



Multiple Subject Teaching Credential

For Teachers Prepared in a State or U.S. Territory other than California

What will this authorize me to do?

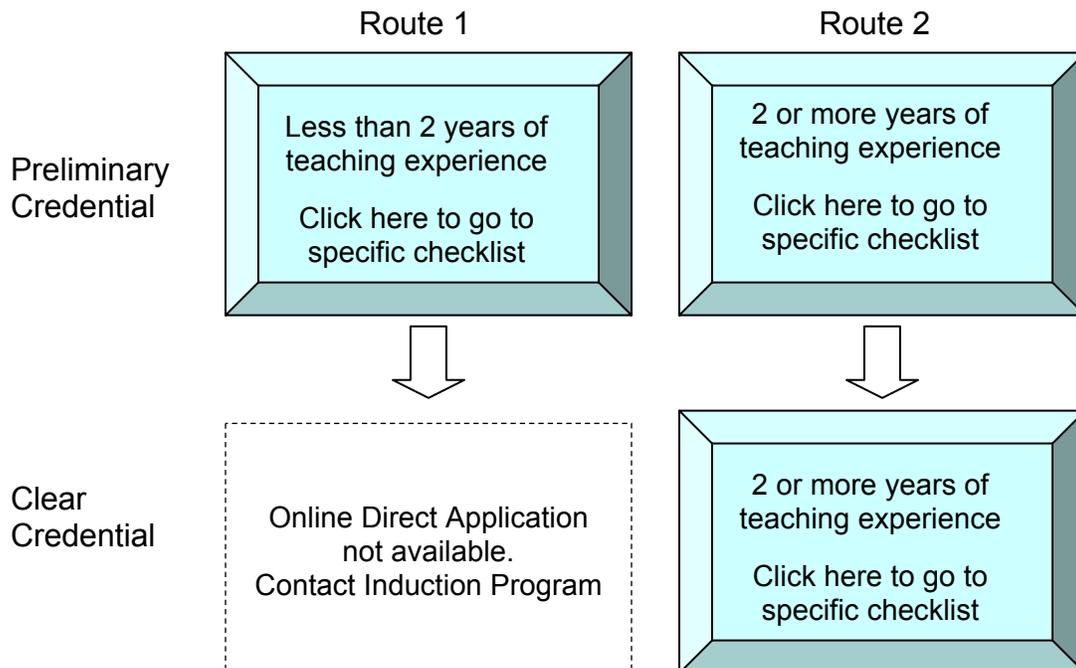
Online Direct Application Requirements Checklist:

Submit this checklist and the required supporting materials listed below within thirty (30) calendar days of completing the online portion of your application for the Multiple Subject Teaching Credential for teachers prepared out-of-state. Late submission of supporting materials will result in the application being denied (5 California Code of Regulations Section 80487).

Print and mail this checklist, the Online Direct Application Coversheet, and all supporting materials to:

Commission on Teacher Credentialing
 Attn: Online Direct Applications
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Note: This document includes three checklists identifying the requirements for educators seeking either a preliminary or a clear Multiple Subject Teaching Credential for teachers prepared out-of-state. Click on the buttons below to go to the right checklist:



Route1: Preliminary Credential. Requirements checklist for the Preliminary Multiple Subject Teaching Credential for teachers with less than two years of full time out-of-state teaching experience:

- Include this checklist;
- Online direct application coversheet (this will be available for printing after completing the Online Direct Application);
- Official (original) transcripts showing an earned bachelor's or higher degree from a [regionally-accredited](#) college or university;
- Photocopy of passing scores to satisfy the California Basic Skills Requirement ([BSR](#));

If BSR is not met at the time of application, you will have one year from the issue date of your preliminary credential in which to satisfy this requirement.

- Photocopy (front and back as applicable) of a comparable, professional-level teaching credential earned in a state or U.S. territory other than California **or** an original letter on official letterhead from an out-of-state education licensing agency that verifies an individual earned and was issued a teaching certificate. The letter must include the following information: certification level, subject area(s), and period of validity.
 - The credential does not have to be valid at the time of application
 - If the subjects listed on the out-of-state credential is "Middle School," a preliminary credential may be issued but the applicant will be required to meet California subject-matter requirements before the clear credential may be issued;

Indicate how you will or did meet the [fingerprint](#) clearance requirement:

- First-time applicants: submit form [41-LS](#), or
- Previously applied for California credential, certificate or permit and have completed the Commission fingerprint requirement, and
- Applicable documentation as required for the Professional Fitness Questions

Certification

I have read and printed this checklist and am ready to complete the online direct application process, which will require me to make a nonrefundable payment by credit card.

At the conclusion of the online direct application process print the Online Direct Application Coversheet.

Route 2: Preliminary Credential. Requirements checklist for the Preliminary Multiple Subject Teaching Credential for teachers with two or more years of full time out-of-state teaching experience:

- Include this checklist;
- Online direct application coversheet (this will be available for printing after completing the Online Direct Application);
- Official (original) transcripts showing an earned bachelor's or higher degree from a [regionally-accredited](#) college or university;
- Photocopy of passing scores to satisfy the California Basic Skills Requirement ([BSR](#));
If BSR is not met at the time of application, you will have one year from the issue date of your preliminary credential in which to satisfy this requirement.
- Photocopy (front and back as applicable) of a comparable, professional-level teaching credential earned in a state or U.S. territory other than California **or** an original letter on official letterhead from an out-of-state education licensing agency that verifies an individual earned and was issued a teaching certificate. The letter must include the following information: certification level, subject area(s), and period of validity.
 - The credential does not have to be valid at the time of application
 - If the subjects listed on the out-of-state credential is "Middle School," a preliminary credential may be issued but the applicant will be required to meet California subject-matter requirements before the clear credential may be issued;
- An **original** letter, on letterhead and signed by the out-of-state employer's superintendent, assistant superintendent, or director of personnel, verifying that you taught full-time for two or more years in a public or regionally-accredited private school located in another state or U.S. territory (submit verification of regional-accreditation if experience was in private school);

- Photocopies of performance evaluations from two separate school years of your verified out-of-state teaching experience on which you received ratings of 'satisfactory' or better;

Indicate how you will or did meet the [fingerprint](#) clearance requirement:

- First-time applicants: submit form [41-LS](#), or
- Previously applied for California credential, certificate or permit and have completed the Commission fingerprint requirement; and
- Applicable documentation as required for the Professional Fitness Questions

Certification

I have read and printed this checklist and am ready to complete the Online Direct Application process, which will require me to make a nonrefundable payment by credit card.

At the conclusion of the online application process print the Online Direct Application Coversheet.

Route 2: Clear Credential. Requirements checklist for the Clear Multiple Subject Teaching Credential (if all the preliminary requirements listed above for teachers with at least two years of full time out-of-state teaching experience and the requirements listed below are met at the time of initial application, you will be issued a Clear Multiple Subject Teaching Credential).

Note: Only teachers who qualify based on at least two years of full time out-of-state teaching experience may use this direct application process to apply for the Clear credential. Other teachers must apply through their Induction program.

- Include this checklist;
- Online Direct Application coversheet;
- Possession of a valid Preliminary California Multiple Subject Teaching Credential (or satisfaction of **all** requirements for the Preliminary credential based on two or more years of full time out-of-state teaching experience as described under Route 2: Preliminary Credential above. Submit both checklists.);
- Verification of subject-matter competence, if not met with the issuance of the preliminary (not required if the subject listed on the comparable out-of-state credential was "elementary teaching" or "self contained"). Submit a photocopy of your CSET: Multiple Subject Exam (subtests I, II, and III) examinee score report (passing scores may not be more than five years old);

Indicate how you will or did meet the [fingerprint](#) clearance requirement:

- First-time applicants: submit form [41-LS](#), or
- Previously applied for California credential, certificate or permit and have completed the Commission fingerprint requirement;
- Applicable documentation as required for the Professional Fitness Questions;

Submit **one** of the following, verifying the completion of the professional-level requirement:

- A completed [CL-820A](#) form verifying your completion of 150 clock hours of professional activities approved and signed by your employer's director of curriculum and instruction for secondary education; or
- Official (original) transcripts showing the conferral of a master's degree (or higher) or the equivalent in post-baccalaureate semester units from a regionally-accredited college or university; or
- Official (original) transcripts showing 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 ([more information](#));

Hold or qualify for an authorization to teach English learners by **one** of the following methods:

- Possess an English learner authorization issued by the Commission authorizing service in English language development (ELD) and specially designed academic instruction delivered in English (SDAIE) (see [credential leaflet CL-622](#) for more information), or hold a different California teaching credential that bears an equivalent Bilingual or English Learner authorization; or
- Provide a photocopy of an out-of-state teaching credential with a comparable English learner authorization. If the application for the Multiple 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 you will not be required to obtain a separate CLAD Certificate; and
- Photocopies of passing CTEL exam scores, (1, 2, and 3). Individual scores may not be more than five years old.

Certification

I have read and printed this checklist and am ready to complete the Online Direct Application process, which will require me to make a nonrefundable payment by credit card.

At the conclusion of the online application process print the Online Direct Application coversheet.

Authorization

A Multiple Subject Teaching Credential authorizes the holder to teach in a self-contained classroom such as the classrooms in most elementary schools. However, a teacher authorized for multiple subject instruction may be assigned to teach in any self-contained classroom (preschool, K–12, inclusive, or in classes organized primarily for adults). In addition, the holder of a Multiple Subject Teaching Credential may serve in a core or team teaching setting.

[Return to Beginning of Document](#)