

**COMMISSION ON TEACHER CREDENTIALING**1020 O STREET  
SACRAMENTO, CALIFORNIA 95814

OFFICE OF THE EXECUTIVE SECRETARY

February 13, 1986

85-8619

**TO:** All individuals and groups interested in the activities of the Commission on Teacher Credentialing

**FROM:** Richard K. Mastain, Executive Secretary  
Commission on Teacher Credentialing

**SUBJECT:** Approval of Title 5 Regulations, Sections 80105, 80109, 80111, 80111.1, 80112, 80113, 80114, and 80114.1, pertaining to permits authorizing service in Children's Centers

The attached Title 5 Regulations pertaining to permits authorizing service in Children's Centers became effective on January 30, 1986. These regulations make several changes in requirements for initial issuance and renewal of Children's Center Permits and set forth the requirements for the new Limited Children's Center Instructional Permit.

**WHAT'S NEW?****Types of Permits**

The Commission will issue the following permits under the 1986 regulations:

- a. Regular Children's Center Supervision Permit
- b. Life Children's Center Supervision Permit
- c. Emergency Instructional Permit
- d. Regular Instructional Permit
- e. Limited Instructional Permit

**Limited Instructional Permit**

The requirements for the initial issuance of the Limited Instructional Permit include the following:

- a. verification that the applicant has passed the Child Development Associate National Credentialing Program assessment and that he/she holds the Child Development Associate Credential. For information regarding the assessment, call 1-800-424-4310;

### Limited Instructional Permit (Continued)

- b. verification of completion of one year of full-time teaching in a child development program;
- c. verification of 6 semester units of course work in the following areas: child growth and development (a minimum of 3 units), and early childhood education, excluding field work or course work used to prepare the applicant for the field-based assessment process;
- d. basic skills--this requirement is fulfilled by passing the field-based assessment.

The Limited Instructional Permit may be initially issued for no more than 2 years. During the initial 2 year period, the holder must complete a minimum of 6 semester units of course work in order to renew the permit. The permit may be renewed for two 3-year periods, and during each 3-year renewal period the holder must complete a minimum of 9 semester units of course work.

All requirements for the Regular Permit must be completed by the end of the total 8-year issuance and renewal period. If requirements are not completed by this time, the Limited Instructional Permit expires.

### THE CHANGES

The changes in requirements for the Regular Instructional Permit, the Emergency Instructional Permit, and the Regular Supervision Permit are listed in the following charts.

## REGULAR PERMIT

### 1979 Regulations

1. 24 semester units of early childhood education/child development course work.
2. 16 semester units in general education.
3. Experience -
  - a. 2 years as a paid instructor in a child development program, or
  - b. 3 years as a volunteer, or
  - c. field work course and one year of experience.
4. Basic Skills -
  - a. CBEST, or
  - b. school district proficiency examination, or
  - c. possession of an associate or baccalaureate degree.
5. Term -
  - a. Issued for five-year periods
  - b. Available as a life document with verification of
    - 5 years of appropriate experience
    - baccalaureate degree, and
    - CBEST.
6. Renewal requirements -  
None.

### 1986 Regulations

1. Same, except must have one course in each of the following areas:
  - a. child/human growth and development
  - b. child, family and community or child and family relations
  - c. programs/curriculum

Completion of the assessment for the Limited Permit may be used for 9 semester units of credit toward the 24 unit requirement.

A minimum grade of "C" is required in each course.

2. Same.
3. Experience -
  - a. same
  - b. same
  - c. same, except it must be a 2 or 3 semester unit field work course, or
  - d. one year of full-time experience while holding the Limited Permit.
4. Basic Skills -
  - a. same
  - b. same
  - c. same, or
  - d. passage of a field-based assessment for the Limited Permit.
5. Term -
  - a. same
  - b. no life permit is available.
6. Renewal requirements -  
Verification of completion of 15 semester units of course work during each 5 year renewal period until a baccalaureate degree is verified to the Commission.

## EMERGENCY PERMIT

### 1979 Regulations

1. 12 semester units of early childhood education/child development course work.
2. Experience -
  - a. one year of instruction in a child development program, or
  - b. supervised field work course, or
  - c. enrollment in an early childhood education/child development training program.
3. Submission of a statement of need.
4. Term -
  - a. Initially issued for not more than 2 years
  - b. Allowed an unlimited number of 2-year renewals.
5. Renewal Requirements -  
12 semester units of course work for each renewal.
6. Basic Skills -
  - a. CBEST, or
  - b. school district proficiency examination, or
  - c. possession of an associate or baccalaureate degree.

### 1986 Regulations

1. Same, except must have one course in each of the following areas:
  - a. child/human growth and development
  - b. child, family and community or child and family relations
  - c. programs/curriculum.

A minimum grade of "C" is required in each course.

2. Experience -
  - a. same
  - b. same
  - c. same
3. Same.
4. Term -
  - a. same
  - b. allowed 2 renewal periods of 3 years each.
5. Renewal Requirements -
  - a. must complete 8 semester units of course work during initial issuance
  - b. must complete 10 semester units of course work during each 3 year renewal period
  - c. must verify completion of all requirements for the Regular Permit by the end of the total 8 year issuance and renewal period.
6. Basic Skills -
  - a. same
  - b. same
  - c. same, or
  - d. passage of field-based assessment for the Limited Permit.

## REGULAR SUPERVISION PERMIT

- | 1979 Regulations   | 1986 Regulations   |
|--|--|
| 1. Possession of a Regular Instructional Permit.   | 1. Same.   |
| 2. 12 semester units of early childhood education/child development course work at an advanced level.              | 2. Same, except a minimum grade of "C" is required in each course.               |
| 3. 6 semester units of course work in administration and supervision of a child development program.               | 3. Same, except one course must be introductory and one course must be advanced. |
| 4. 2 years as a paid instructor.   | 4. Same.   |
| 5. Baccalaureate or higher degree.   | 5. Same.   |
| 6. CBEST.  | 6. Same.   |
| 7. Term - Issued for 5 year periods.   | 7. Term - Same.  |
| 8. Renewal requirements - None. Available as a life permit upon verification of 5 years of appropriate experience. | 8. Renewal requirements - Same.  |

If you have any questions and/or need further information, please contact Bobbie Fite, Certification Officer II, at (916) 445-7254.

ATTACHMENT

COMMISSION ON TEACHER CREDENTIALING  
REVISION TO TITLE 5 REGULATIONS  
CALIFORNIA ADMINISTRATIVE CODE

Article 5. Permits Authorizing Service in Children's Centers

80105. Definitions. As used in this article, each of the following terms has the meaning herein shown:

~~(a) -- "Approved institution" means any collegiate institution approved by the Commission.~~

~~(b) -- "Course work" means course work successfully completed in an "approved institution."~~

~~(c)~~(a) "A-year-of An experience period" means paid or volunteer services in an instructional capacity in a child development program for not less than two hours per day, for at least 100 days during not more than three school years; only one year of experience may be earned in a school year.

~~(d)~~(b) "Child development program" means any ~~type of~~ licensed group child care or early childhood education program for children operated by a person, association, organization or school district legally authorized to conduct such programs. Child development programs include but are not limited to the following:

(1) Children's center and child care programs for pre-school and school-age children.

(2) Pre-school programs for children under the minimum age for admission to public schools.

(3) Parent-cooperative nursery schools.

(4) Play groups for pre-school children. Family day care programs with documented supervision (i.e., by local family day care associations, colleges, or child care resource and referral agencies) in an organized developmental program.

(5) Infant development programs.

~~(e)~~(c) "General education" means college-level course work from a regionally accredited institution in subject areas other than early childhood education and/or child development. The candidate must have earned a "C" or above in each course to be accepted.

(d) "Field work" means instruction done in a child care and development program from a regionally accredited institution for college credit and supervised by a person appointed by the institution. This instruction is separate from the required "experience period."

(e) "Early childhood education/child development course work" means college course work from a regionally accredited institution primarily related to children ages five years or younger but 25% of the course work may be extended to cover children ages five to, and including, eight years. The candidate must have earned a "C" grade or above in each course to be accepted.

(f) "Commission-approved field-based assessment system" means an on-site assessment system for child development candidates that has been approved by the Commission.

(g) "Commission-approved field-based assessor agency" means an agency, organization, or group which has received approval by the Commission to assess the competencies of candidates for the Limited Children's Center Instructional Permit.

(h) "National field-based assessment system" means a system developed and administered through federal funds that is used in a number of states to meet their credentialing requirements for early childhood teachers.

(i) "National child development field-based credential" is a credential issued by a non-profit institution which serves as a field-based assessor agency for early childhood teachers.

NOTE: Authority cited for Article 5: Sections 8370 and 44225(b), Education Code. Reference: Sections 8370 and 8363, Education Code.

80109. Types of Permits. The Commission for Teacher Preparation and Licensing on Teacher Credentialing shall issue permits of the following types permits for service in child development programs:

- a) (1) Regular or Life Children's Center Supervision Permit.
- (2) Emergency, Limited or Regular Children's Center Instructional Permit.

~~b) -- Instructional Permits shall be either:~~

~~(1) -- Emergency, or~~

~~(2) -- Regular, or~~

~~(3) -- Life.~~

b) All valid permits for service in a child development program issued prior to the effective date of this section shall continue in force and may be renewed as prescribed for each specific type of permit at the time it was issued.

~~c) -- Supervision Permits shall be either:~~

~~(1) -- Regular, or~~

~~(2) -- Life.~~

(c) Effective September 1, 1985, the Commission will no longer issue Life Instructional Permits to individuals who earn a permit under these regulations.

NOTE: Authority cited: Sections 8363(a), 8370 and 44225(b), Education Code. Reference: Sections 8363 and 8370, Education Code.

80111. Regular Children's Center Supervision Permit.

(a) Each applicant for a Regular Children's Center Supervision Permit shall comply with the procedure prescribed for application in Section 80107 and shall meet all of the following requirements:

(1) Hold ~~an~~ Regular Children's Center Instructional Permit.

(2) Complete ~~at least~~ twelve semester units in early childhood education/child development at an advanced level (i.e., beyond the initial academic course work required for the Regular Instructional Permit).

(3) Complete ~~at least~~ six semester units of course work in administration and supervision of child development programs.

(A) The six semester units must include at least two different courses. One course shall be introductory and one course shall be advanced or they must be courses with different topical content.

(4) Complete ~~at least~~ two years of experience as a teacher in an instructional capacity in a child development program.

(5) Hold ~~a~~ bachelor's or higher degree granted by an approved a regionally accredited institution.

(6) Pass the California Basic Educational Skills Test (CBEST).

(b) Term and Renewal. The Regular Children's Supervision Permit shall be issued for five years and may be renewed for five-year periods.

(c) Authorization. The Supervision Permit authorizes the holder to perform the following services in a child development program:

(1) Supervise a child development program consisting of any number of children's facilities.

(2) Perform services in the care, development and instruction of children in a child development program.

NOTE: Authority cited: Sections 8363(a), 8370, and 44225(b), 44252, and 44252.5, Education Code. Reference: Sections 8363 and 8370, Education Code.

80111.1 Life Children's Center Supervision Permit.

(a) Each applicant for a Life Children's Center Supervision Permit shall comply with the procedure prescribed for application in Section 80107 and shall meet all of the following requirements:

(1) Hold Aa Regular Children's Center Supervision Permit.

(2) Complete Ffive years of full-time experience in the last 10 years, earned while possessing or being eligible for the permit, at least two years of which must have been continuous full-time employment while holding a Regular Supervision Permit.

(b) Term and Renewal: The Life Children's Center Supervision Permit shall be issued for the life of the holder unless revoked or suspended.

(c) Authorization. A life supervision permit authorizes the services specified in 80111(c).

NOTE: Authority cited: Sections 8363(a), 8370, and 44225(b), Education Code. Reference: Sections 8363 and 8370, Education Code.

80112. Emergency Children's Center Instructional Permit.

(a) General provisions.

(1) An Emergency Children's Center Instructional Permit may be initially issued, re-issued or renewed for a term period of not more than two years. At the end of this initial issuance period of two years, the Emergency Permit holder must have completed a minimum of eight semester units in early childhood education/child development and/or general education in order to be eligible for renewal of the permit.

(2) Application for the Emergency Children's Center Instructional Permit shall not be submitted prior to August 15th of the ensuing school year unless the service is for a summer school or year-round school assignment. The Emergency Children's Center Instructional Permit holder is allowed two renewal periods of three years each. During each three-year renewal period, the candidate must complete 10 semester units. The Emergency Permit holder must verify completion of a minimum of 28 semester units in early childhood education/child development and general education by the end of the total eight-year issuance and renewal periods. If the Emergency Permit holder has not completed all of the requirements for the Regular Permit, the individual will not be authorized to serve in a child development program as a paid instructor.

(c) Requirements for the initial issuance of the Emergency Children's Center Permit. Each applicant for an Emergency Children's Center Instructional Permit shall comply with the procedure prescribed for application in Section 80107 and shall meet all of the following requirements:

(1) Completion of Aa minimum of 12 semester units of course work in early childhood education/child development (exclusive of field work), including at least one course in each of the following areas: child/human growth and development; child, family and community, or child and family, relations; programs/curriculum.

(2) Completion of B one of the following:

(A) One year of "experience period" in an instructional capacity in a child development program or in grade three and below, or

(B) A supervised field work course from an accredited institution in an instructional capacity in a pre-school program, or

(C) Enrollment in an early childhood education/child development training program at an regionally approved accredited institution.

(3) Submission of the statement of need described in Section 80113; ~~a complete credential application form; transcript verification of collegiate work; written verification of experience or a field work course or enrollment in an early childhood/child development training program; the fee as specified in Section 80487; and personal identification on duplicate fingerprint cards.~~

~~(c) -- Requirements for reissue of the Emergency Children's Center Instructional Permit.~~

~~(i) -- Submission of the statement of need described in Section 80113; a completed credential application form; and the fees as specified in Section 84087.~~

~~(2) -- The authorization to reissue Emergency Children's Center Instructional Permits will expire December 31, 1982.~~

~~(d)(c) Requirements for renewal of the Emergency Children's Center Permit (effective date January 1, 1983).~~

(1) One of the following:

(A) Verification of eight semester units in early childhood education/child development and/or general education completed during the initial two-year issuance period.

(i) (B) On and after January 1, 1983, verification of twelve ten semester units of additional collegiate work leading to a degree or Regular Children's Center Instructional Permit, completed during each successive three-year renewal period.

(2) Submission of the statement of need described in Section 80113; ~~a completed credential application form; the fee specified in Section 80487; and transcript verification of twelve semester units of collegiate work completed during the two years.~~

(3) As of September 1, 1984, demonstration of proficiency in basic reading, writing, and mathematics skills by submission of one of the following:

(A) A letter verifying the passage of a proficiency test developed by a school district pursuant to either Education Code Section 45361.5 or 51216;

(B) An official transcript showing completion of an associate or baccalaureate degree;

(C) The verification transcript of the passage of the California Basic Educational Skills Test (CBEST);

(D) A verification of the passage of the Commission-approved field-based assessment system leading to the Limited Permit.

(4) An applicant who has not verified basic skills proficiency as specified in subsection (c)(3) shall be granted a one- or two-year renewal under either of the following conditions:

(A) The applicant verifies completion of all requirements for renewal except basic skills proficiency and submits a letter from his/her employer verifying that he/she was employed in a children's center prior to September 1, 1984. This applicant shall be issued a two-year renewal of the emergency permit so that he/she may be afforded additional opportunities to be assessed. Basic skills proficiency must be verified for the next renewal.

(B) The applicant has limited-English-speaking ability pursuant to Education Code Section 44252.7(c), verifies completion of all requirements for renewal except basic skills proficiency and submits a letter from the employing agency which confirms his/her limited-English-speaking ability and states that the renewal of the emergency permit is in the best interest of the children enrolled in the program. This applicant shall be issued a two-year renewal of the emergency permit so that he/she may be afforded additional opportunities to be assessed. This applicant shall be issued an additional one-year renewal if all other requirements are met. No person shall be issued renewals of the emergency permit for more than a total of three years without verifying basic skills proficiency.

(e)(d) Authorization. An Emergency Instructional Permit authorizes the holder to perform service in the care, development, and instruction of children in a child development program, within the jurisdiction of the agency or school district that prepared and submitted the statement of need.

NOTE: Authority cited: Sections 8363(a), 8370, and 44225(b), Education Code. Reference: Sections 8363, and 8370, 44252.7, 45361.5 and 51216, Education Code.

80114. Regular Children's Center Instructional Permit.

(a) Each applicant for a Regular Children's Center Instructional Permit shall comply with the procedure prescribed for application in Section 80107 and shall meet all of the following requirements:

(1) Twenty-four semester units of course work in early childhood education/child development (exclusive-of-field-work) including at least one course in each of the following areas: child/human growth and development; child, family and community, or child and family, relations; programs/curriculum. Either of the following may be used to partially meet the 24-semester units requirement:

(A) A two-or three-semester unit supervised field work course, including both the field and course work components, may be used to meet

part of the required 24 early childhood education/child development semester units, but the same field work course may not be used to meet the experience requirement.

(B) Successful completion of the assessment for the Limited Children's Center Instructional Permit which may be used for nine semester units of credit toward the required 24 semester units.

(2) One of the following:

(A) Two years of "experience periods" in an instructional capacity as a paid aide or assistant in a child development program; or

~~(B) -- A certificate from a Commission-approved field-based assessment system; or~~

~~(C)~~ (B) Three years "experience periods" as a volunteer in an instructional capacity in a child development program; or

(C) One year of successful full-time teaching at the early childhood level (no less than 100 days) while holding the Limited Permit; or

(D) A supervised two- or three-semester unit field work course from an accredited institution plus one year of experience in an instructional capacity in a child development program.

(3) Sixteen diversified semester units in general education, (i.e., at least one course in each of the following areas: Humanities, Social Sciences, Math and/or Science, and English).

(4) Demonstration of proficiency in basic reading, writing and mathematics skills as described in Section 80112(c)(3).

(b) Term and Renewal. The Regular Children's Center Instructional Permit shall be issued for five years, and Renewable renewed for successive five-year periods (with no additional requirements) upon completion of the following:

(1) Transcript verification of 15 semester units of course work leading to the baccalaureate degree completed within each five-year term until the baccalaureate degree is completed and verified to the Commission.

(c) Authorization. An Instructional Permit authorizes the holder to perform service in the care, development, and instruction of children in a child development program.

NOTE: Authority cited: Sections 9363(a), 8370, and 44225(b), Education Code. Reference: Sections 8363, and 8370, 44252.7, 45361.5, and 51216, Education Code.

80114.1 Life Limited Children's Center Instructional Permit.

(a) Each applicant for a Life Limited Children's Center Instructional Permit shall comply with the procedures for application in Section 80107 and shall meet all of the following requirements:

(1) A-REGULAR-instructional-Permit; Provide verification from the Commission-approved assessor agency that the candidate has successfully passed the Commission-approved field-based assessment and provides evidence of holding the approved national field-based credential.

(A) The competencies /80114.1(b)(1-6)/ listed below are part of the national assessment system that the Commission has accepted as meeting part of the Early Childhood Education 24-unit requirement for the Regular Instructional Permit.

(B) Passage of the national assessment will allow the holder nine semester units of credit toward the requirements for the Regular Children's Center Instructional Permit.

(2) A-bachelor's-or-higher-degree-granted-by-an-approved-institution; and, Verification of completion of one year of successful full-time teaching in a child development program as part of completing the requirement for the Commission-approved field-based assessment system.

(3) Five-years-of-full-time-experience-in-the-last-ten-years, earned-while-possessing-or-eligible-for-the-permit,--at-least-two-years-of-which-have-been-continuous-full-time-employment-while-holding-a-REGULAR-permit. Verification of completion of six semester units of course work from a regionally accredited institution in the following areas:

(A) Child Growth and Development (a minimum of three-semester units).

(B) Early Childhood Education (excluding field work or course work that is used to directly prepare the applicant for the field-based assessment process).

(4) Demonstration of proficiency in basic reading, writing, and mathematics skills as described in Section 80112(c)(3) /fulfilled by (a)(1) above/.

(b) In order to receive the Limited Permit, present documentation from the Commission-approved national field-based assessor agency that the national credential candidate has demonstrated knowledge and skill in the following areas:

(1) Competency Goal 1: To establish and maintain a safe, healthy learning environment.

(A) Functional Area 1, Safety: Candidate helps to provide a safe environment to prevent and reduce injuries.

(B) Functional Area 2, Health: Candidate promotes good health and nutrition and provides an environment that does not contribute to or cause illness.

(C) Functional Area 3, Learning Environment: Candidate uses space, materials, and routines as resources for constructing an interesting and enjoyable environment that encourages exploration and learning.

(2) Competency Goal II: To advance physical and intellectual competence.

(A) Functional Area 4, Physical: Candidate provides a variety of equipment, activities, and opportunities to promote the physical development of children.

(B) Functional Area 5, Cognitive: Candidate provides activities and experiences that develop questioning, probing, exploration, and problem-solving appropriate to the developmental levels and learning styles of children.

(C) Functional Area 6, Communication: Candidate provides opportunities for children to understand, acquire, and use verbal and non-verbal means of communicating thoughts and feelings.

(D) Functional Area 7, Creative: Candidate provides experiences that stimulate children to explore and express their creative abilities.

(3) Competency Goal III: To support social and emotional development and provide positive guidance and discipline.

(A) Functional Area 8, Self: Candidate helps each child to know, accept, and take pride in himself/herself and to develop a sense of independence.

(B) Functional Area 9, Social: Candidate helps children learn to get along with others and encourages feelings of empathy and mutual respect among children and adults.

(C) Functional Area 10, Guidance and Discipline: Candidate provides an environment in which children can learn and practice behaviors which are appropriate and acceptable individually and in a group.

(4) Competency Goal IV: To establish positive and productive relationships with families.

(A) Functional Area 11, Families: Candidate maintains an open, friendly, and informative relationship with each child's family and encourages their involvement in the program.

(5) Competency Goal V: To ensure a well-run purposeful program responsive to participants' needs.

(A) Functional Area 12, Program Management: Candidate is a manager who uses all available resources to ensure an effective operation. The candidate is a competent organizer, planner, and record keeper.

(6) Competency Goal VI: To maintain a commitment to professionalism.

(A) Functional Area 13, Professionalism: Candidate seeks out and takes advantage of opportunities to improve his/her competency both for professional growth and for the benefit of children and families.

~~(b)(c) Term and Renewal. Issued-for-the-life-of-the-holder-unless  
revoked-or-suspended.~~

(1) The Limited Permit may be initially issued for a term of no more than two years. At the end of this two-year issuance period, the Limited Permit holder must have completed a minimum of six semester units in early childhood education/child development and/or general education.

(2) The Limited Permit holder is allowed two renewal periods of three years each. During each three-year renewal period, the candidate must complete a minimum of nine semester units. The Limited Permit holder must verify completion of 25 semester units in early childhood education/child development and general education to total the 40 semester units required for the Regular Instructional Permit by the end of the total eight-year issuance and renewal period. If the Limited Permit holder has not completed all of the requirements within the eight-year time period, the Limited Permit expires.

(e)(d) Authorization. The-Life A Limited Instructional Permit authorizes the holder to perform service specified-in-Section-80114(b) in the care, development, and instruction of children in a child development program.

NOTE: Authority cited: Sections 8363(a), 8370, and 44225(b), Education Code. Reference: Sections 8363, and 8370, 44252.7, 45361.5, and 51216, Education Code.