



Multiple Subject Teaching Credential For Teachers who hold a Valid California Single Subject Credential

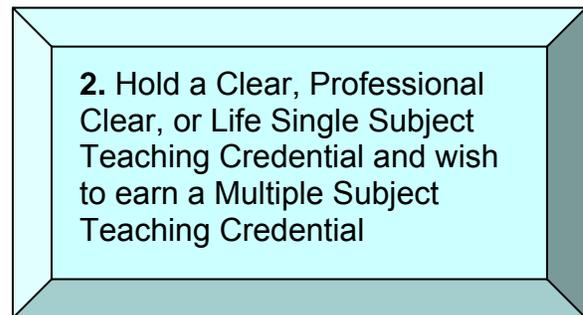
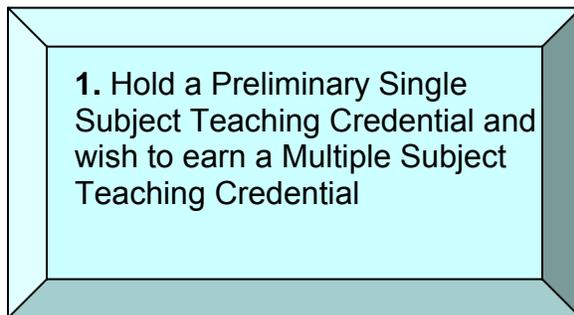
What will this authorize me to do?

Not everyone can use this Online Direct Application Process:

Individuals seeking to add this authorization to their General or Standard teaching credential cannot use the online direct application process and must apply by mailing a paper application to the Commission instead ([more information](#)). Individuals seeking supplementary or subject matter authorizations also cannot use this online process ([information](#) on supplementary and subject matter authorizations).

Online Direct Application Requirements Checklist:

This document includes two checklists identifying the requirements for teachers who already hold a Single Subject Teaching Credential and seek an added Multiple Subject Teaching Credential. Click on the buttons below to go to the right 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. Late submission of supporting materials will result in the application being denied (Title 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 teachers who hold a valid Single Subject Teaching Credential and wish to earn a Multiple Subject Teaching Credential:

1. Holders of a valid PRELIMINARY Single Subject Teaching credential who wish to add a Multiple Subject Teaching Credential:

Include this checklist;

- Online direct application coversheet (this will be available for printing after you complete Step 2 of the online Direct Application process);
- Verification of subject-matter competence by submitting
 - (1) a photocopy of your CSET: Multiple Subject exam (subtests I, II, and III) score report, **or**
 - (2) a letter, signed by a person authorized to formally recommend individuals for certification, from a California college/university with a Commission-approved Multiple Subject subject-matter program stating that your coursework meets their approved program prior to July 1, 2004;
- Official (original) transcripts verifying completion of a three-semester (or four-quarter) unit course directly related to teaching in a self-contained classroom, excluding the methods of teaching reading, from a regionally-accredited college or university. Include official course description;
- Official (original) transcripts verifying completion of a course in developing English language skills for beginning readers from a regionally-accredited college or university **or** a photocopy of your passing Reading Instruction Competence Assessment ([RICA](#)) examinee score report. Include official course description if satisfying this requirement with coursework;
- Official (original) transcripts verifying completion of a two semester unit course or verification that you passed an examination covering the provisions and principles of the U.S. Constitution from a regionally-accredited college or university (not required if previously cleared with issuance of Preliminary Single Subject Teaching Credential). Include official course description; 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 verify I have met the requirements, have 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 application process, print the online direct application coversheet.



2. Holders of a valid CLEAR, PROFESSIONAL CLEAR, or LIFE Single Subject Teaching credential who wish to add a Multiple Subject Teaching Credential:

- Include this checklist;
- Online direct application cover sheet (this will be available for printing after you complete Step 2 of the online Direct Application process);
- Verification of subject-matter competence by submitting
(1) a photocopy of your CSET: Multiple Subject exam (subtests I, II, and III) score report, **or**

(2) an official letter, signed by a person authorized to formally recommend individuals for certification, from a California college/university with a Commission-approved Multiple Subject subject-matter program stating that your coursework meets their approved program approved prior to 7/1/2004;
- Official (original) transcript verifying completion of a three-semester (or four-quarter) unit course directly related to teaching in a self-contained classroom, excluding the methods of teaching reading, from a regionally-accredited college or university. Include official course description;
- Official (original) transcript verifying completion of a course in developing English language skills for beginning readers from a regionally-accredited college or university **or** a photocopy of your passing Reading Instruction Competence Assessment ([RICA](#)) examinee score report. Include official course description if satisfying this requirement with coursework; 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 verify I have met the requirements, have 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 application process, print the online direct application coversheet.



Authorization

The 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, 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.

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