



Education Specialist Instruction

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

What will this authorize me to do?

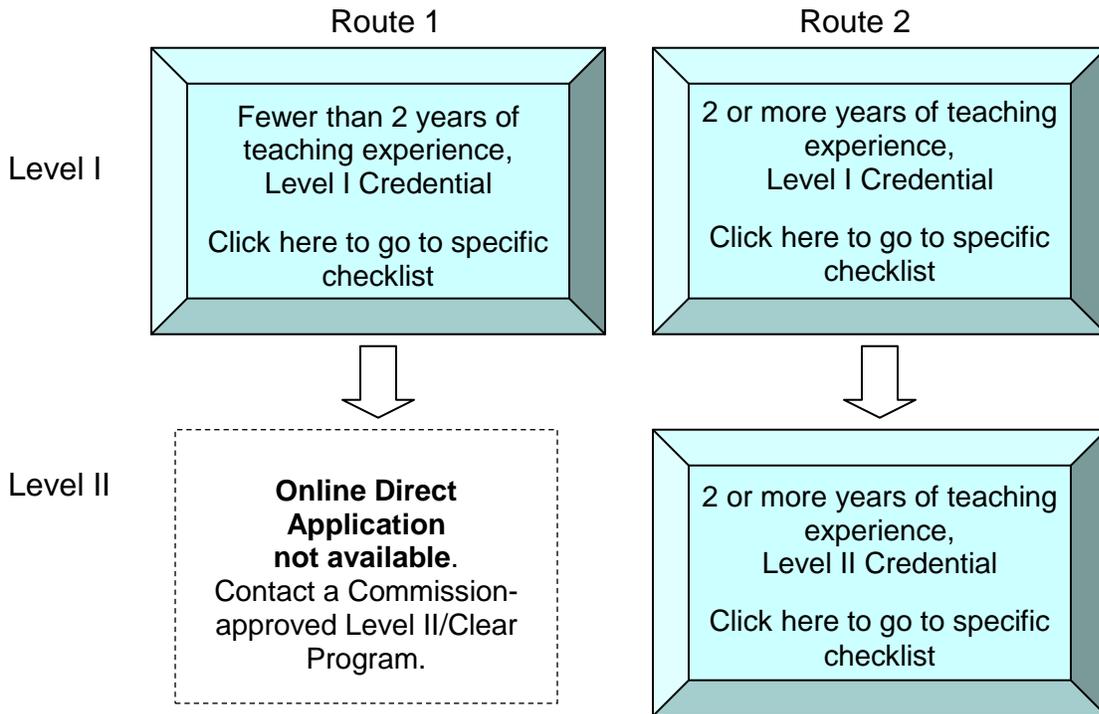
Online Direct Application Requirements Checklist:

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 Education Specialist Instruction 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 teachers seeking either a Level I or a Level II Education Specialist Instruction Credential for teachers prepared out-of-state. Click on the buttons below to go to the right checklist, or simply scroll down:



Route 1: Level I Credential. Requirements checklist for the Level I Education Specialist Instruction Credential for teachers with fewer than two years of full time out-of-state teaching experience:

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

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

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;
- For the specialty areas of Deaf and Hard-of-Hearing, Physical and Health Impairments, and/or Visual Impairments, the out-of-state teaching credential must be issued in the corresponding specialty area; and

For the specialty areas of Mild/Moderate Disabilities, Moderate/Severe Disabilities and/or Early Child Special Education, **one** of the following:

Submit a front-and-back photocopy of a professional-level out-of-state special education teaching credential in the corresponding specialty area;
or
Submit a front-and-back photocopy of a professional-level out-of-state special education teaching credential **and** an original letter from the college/university where you completed your program verifying that you student taught in the specialty area requested

If the out-of-state credential was issued in only “Special Education,” or in a specialty area that does not align with a California specialty area, The Commission may issue a Level I credential in Mild/Moderate Disabilities, Moderate/Severe Disabilities, or Early Childhood Special Education, but you will be required to complete the equivalent of a Commission-approved Level I in the specific specialty area program in addition to all other renewal requirements listed on the document to earn the Level II or Clear credential. See [Credential Leaflet CL-808](#) for more information.

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: Level I Credential. Requirements checklist for the Level I Education Specialist Instruction Credential for teachers with at least two years of full time out-of-state special education teaching experience

- Include this checklist;
- Confirmation coversheet (this will be available for printing after you complete Step 2 of the Online Direct Application Process);
- Specify requested specialty area(s); Go to list of Specialty Areas
- Official (original) transcripts showing an earned bachelor’s degree or higher from a [regionally-accredited](#) college or university;
- Photocopy of passing scores to satisfy the California Basic Skills Requirement ([BSR](#));
If not met at the time of application, you will have one year from the issue date of your Level I credential in which to satisfy this requirement.
- An original letter, on letterhead and signed by a personnel officer for your out-of-state employer, verifying that you taught full-time in special education for two years or more in a public or [regionally-accredited](#) private school located in another state or U.S. territory;
- Photocopies of two performance evaluations from separate years of your verified out-of-state special education 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;
- Applicable documentation as required for the Professional Fitness Questions;
- For the specialty areas of Deaf and Hard-of-Hearing, Physical and Health Impairments, and/or Visual Impairments, submit a front-and-back photocopy of an out-of-state teaching credential issued in the corresponding specialty area; and

For the specialty areas of Mild/Moderate Disabilities, Moderate/Severe Disabilities and/or Early Child Special Education, **one** of the following:

Submit a front-and-back photocopy of a professional-level out-of-state special education teaching credential in the corresponding specialty area; or

Submit a front-and-back photocopy of a professional-level out-of-state special education teaching credential **and** an original letter from the college/university where you completed your program verifying completion of student teaching in the specialty area requested; or

Submit a front-and-back photocopy of a professional-level out-of-state special education teaching credential **and** an original letter from your out-of-state employer verifying two full-time years of experience teaching in the specialty area requested; or

If the out-of-state credential was issued in only “Special Education,” or in a specialty area that does not align with a California specialty area, The Commission may issue a Level I credential in Mild/Moderate Disabilities, Moderate/Severe Disabilities, or Early Childhood Special Education, but you will be required to complete the equivalent of a Commission-approved Level I in the specific specialty area program in addition to all other renewal requirements listed on the document to earn the Level II or Clear credential. See [Credential Leaflet CL-808](#) for more information.

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: Level II Credential. Requirements checklist for the Level II Education Specialist Instruction Credential (if all of the Level I requirements listed above for teachers with at least two years of full time out-of-state special education teaching experience **and** the requirements listed below are met at the time of initial application, you will be issued a Level II Education Specialist Instruction Credential.

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

- Include this checklist;
- Confirmation coversheet (this will be available for printing after you complete Step 2 of the Online Direct Application Process);
- Specify requested specialty area(s); Go to list of Specialty Areas
- Possession of a valid Level I California Education Specialist Instruction Credential (or satisfaction of **all** requirements for the Level I credential based on two or more years of full time out-of-state special education teaching experience as described under Route 2: Level I Credential above);
- Only required if listed as a renewal requirement on your California Level I Education Specialist Instruction credential:* Provide an original letter on letterhead and signed by a person authorized to formally recommend individuals for certification from a California program sponsor with a Commission-approved Level I program in the specialty area listed on your preliminary credential stating that you have completed the equivalent of a Level I Commission-approved 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;
- Applicable documentation as required for the Professional Fitness Questions;

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

A completed [CL-820A](#) form verifying your completion of 150 clock hours of activities under the California Standards for the Teaching Profession that have been approved by your employer's director of curriculum and instruction for special education; **or**

Official (original) transcripts showing an earned 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 coursework must have been completed prior to receiving the bachelor's degree;

And earn 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.

Provide a photocopy of an out-of-state teaching credential with a comparable English learner authorization. If the application for the Education Specialist Instruction 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; **or**

Photocopies of passing CTEL exam scores, (1, 2, and 3). Individual scores may not be more than five years old.

Certification

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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: Specialty 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.

*Return to Checklist, Route 1,
Level I Credential (fewer than two
years of experience)*

*Return to Checklist, Route 2,
Level I Credential (at least two
years of experience)*

*Return to Checklist, Route 2,
Level II Credential (at least two
years of experience)*