

TEACHER LIBRARIAN SERVICES CREDENTIAL

The Teacher Librarian Services Credential authorizes the holder to perform **all** of the following duties:

- Instruct pupils in the choice and use of library materials
- Plan and coordinate school library programs with the instructional programs of a school district
- Select materials for school and district libraries
- Coordinate or supervise library programs at the school district or county level
- Plan and conduct a course of instruction for those pupils who assist in the operation of school libraries
- Supervise classified personnel assigned school library duties
- Develop procedures for and management of the school and district libraries

Requirements for the Clear Credential

Individuals must satisfy **all** of the following requirements:

1. A bachelor's degree or higher from a regionally-accredited college or university
2. Hold a valid prerequisite California teaching credential as follows:
 - a. a credential that required completion of a professional teacher preparation program, including student teaching, or
 - b. a clear full-time designated subjects teaching credential, provided the holder also possesses a baccalaureate degree from a regionally accredited institution and has passed the basic skills proficiency test.*
3. Complete **one** of the following:
 - a. A Commission-approved Teacher Librarian Services Credential program, securing the formal recommendation of the California college or university where the program was completed
 - b. An out-of-state Teacher Librarian Services Credential program consisting of at least 30 graduate semester units approved by the appropriate state agency where the program was completed. Official transcripts must be submitted, along with a photocopy of the out-of-state credential or a letter from the issuing state's licensing agency verifying eligibility for the credential.
4. Satisfy the [basic skills requirement](#). See Commission leaflet [CL-667](#), entitled *Basic Skills Requirement* for additional information. Individuals who completed their professional preparation program out-of-state may contact their California employer about the possibility of obtaining a One-Year Nonrenewable (OYNR) credential pending completion of the basic skills requirement.

National Board for Professional Teaching Standards Certification

Teachers who are certified by the [National Board for Professional Teaching Standards](#) in the area of Early Childhood through Young Adulthood—Library Media may be issued a Clear Teacher Librarian Services Credential. Individuals applying for the clear credential under this route may apply directly to the Commission either [online](#) (supporting documentation must be submitted by mail) or by submitting an application packet by mail verifying **all** of the following requirements:

1. Hold a valid prerequisite California teaching credential as follows:
 - a. a credential that required completion of a professional teacher preparation program, including student teaching, or
 - b. a clear full-time designated subjects teaching credential, provided the holder also possesses a baccalaureate degree from a regionally accredited institution and has passed the basic skills proficiency test.*
 2. Photocopy of National Board Certification
 3. Completed application ([form 41-4](#)), and, if not previously submitted to the Commission, a completed LiveScan receipt ([form 41-LS](#)). 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](#) must accompany the application packet.
 4. Application [processing fee](#)
- * If you do not hold a prerequisite teaching credential, contact the Commission office or a California Commission approved program sponsor agency about obtaining an appropriate basic credential.

NOTE: Effective issuance date January 1, 2008, the Commission began issuing librarian credentials as Teacher Librarian Services Credentials. This was a title change from the Library Media Teacher Services Credentials issued since July 15, 1990 and has no effect on the credential requirements. When a Library Media Teacher Services Credential is renewed or undergoes a name change on or after January 1, 2008, the new credential will be issued as a Teacher Librarian Services Credential.

[Click Here for Commission-Approved Professional Preparation Programs](#), or visit the Commission's website at www.ctc.ca.gov

References: California Education Code Section 44269, California Code of Regulations, Title 5, §80053