individuals who have completed their professional preparation program outside of California may apply directly to the Commission for their initial credential by submitting an application packet consisting of **all** of the following:

1. Completed application ([form 41-4 \[pdf\]](#)), and, if not previously submitted to the Commission, a completed LiveScan receipt ([form 41-LS \[pdf\]](#)). Out-of-state residents have the option of submitting two fingerprint cards in lieu of a LiveScan receipt. If submitting fingerprint cards, current fingerprint processing fees must accompany the application packet in addition to the application processing fee. Fingerprint cards may be ordered by sending an e-mail to the Commission at [caworders@ctc.ca.gov](mailto:caworders@ctc.ca.gov).

2. Application [processing fee \[pdf\]](#)
3. Official transcripts, letters of experience, verification of completion of the [basic skills requirement](#) (if available), photocopies of out-of-state credentials, and performance evaluations as required by the route used to earn the credential. California has three routes for qualifying for out-of-state prepared teachers. Review each of the three routes to determine which route is best for you.

## ROUTE 1 - Less than Two Years of Out-of-State Teaching Experience

### Requirements for the Five-Year Preliminary Single Subject Teaching Credential

Effective issuance date January 1, 2007, individuals prepared outside of California who have less than two years of out-of-state full-time teaching experience (see Terms and Definitions) may qualify for a California teaching credential by documenting **all** of the following:

1. Baccalaureate or higher degree from a regionally-accredited college or university
2. [Basic Skills Requirement](#). Individuals may be issued a preliminary credential prior to satisfying the basic skills requirement but must meet the requirement within one year of their credential issue date. See Commission leaflet [CL-667](#), entitled [Basic Skills Requirement](#) for additional information.
3. Comparable teaching credential (see *Closely Related Single Subjects* in Terms and Definitions below) earned in a state other than California based upon completion of a professional preparation program (or alternative program) in secondary education, including student teaching, taken at a regionally-accredited institution where the program was completed
  - The credential does not have to be valid at the time of application
  - A photocopy of the out-of-state credential is acceptable verification of this requirement (front and back as applicable)
  - The subject area listed on the out-of-state credential authorization must correspond to a California subject area
  - If the credential is in a subject area that does not correspond with an area that may be listed on a California credential (see subject list above), the candidate must have completed 32 semester units of course work in the California subject area
  - If the subject matter course work has not been completed, a preliminary credential will be issued but the applicant will be required to meet California subject-matter requirements (see Terms and Definitions) before the clear credential will be issued.

### Requirements for the Clear Single Subject Teaching Credential for Route 1

Individuals may apply directly to the Commission for a clear teaching credential by submitting an application ([form 41-4 \[pdf\]](#)) and processing fees with documentation of **all** of the following:

1. Meet subject-matter competence, if not met with the issuance of the preliminary, as explained in #3 above (see Terms and Definitions)
2. Verify completion of the professional-level requirement. (See [Commission-approved Professional Teacher Induction Program](#) in Terms and Definitions)
3. Earn an authorization to teach English learners by one of the following methods:
  - a. Possess a Crosscultural, Language, and Academic Development (CLAD) Certificate or Bilingual Crosscultural, Language and Academic Development (BCLAD) Certificate or a Certificate of Completion of Staff Development issued by the Commission

- b. Holders of an out-of-state teaching credential with an English learner authorization will need to earn a CLAD Certificate. If the application for the Single Subject Teaching Credential is submitted with evidence of the out-of-state English learner authorization, the credential will be issued with the English learner authorization and individuals will not be required to obtain a separate CLAD Certificate. A separate application and fee will not be required.

*If all requirements for the preliminary and clear credential are met with the initial application, the individual will be issued the clear credential and not the preliminary.*

## ROUTE 2 - Two or More Years of Out-of-State Teaching Experience

### Requirements for the Five-Year Preliminary Single Subject Teaching Credential

Effective issuance date January 1, 2007, individuals prepared outside of California who verify two or more years of out-of-state full-time teaching experience (see Terms and Definitions) may qualify for a California teaching credential by documenting **all** of the following:

1. Baccalaureate or higher degree from a regionally-accredited college or university
2. [Basic Skills Requirement](#). Individuals may be issued a preliminary credential prior to satisfying the basic skills requirement but must meet the requirement within one year of their credential issue date. See Commission leaflet [CL-667](#), entitled [Basic Skills Requirement](#) for additional information.
3. Comparable teaching credential (see *Closely Related Single Subjects* in Terms and Definitions below) earned in a state other than California based upon completion of a professional preparation program (or alternative program) in secondary education, including student teaching, taken at a regionally-accredited institution where the program was completed.
  - The credential does not have to be valid at the time of application
  - A photocopy of the out-of-state credential is acceptable verification of this requirement (front and back as applicable)
  - The subject area listed on the out-of-state credential authorization must correspond to a California subject area
  - If the credential is in a subject area that does not correspond with an area that may be listed on a California credential (see subject list above), the candidate must have completed 32 semester units of course work in the California subject area
  - If the subject matter course work has not been completed, a preliminary credential will be issued but the applicant will be required to meet California subject-matter requirements (see Terms and Definitions) before the clear credential will be issued
4. Two years or more of out-of-state full-time teaching experience (see Terms and Definitions)

### Requirements for the Clear Single Subject Teaching Credential for Route 2

Individuals may apply directly to the Commission for a clear teaching credential by submitting an application ([form 41-4 \[pdf\]](#)) and processing fees with documentation of **all** of the following:

1. Meet subject-matter competence, if not met with the issuance of the preliminary (see Terms and Definitions)
2. Complete the professional-level requirement by **one** of the following methods:
  - a. 150 clock hours of professional activities, documented on *Verification of Completion Form* [CL-820A](#)
  - b. A master's degree or higher or an equivalent number of units in a field related to the credential from a regionally-accredited university

- c. A bachelor's degree that consisted of a minimum of 150 semester units (or 225 quarter units). The course work must have been completed prior to receiving the bachelor's degree. See [Coded Correspondence 00-0015](#) for additional information.
3. Earn an authorization to teach English learners by **one** of the following methods:
    - a. Possess a Crosscultural, Language, and Academic Development (CLAD) Certificate or Bilingual Crosscultural, Language and Academic Development (BCLAD) Certificate or a Certificate of Completion of Staff Development issued by the Commission
    - b. Holders of an out-of-state teaching credential with an English learner authorization will need to earn a CLAD Certificate. If the application for the Single Subject Teaching Credential is submitted with evidence of the out-of-state English learner authorization, the credential will be issued with the English learner authorization and individuals will not be required to obtain a separate CLAD Certificate. A separate application and fee will not be required.

*If all requirements for the clear credential are met with the initial application, the individual will be issued the clear credential and not the preliminary.*

### ROUTE 3 - National Board for Professional Teaching Standards Certification

Teachers who are certified by the [National Board for Professional Teaching Standards](#) will be issued a Clear Single Subject Teaching Credential in the subject area in which they have received National Board Certification (see Table 1). This includes those who obtained National Board Certification after their California Preliminary Single Subject Teaching Credential was issued. Individuals applying under this route are exempt from the basic skills requirement and all other credential requirements.

Individuals applying for the clear credential under Route 3 may apply directly to the Commission for a clear teaching credential by submitting **all** of the following:

1. Photocopy of National Board Certification
2. Completed application ([form 41-4 \[pdf\]](#)), and, if not previously submitted to the Commission, a completed LiveScan receipt ([form 41-LS \[pdf\]](#)). Out-of-state residents have the option of submitting two fingerprint cards (FD-258) in lieu of a LiveScan receipt. If submitting fingerprint cards, current fingerprint [processing fee \[pdf\]](#) must accompany the application packet.
3. Application [processing fee \[pdf\]](#)

### Transition Renewal Options for Out-of-State Prepared Teachers Issued a Single Subject Teaching Credential Prior to January 1, 2007

Individuals who were issued a Preliminary Single Subject Teaching Credential prior to January 1, 2007 on the basis of completion of an out-of-state teacher preparation program may transition to the new requirements under Senate Bill 1209 or they may complete the renewal requirements listed on their document. Additional information can be found in [Coded Correspondence 06-0027](#).

### Private School Experience

Individuals who have three or more years teaching experience in a private school should refer to the information leaflet entitled *Single Subject and Multiple Subject Teaching Credentials – Requirements for Teachers with Private School Experience* ([CL-834 \[pdf\]](#)) for information on additional ways to qualify.

## Terms and Definitions

*Closely Related Single Subjects:* Applicants applying under Route 1 or Route 2 must have either an out-of-state credential in the subject area sought or in a closely related subject acceptable to the Commission. If the subject listed on the out-of-state credential does not appear within the list below, Commission staff will evaluate the individual's transcripts for subject matter competence by looking for 32 semester units in the subject area.

The academic majors for single subject credentials include the following:

**Agriculture:** agribusiness, animal science, agriculture mechanics, agriculture science, forestry, plant science, landscaping, crop science, dairy science, natural resources management, horticulture, or soil science

**Art:** art history, art appreciation or studio art

**Business:** accounting, business management, economics (business), business administration, finance, or marketing

**English:** composition, drama, journalism, speech, theatre arts, debate, forensics, or literature

**Health Science:** child development, foods, nutrition, health science, human sexuality, or public health

**Home Economics:** child development, foods, nutrition, interior design, or clothing

**Industrial and Technology Education:** photography, radio and television, industrial technology, computer education/science, or industrial design

**Language Other than English:** French, German, Spanish, or any language other than English, including American Sign Language

**Mathematics:** algebra, calculus, statistics, probability, or mathematics

**Music:** instrumental or vocal music

**Physical Education:** dance, kinesiology or physical education

**Science: Biological Sciences:** biology, marine biology, anatomy, ecology, environmental science, genetics, zoology, physiology, life science, or botany

**Science: Chemistry:** chemistry or biochemistry

**Science: Geoscience:** astronomy, earth science, ecology, oceanography, meteorology, or geology

**Science: Physics:** physics or thermodynamics

**Social Science:** anthropology, economics (social science), psychology, sociology, geography, government, political science, or history

*Commission-approved [Professional Teacher Induction Program](#):* A program of situated learning for the preliminary credentialed teacher. A *Verification of Induction Program Completion Form* must be signed by the induction program director or designee. Individuals should contact their employing agency concerning enrollment in an induction program.

*Full-time Teaching Experience:* (Original evaluations or photocopies of the teacher's performance for at least two years of teaching must also be submitted.)

- Experience must be full-time teaching; no part-time or a combination of teaching and other school employment will be accepted
- All experience must be gained in regionally-accredited schools in states or U.S. Territory other than California
- Teaching experience does not need to correspond with the type of certification requested and may be a combination of regular education and special education

- Adult and vocational education experience is not acceptable
- Teaching experience gained in California is not acceptable
- Teaching experience must be verified by the superintendent, assistant superintendent, or director of personnel on official letterhead of the district or districts where the teacher was employed
- Day-to-day substitute teaching experience is not acceptable

*Subject-Matter Competence:* The out-of-state credential authorization must correspond to a California subject area in order for the Commission to issue a credential. If the credential is in a subject area that does not correspond with an area that may be listed on a California credential, the candidate must have completed 32 semester units of course work in the California subject area. If the subject matter course work has not been completed, a preliminary credential will be issued but the applicant will be required to meet California subject-matter requirements before the clear credential may be issued. See Commission leaflet entitled *Verifying Subject Matter Competence for Single Subject Teaching Credentials (CL-674S)* for more information.

California participates in the NASDTEC Interstate Agreement. Visit the NASDTEC website for more information. <http://www.nasdtec.org/agreement.tpl>

*Reference: California Education Code, Sections 44227, 44259, 44274, 44274.1, 44274.2, 44275.3, and 44275.4, and Title 5, California Code of Regulations, Section 80025.1*

**TABLE 1**

**National Board for Professional Teaching Standards Certification**

National Board Certification	California Certification
Early and Middle Childhood Certificate in Art, or Early Adolescence through Young Adulthood Certificate in Art	Professional Clear Single Subject Teaching Credential in Art
Early Adolescence Certificate in English Language Arts, or Adolescence and Young Adulthood Certificate in English Language Arts	Professional Clear Single Subject Teaching Credential in English
Early Adolescence through Young Adulthood Certificate in Career and Technical Education	Professional Clear Single Subject Teaching Credential in Industrial and Technology Education
Early Adolescence through Young Adulthood Certificate in World Languages Other Than English	Professional Clear Single Subject Teaching Credential in Languages Other Than English (specify language)
Early Adolescence Certificate in Mathematics, or Adolescence and Young Adulthood Certificate in Mathematics	Professional Clear Single Subject Teaching Credential in Mathematics
Early and Middle Childhood Certificate in Music, or Early Adolescence through Young Adulthood Certificate in Music	Professional Clear Single Subject Teaching Credential in Music
Early and Middle Childhood Certificate in Physical Education, or Early Adolescence through Young Adulthood Certificate in Physical Education	Professional Clear Single Subject Teaching Credential in Physical Education
Early Adolescence Certificate in Science, or Adolescence and Young Adulthood Certificate in Science	Professional Clear Single Subject Teaching Credential* Science: Biological Sciences Science: Chemistry Science: Geosciences Science: Physics
Early Adolescence Certificate in Social Studies-History, or Adolescence and Young Adulthood Certificate in Social Science-History	Professional Clear Single Subject Teaching Credential in Social Science

*\* Teachers holding National Board for Professional Teaching Standards Certification in the area of Science will be issued the specific California science authorization based upon an out-of-state credential or official transcripts from a regionally-accredited college or university*

