



Commission on Teacher Credentialing

1900 Capitol Avenue Sacramento, CA 95811 (916) 322-6253 Fax (916) 445-0800 www.ctc.ca.gov

Office of the Executive Director

December 6, 2013

Dear Deans:

Re: Changes in Subject Matter Preparation Program Requirements

This letter is to update you on changes in the subject matter requirements (SMRs) of subject matter preparation programs and of corresponding CSET examinations. The adoption by the State Board of Education of California's Common Core State Standards for K-12 students necessitated a content review of the SMRs for prospective teachers in some areas. These changes affect the multiple subject credential subject matter competency requirements and, at the secondary level, the single subject English and Mathematics subject matter competency requirements. With changes in expectations for what children should know and be able to do, it is imperative that the Commission ensure future teachers are prepared to teach the expected content.

The Commission directed staff to work with its testing contractor along with groups of California subject matter experts in these three credential content areas to compare and revise, as necessary, the subject matter requirements for those credentials. The revisions were adopted by the Commission at its June 2013, meeting. The impact of this decision is different for prospective multiple subject credential holders than for prospective single subject credential holders. Program Sponsor Alert 13-09 describes the adoption of the new SMRs and the timeline for institutions to modify their subject matter programs. [PSA 13-09](#)

Single Subject Credential Subject Matter Requirements

Prospective single subject teachers in English and mathematics have the option of taking the CSET in their area or completing a subject matter preparation program. Consequently, the directors and faculty of English or Mathematics subject matter preparation programs at your institution must be alerted to these changes and to the requirement that the new content be taught during the 2013-14 year. In addition, the Commission requires each of those programs to submit an alignment matrix identifying how the programs have been changed to teach the Common Core State Standards content (see Attachments for links).

Existing Commission-Approved Subject Matter Preparation Programs

Programs that have been approved by the Commission must implement the changes during the 2013-14 academic year and submit an alignment matrix by June 29,

2014, showing how the revised SMRs are being taught and reinforced in their curriculum. Links to the alignment matrices for English and Mathematics subject matter programs are provided as attachments below.

Multiple Subject Credential Subject Matter Requirements

Subject matter programs cannot be used by multiple subject candidates to demonstrate subject matter competence, and subject matter programs may not be used to waive the required CSET: Multiple Subjects assessment. Individuals can prepare for the examination through liberal studies programs or other majors. The Commission encourages institutions that sponsor liberal studies majors or other majors used to prepare for the CSET: MS examination to incorporate the changes adopted by the Commission where appropriate. It is essential that the director and faculty of the liberal studies major know about these changes and understand their obligation to implement the changes in their program. Since the Commission no longer approves liberal studies programs, the programs are not required to submit documentation to the Commission establishing that they have incorporated the new content.

New Proposals for Subject Matter Preparation Programs

Programs proposals being reviewed or currently being developed must be in alignment with the new SMRs and will be reviewed for alignment with the new subject matter requirements. In addition, the Commission approved a cost recovery plan for some accreditation activities ([Cost Recovery Plan](#)). Fees will be required for new program proposals, including subject matter preparation programs received after October 23, 2013. Institutions that identify and pay associated travel costs of a faculty member to participate in reviewing a subject matter program proposal from a different institution may be exempted from this fee.

Communication with Subject Matter Program Leadership

The Commission asks your assistance in forwarding a copy of this letter, or a summary of its contents, to the appropriate directors of Subject Matter Preparation Programs whether these programs reside within your department or in other academic departments.

Sincerely,

A handwritten signature in cursive script that reads "Teri Clark". The signature is written in black ink and is centered below the "Sincerely," text.

Teri Clark, Director
Professional Services Division

Contact for Further Information

Rebecca Parker (rparker@ctc.ca.gov)

Attachment 1: Multiple Subject - [Alignment Matrix](#)

Attachment 2: English - [Alignment Matrix](#)

Attachment 3: Math - [Alignment Matrix](#)