

State Of California  
Commission On Teacher Credentialing

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## ENGLISH LEARNER AUTHORIZATION/CLAD CERTIFICATE

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The English Learner (EL) Authorization and Crosscultural, Language, and Academic Development (CLAD) Certificate authorize instruction to English learners. For a summary of all documents that authorize instruction to EL students, see the leaflet *Serving English Learners*, [CL-622](#). The section below lists the types of instruction authorized. Each type of instruction is defined below.

### Types of Instruction Authorized by the EL Authorization/CLAD Certificate

- Instruction for English Language Development (ELD)
- Specially Designed Academic Instruction Delivered in English (SDAIE)

### Definitions of Types of Instruction

*English Language Development* (ELD) is a content subject area. ELD is instruction appropriate for the level of language proficiency as identified for each EL student. The instruction is designed to promote the effective and efficient acquisition of listening, speaking, reading, and writing skills of the EL student. This type of instruction is also known as *English as a Second Language* (ESL) or *Teaching English to Speakers of Other Languages* (TESOL).

*Specially Designed Academic Instruction Delivered in English* (SDAIE) is an instructional approach designed to increase the level of comprehensibility of the English language in the content area of the class. The specially designed content instruction in subject matter, such as math or social science, is presented in English to English learners in classes which are restricted to instruction in the subject area and grade level of the prerequisite credential or permit (as applicable).

### Authorization

English Language Development (ELD) is authorized with most prerequisite credentials or permits (see #1 under *Requirements*), at preschool and grades K–12. With a Children’s Center Instructional Permit, Children’s Center Supervision Permit, or Child Development Permit, ELD is limited to the programs authorized by the permit. With a Designated Subjects Teaching Credential in adult education, ELD is limited to classes organized primarily for adults. With all prerequisite credentials or permits, Specially Designed Academic Instruction Delivered in English (SDAIE) is authorized in subjects and grade levels of the prerequisite credential or permit.

### Requirements for the EL Authorization/CLAD Certificate

1. Possess a valid California teaching credential, Speech-Language Pathology or Clinical or Rehabilitative Services Credential with a Special Class Authorization, School Nurse Services Credential with a Special Teaching Authorization in Health, Visiting Faculty Permit, Children’s Center Permit (excluding emergency), or Child Development Permit (excluding Assistant and Associate Permits) that authorizes the holder to provide instruction to pupils.

The following, however, are **not** appropriate prerequisite credentials or permits:

- Emergency Permits
- Provisional Internship Permits
- Short-Term Staff Permits
- District Intern Credentials
- University Intern Credentials
- Exchange Credentials
- Sojourn Certificated Employee Credentials
- Services credentials without a special class authorization

2. Verification of experience learning a second language obtained through one of the options described in “Options for Satisfying the Second Language Requirement for those without a Bachelor’s Degree” sections A through P on pages 6 and 7 of this leaflet. Individuals who hold a bachelor’s degree from a regionally-accredited college or university are deemed to have satisfied the second language requirement.
3. Verify **one** of the following:
  - a. Passing scores on Tests 1, 2 and 3 of the California Teacher of English Learners (CTEL) Examination. Scores used for certification purposes may be no older than five years from the individual passed exam date.
  - b. Completion of course work in a Commission-approved CTEL program. Once the program has been completed, the program sponsor must recommend the applicant for the EL Authorization or CLAD Certificate.
  - c. Completion of course work in a Commission-approved CTEL program combined with passing scores on the CTEL Examination, based on equivalency as determined by a Commission-approved CTEL program. For more information, see [Coded Correspondence 10-07](#).
  - d. Possession of a Supplementary Authorization in English as a Second Language (no longer initially issued as of July 1, 1996) **and** completion of three semester units of college course work in the theories and methods of SDAIE **or** possession of a Certificate of Completion of a 45-hour SDAIE program conducted by a California school district. Coursework completed under this option must be verified by a Commission-approved CTEL program for a determination of equivalency. The CTEL program will determine remaining requirements based on prior coursework and experience and recommend the applicant when all program requirements are satisfied.
  - e. Possession of an SB 1969 Certificate of Completion issued by a school district or county office of education, or a Certificate of Completion of Staff Development (CCSD) issued by the Commission **and** completion of nine semester units of upper division coursework verified by a Commission-approved CTEL program for a determination of equivalency. The Certificate of Completion or CCSD satisfies 3 upper-division semester units towards the CLAD Certificate for each 45-hour program completed. The CTEL program will determine remaining requirements based on any prior coursework and experience and recommend the applicant when all program requirements are satisfied.
  - f. Possession of the [National Board for Professional Teaching Standards](#) certificate in Early and Middle Childhood/English as a New Language **or** Early Adolescence through Young Adulthood/English as a New Language. A photocopy of the certificate must be submitted along with the application packet.

#### Important notes regarding options “a,” “d” and “e”:

- The last administration of the CLAD examinations was June 24, 2006. Since more than five years has elapsed from this date, these examinations are no longer eligible to be used for initial issuance of a CLAD Certificate.
- Course work completed before January 31, 2008 may no longer be used to meet these requirements for certification

- Individuals having completed course work outside of the current CTEL programs must contact an institution of higher education with a Commission-approved CTEL program to determine course work equivalency
- The final date for issuing a CCSD to those who hold a Multiple Subject, Single Subject, Education Specialist, or other previously issued elementary, secondary, and special education credentials was January 1, 2008. Currently, CCSDs are only available to holders of Designated Subjects Vocational or Career Technical Education Credentials, special subject teaching credentials, and service credentials with a special class authorization.

Those who did not complete all of the previous CLAD course work required to qualify for certification by January 31, 2008, **and** obtain the EL authorization or CLAD certificate issued by January 31, 2011, will need to contact an institution with an approved CTEL program to determine if course work they have completed may be applied toward that program ([see Coded Correspondence 10-22](#)).

### **Out-of-State Prepared Individuals with English Learner (EL) Authorization**

If an individual is applying for a Multiple Subject, Single Subject, or Education Specialist Teaching Credential and evidence of a full EL authorization from a state other than California is submitted with that application packet, there is no need to apply separately for the EL Authorization or CLAD Certificate; the EL authorization will be listed on the corresponding teaching credential. There is no need to submit a separate application and fee if applying via this method.

All other individuals who hold an EL authorization from a state other than California may apply directly to the Commission for an EL Authorization or CLAD Certificate by satisfying all of the following:

1. Possess a valid California prerequisite credential
2. Submit a copy of the out-of-state credential verifying a full EL authorization
3. Submit a completed application ([form 41-4](#))
4. Submit full application [processing fees](#)

### **Earning an EL Authorization/CLAD Certificate through Course Work**

Earning an EL Authorization or CLAD Certificate through course work is an alternative to earning the certificate by examination. [Commission-approved programs](#) for the CLAD Certificate based on the California Teacher of English Learner (CTEL) standards became available in January 2008. Once the program has been completed, the program sponsor must recommend the applicant for the EL Authorization or CLAD Certificate.

### **Information About the CTEL Examination**

The CTEL Examination consists of the following three subtests:

CTEL 1: Language and Language Development

CTEL 2: Assessment and Instruction

CTEL 3: Culture and Inclusion

Information regarding exam dates, fees, and registration may be obtained by contacting the CTEL program directly.

**CTEL Program**  
Evaluation Systems  
Group of Pearson  
P.O. Box 340819  
Sacramento, CA 95834-0819  
<http://www.ctel.nesinc.com>  
(866) 851-3815 or (916) 928-4002

9:00 a.m.–5:00 p.m. Pacific time, Monday–Friday,  
excluding holidays  
7:00 a.m.–3:00 p.m. Pacific time, Saturday exam  
dates only  
TTY: (916) 928-4191  
(Automated Information System available 24  
hours daily)

### **Applying for the EL Authorization Based on a Previously Issued Comparable Document**

Individuals who hold a valid Language Development Specialist (LDS) or CLAD Certificate may apply to have the EL authorization added to any eligible prerequisite credential or permit with the submission of an application ([form 41-4](#)) and current application [processing fee](#). This action is **not** required. These documents remain valid as long as the holder's prerequisite credential is valid.

### **Applying for the EL Authorization/CLAD Certificate**

Individuals who have met all of the requirements for an EL Authorization or CLAD Certificate by examination or out-of-state equivalency may apply directly to the Commission by submitting items 1-4 listed below (as applicable):

1. **One** of the following:
  - a. Original or photocopy of a CTEL examination score report
  - b. Photocopy of the out-of-state credential listing a full English learner authorization
2. Verification of the second language requirement if you do not hold a bachelor's degree (See options A through P listed on pages 6 and 7 in this leaflet)
3. Completed application ([form 41-4](#))
4. Application [processing fee](#)

Applicants requesting the EL authorization who hold more than one eligible document must designate the specific prerequisite document to which the authorization should be added. If more than one valid prerequisite document is held, it is not necessary to file an additional application or pay an additional fee, as the authorization on one document already applies to all other valid prerequisites held by the teacher. However, if an individual wants to add the authorization to more than one document, a separate application and fee will be required for each additional valid prerequisite document.

Submit the materials listed above, either through your employer or directly to:

**Commission on Teacher Credentialing**  
Certification, Assignments and Waivers Division  
1900 Capitol Avenue  
Sacramento, CA 95811-4213

**NOTE:** Individuals applying for the CLAD Certificate based on passage of the appropriate Commission-approved CTEL exams only may apply directly to the Commission for this certification using the [Online Direct Application](#) process.

**OPTIONS FOR SATISFYING THE SECOND LANGUAGE REQUIREMENT FOR THOSE WITHOUT A BACHELOR'S DEGREE** (These options may be used in lieu of a bachelor's degree from a regionally-accredited college or university. Options A-P must be satisfied with a single language.)

- A. Complete six semester units (or nine quarter units) in course work that emphasizes the learning of a language other than English, including American Sign Language (A grade of "C" or better, "Pass," or "Credit" must be earned in each course.) This option must be verified by an official transcript from a regionally-accredited college or university, or comparable institution outside the United States. Professional Development and Continuing Education Units from such institutions are acceptable. Course work in the methodology of teaching a language is **not** acceptable. (See option P.)
- B. Complete 90 hours of language training, with a grade of "C" or better or the equivalent, in a language other than English offered under the auspices of the California Department of Education's Bilingual Teacher Training Program (BTTP), or by a county office or school district whose program, prior to its implementation, has been deemed equivalent to the BTTP by the California Department of Education (This training is to be verified by a letter signed by an authorized representative of the BTTP, county, or district program. [See option P])
- C. Complete training in a language other than English given by the Peace Corps to volunteers preparing to serve in a non-English speaking country, verified by official Peace Corps documentation
- D. Pass of any **two** of the four parts—listening, reading, speaking, and writing of Test 6 of the BCLAD Examinations, verified by an official score report. The BCLAD Examination is no longer initially offered. Passing exam scores remain valid for seven years from the individual test date.
- E. Pass any nationally administered, standardized examination in a language other than English for which the Commission has established a passing score, verified by an official score report. Currently, this includes the California Subject Examinations for Teachers (CSET) in American Sign Language, Arabic, Armenian, Cantonese, Farsi, Filipino, French, German, Hmong, Japanese, Khmer, Korean, Mandarin, Punjabi, Russian, Spanish, and Vietnamese
- F. Obtain a proficiency level of "novice-high" or above on the American Council on the Teaching of Foreign Languages, Inc. Proficiency Guidelines or "0+" (zero plus) or above on the Interagency Language Roundtable (ILR) (currently available only to government employees) Proficiency Descriptions, verified by an official score report
- G. Obtain a score on a College-Level Examination Program examination in a language other than English administered by the College Board equal to or higher than the minimum score recommended by the American Council on Education for awarding credit for two semesters, verified by an official score report (For more information, contact CLEP at [609] 771-7865.)
- H. Possess a teaching credential from another state that authorizes instruction in a language other than English, verified by a copy of the credential
- I. Reside in a non-English speaking country or countries for 12 consecutive months at age 18 or older, verified by passports, work visas, letters from employers, or other documents

- J. Complete one academic year (over a single period) at age 14 or above at a school in which instruction was provided in all subject areas, and all instruction, except in the subject area of English, was delivered in a language other than English, verified by an official transcript or a letter from the school
- K. Complete two academic years, between the ages of 10 and 14, at a school in which instruction was provided in all subject areas, and all instruction, except in the subject area of English, was delivered in a language other than English, verified by an official transcript or a letter from the school
- L. Initial arrival at age 12 or older in the United States after having spent the years from birth to age 12 in a non-English speaking country or countries, verified by a birth certificate, passport, entry visas, or other documents
- M. Complete three years school course work in a single language other than English. (The course work must be taken in grades 7–12, with an overall average grade of “B” or better. This option must be verified by an official school transcript or an original letter from the principal, school registrar, or authorized district representative of the school where the course work was completed.)
- N. Pass an Advanced Placement Examination offered through Educational Testing Service (ETS) at a level for which college credit or advanced standing in a language other than English is awarded (This option must be verified by either an official transcript from a regionally-accredited college or university showing credit awarded via the examination, or by an original letter from the institution’s registrar or admissions office indicating that advanced standing was awarded.)
- O. Pass a college or university placement examination in a language other than English that satisfies a one-year second language requirement, results in six semester units in the language awarded on transcripts, or serves as the prerequisite to the second year course in the same language (This option must be verified by either an official transcript from a college or university showing credit awarded via the examination, or by an original letter from the institution’s registrar or admissions office indicating the number of units granted or describing the advanced placement resulting from the examination.)
- P. Any combination of options “A” and “B” above resulting in the equivalent of six semester units of course work in a single foreign language (Fifteen hours of BTTP training are considered equivalent to one semester unit of course work at a regionally-accredited college or university.)

[Click Here for Commission-Approved CTEL Programs](#), or visit the Commission’s website at [www.ctc.ca.gov](http://www.ctc.ca.gov)

*Reference: California Education Code, Sections 44203 and 44253.1 through 44253.10; and Title 5, California Code of Regulations, Sections 80015 through 80016, 80024.1 through 80024.2.1, 80024.7, and 80024.8*