

State Of California
Commission On Teacher Credentialing

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EDUCATION SPECIALIST INSTRUCTION CREDENTIAL Requirements for Individuals Prepared Out-of-State

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

The Education Specialist Instruction Credential authorizes the holder to teach in the area of specialization listed on the credential in the following settings:

- Special day classes
- Special schools
- Home/hospital settings
- Correctional facilities
- Nonpublic schools and agencies
- Resource rooms

Areas of Specialization

- *Mild/Moderate Disabilities (M/M)*
Includes specific learning disabilities; mild to moderate mental retardation; attention deficit and attention deficit hyperactivity disorders; serious emotional disturbance; and authorizes service in grades K-12 and in classes organized primarily for adults through age 22.
- *Moderate/Severe Disabilities (M/S)*
Includes autism; deaf-blindness; moderate to severe mental retardation; multiple disabilities; serious emotional disturbance; and authorizes service in grades K-12 and in classes organized primarily for adults through age 22.
- *Deaf and Hard of Hearing (DHH)*
Includes deafness; hearing impairment; deaf-blindness; and authorizes service to individuals ages birth through 22.
- *Visual Impairments (VI)*
Includes blindness; visual impairment; deaf-blindness; and authorizes service to individuals ages birth through 22.
- *Physical and Health Impairments (PHI)*
Includes orthopedic impairment; other health impairment; multiple disabilities; traumatic brain injury; and authorizes service to individuals ages birth through 22.
- *Early Childhood Special Education (ECSE)*
Includes the mild/moderate and moderate/severe disabilities listed above, and authorizes service to children ages birth to prekindergarten only.

The credentialing process in California includes a sequence of requirements that teachers are given up to **five years** to complete. Teachers receiving the preliminary credential are making a commitment to complete the process and obtain the clear credential. 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-872](#), entitled *Education Specialist Instruction 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](#)) 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 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 a request by e-mail to caworders@ctc.ca.gov.
2. Application [processing fee](#)
3. Official transcripts, letters of experience, verification of completion of the [basic skills requirement](#), 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 education specialists. 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 Level I Education Specialist Instruction 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 in another state or U.S. territory 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 complete the requirement within one year of their credential issue date. See Commission leaflet [CL-667](#), entitled [Basic Skills Requirement](#) for additional information.
3. Comparable special education teaching credential earned in a state other than California based upon completion of a professional preparation program (or alternative program) in special education, including student teaching, taken at a regionally-accredited institution where the program was completed. The program must align with a disability area authorized on a California credential (see list above).

If the out-of-state credential was not issued in a disability area that aligns with California's disability areas, a minimum of 24 semester units in special education must have been completed. The following criteria applies:

- Twelve (12) of the units must have been completed in the requested disability area, including student teaching

- If an individual has 24 semester units in special education course work but does not have 12 semester units in the requested disability area, the Commission may deem the program comparable if student teaching was completed in the requested disability area or if two years of out-of-state teaching experience was completed in the requested disability area
- A letter from the college or university verifying student teaching content will be required if the disability area is not clearly identified on the transcripts
- If 12 of the required 24 semester units of comparable special education course work in a specific disability area cannot be found, the Commission may issue a preliminary credential but the individual will need to complete a Commission-approved Level I special education program in addition to all other renewal requirements listed on the document to earn a clear credential
- 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.

Requirements for the Clear Level II Education Specialist Instruction Credential for Route 1

Individuals will need to complete **all** of the following to qualify for the Level II credential:

1. A Commission-approved Level II Education Specialist Program at a California college or university, including an individualized induction plan designed in collaboration with your employer and a California college or university with a Commission-approved education specialist program in the disability area listed on your Preliminary Level I credential and obtain the formal recommendation for the credential by the college or university where the individualized induction plan was completed
2. 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 Education Specialist Instruction 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 Level I Education Specialist Instruction Credential

Effective issuance date January 1, 2007, individuals prepared outside of California who have two or more years of out-of-state full-time teaching experience in another state or U.S. territory 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 complete the requirement within one year of their credential issue date. See Commission leaflet [CL-667](#), entitled [Basic Skills Requirement](#) for additional information.
3. Comparable special education teaching credential earned in a state other than California based upon completion of a professional preparation program (or alternative program) in special education,

including student teaching, taken at a regionally-accredited institution where the program was completed. The program must align with a disability area authorized on a California credential (see list above).

If the out-of-state credential was not issued in a disability area that aligns with California's disability areas, a minimum of 24 semester units in special education must have been completed. The following criteria applies:

- Twelve (12) of the units must have been completed in the requested disability area, including student teaching
- If an individual has 24 semester units in special education course work but does not have 12 semester units in the requested disability area, the Commission may deem the program comparable if student teaching was completed in the requested disability area or if two years of out-of-state teaching experience was completed in the requested disability area
- A letter from the college or university verifying student teaching content will be required if the disability area is not clearly identified on the transcripts
- If 12 of the required 24 semester units of comparable special education course work in a specific disability area cannot be found, the Commission may issue a preliminary credential but the individual will need to complete a Commission-approved Level I special education program in addition to all other renewal requirements listed on the document to earn a clear credential.
- 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.

4. Two years or more of out-of-state full-time teaching experience (see Terms and Definitions)

Requirements for the Clear Level II Education Specialist Instruction Credential for Route 2

Individuals may apply directly to the Commission for the Level II credential by completing **all** of the following:

1. Complete **one** of the following:

- a. 150 clock hours of activities that contribute to the individual's teaching competence, performance, effectiveness, and that assist the applicant in meeting or exceeding standards for professional preparation established by the Commission. These activities must be documented on CCTC form [CL-820A](#) and verified by the employer's director of curriculum and instruction in the subject area listed on the credential
- b. A master's degree or higher or an equivalent number of units in a field related to the credential from a regionally-accredited college or university

2. 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 Education Specialist Instruction 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 3 - National Board for Professional Teaching Standards Certification

Individuals who are certified by the [National Board for Professional Teaching Standards](#) in *Exceptional Needs/Early Childhood through Young Adulthood* will be issued a Clear Level II Education Specialist Instruction Credential. This includes those individuals who obtained National Board Certification after their California Preliminary Level I Education Specialist Instruction Credential was issued. Individuals qualifying under route 3 are exempt from the basic skills requirement and all other credential requirements.

Individuals who are certified by the National Board for Professional Teaching Standards in the area of Special Education will be issued the specific California special education authorization based upon the course work completed within the teacher preparation program. All course work must be submitted on official transcript from a regionally-accredited college or university.

Those qualifying under Route 3 may apply directly to the Commission for their Level II teaching credential by submitting **all** of the following:

1. Photocopy of National Board Certification
2. 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 fees](#) must accompany the application packet.
3. Photocopy of out-of-state credential with a corresponding specific disability area or official transcripts verifying twenty-four (24) semester units of special education course work including twelve (12) semester units in a corresponding specific disability area
4. Application [processing fee](#)

Transition Renewal Options for Out-of-State Prepared Teachers Issued an Education Specialist Instruction Teaching Credential Prior to January 1, 2007

Individuals who were issued a Preliminary Level I Education Specialist Instruction Teaching Credential prior to January 1, 2007 on the basis of completion of an out-of-state special education 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](#).

Terms and Definitions

Full-time Teaching Experience:

- 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
- Original evaluations or photocopies of the teacher's performance for at least two years of teaching must be submitted
- Day-to-day substitute teaching experience is not acceptable
- Full-time teaching experience is defined as a minimum of four periods a day for at least 75 percent of the school year

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, 44274, 44274.1, 44275.3, and 44275.4, and Title 5, California Code of Regulations, Section 80048.3.1 – 80048.6