



## Education Specialist Instruction Teachers Prepared Out-Of-State who have National Board Certification

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 Education Specialist Instruction Credential for teachers prepared out-of-state who have National Board Certification. 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

### **Requirements checklist for the Level II Education Specialist Teaching Credential (National Board Certification):**

- Include this checklist;
- Confirmation coversheet (this will be available for printing after you complete Step 2 of the Online Direct Application Process);
- Photocopy of your National Board Certification in Exceptional Needs/Early Childhood through Young Adulthood;
- Specify requested disability area(s);

[Go to list of Disability Areas](#)

One of the following:

- Posses a valid California Level I Education Specialist Instruction Credential. **Important note:** Access your file and look at your California Level I Credential's renewal information at [this link](#). If your credential indicates that you must complete a Level I program, then you must include one of the following:
  - An official, signed letter from your out-of-state employer verifying 2 years of full-time out-of-state teaching experience; **or**
  - An official, signed letter from the university where you completed your Education Specialist program verifying completion of student teaching in the disability area requested; **or**
  - An original, official letter signed by the individual authorized to submit formal recommendations from a California college or university with a Commission-approved program verifying completion of a comparable Level I program;

**-or-**

- Photocopy (front and back as applicable) of a professional level out-of-state special education teaching credential issued in the specific requested disability area; **or**
- Photocopy (front and back as applicable) of a professional level out-of-state special education teaching credential **and** official (original) transcripts showing completion of twenty-four (24) semester units of special education coursework with at least twelve (12) of the twenty-four semester units, including student teaching, in the requested disability area; **or**
- Photocopy (front and back as applicable) of an out-of-state special education teaching credential **and** an official, original letter from the college/university where you completed your program verifying that you student taught in the requested disability area; **or**
- Photocopy (front and back as applicable) of an out-of-state special education teaching credential **and** an official, original letter from your employer verifying two years of full-time teaching experience in the requested disability area; **or**
- Photocopy (front and back as applicable) of an out-of-state special education teaching credential **and** an original letter signed by the individual authorized to submit formal recommendations from a California college or university with a Commission-approved program verifying completion of a comparable Level I program;

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 [Personal and Professional Fitness questions](#) (*pdf*) (these questions will be displayed as part of Step 2 of the Online Direct Application Process).

### **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 via Visa or MasterCard.

At the conclusion of the Online Direct Application Process, print the Online Direct Application Coversheet.

Continue to  
Online Direct  
Application



### **Authorization**

*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, and resource rooms.*

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**Table 1: Disability Areas**

<i>Mild/Moderate Disabilities (M/M)</i>	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.
<i>Moderate/Severe Disabilities (M/S)</i>	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.
<i>Deaf and Hard of Hearing (DHH)</i>	Includes deafness; hearing impairment; deaf-blindness; and authorizes service to individuals ages birth through 22.
<i>Visual Impairments (VI)</i>	Includes blindness; visual impairment; deaf-blindness; and authorizes service to individuals ages birth through 22.
<i>Physical and Health Impairments (PHI)</i>	Includes orthopedic impairment; other health impairment; multiple disabilities; traumatic brain injury; and authorizes service to individuals ages birth through 22.
<i>Early Childhood Special Education (ECSE)</i>	Includes the mild/moderate and moderate/severe disabilities listed above, and authorizes service to children ages birth to prekindergarten only.

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