

**COMMISSION ON TEACHER CREDENTIALING**

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OFFICE OF THE EXECUTIVE DIRECTOR



94-9416

September 26, 1994

**TO:** All Individuals and Groups Interested in the Activities of the Commission on Teacher Credentialing

**FROM:** Philip A. Fitch, Ed.D.  
Executive Director

**SUBJECT:** Proposed Addition of Sections 80025.5, 80035.5, 80040.2.5, 80040.2.7, 80042, 80042.5, 80567, and 80569 Pertaining to Requirements for Designated Subjects Teaching Credentials; and Proposed Amendment of Sections 80034, 80035, 80035.1, 80036, 80036.1, 80036.2, 80036.3, 80040, 80040.1, and 80040.2 Pertaining to Requirements for Designated Subjects Teaching Credentials

**Notice of Public Hearing is Hereby Given:**

In accordance with Commission policy, proposed Title 5 Regulations are being distributed prior to the public hearing. The public hearing is scheduled on:

December 1, 1994

1:30 p.m.

California State University, Hayward  
University Union Building, Room 311  
25800 Hillary Street  
Hayward, California

**Statement of Reasons**Summary of Existing Laws and Regulations

Existing laws and regulations provide a system of assuring the public that the individuals who provide instruction to adult and vocational education learners meet certain minimum requirements relative to their qualifications and preparation to teach.

More specifically: California Education Code, Section 44225(e) requires the Commission to determine the scope and authorization of credentials; California Education Code, Section 44225(b) requires the Commission to issue credentials for adult education classes and vocational education classes to

applicants whose preparation and competence satisfy its standards; Education Code, Section 44225(a) requires the Commission to establish professional standards for entry and advancement in the education profession; California Education Code, Sections 44260, 44260.1, 44260.2, 44260.3, and 44260.5 establish the authority of the Commission to approve programs of personalized preparation for Designated Subjects Adult and Vocational Education Teaching Credentials; and California Education Code Section 44260.8 requires the study of health education and computer technology for issuance of the clear Designated Subjects Adult and Vocational Education Teaching Credentials.

The addition of the following sections to the California Code of Regulations, Title 5, would establish new provisions as described. There are currently no Title 5 sections pertaining to these issues.

- **Section 80025.5** would establish a new Designated Subjects Vocational Education 30-Day Substitute Teaching Permit to make substitute teachers with verifiable work experience available to serve in the various vocational education programs.
- **Section 80035.5** specifies, for the first time, the subjects that can be placed on Designated Subjects Vocational Education Teaching Credentials (both part-time and full-time). Further, this section provides for the addition of new subjects, as the need arises. Current regulations provide no guidance to applicants, school districts or others relative to the subject(s) that can be named on these credential.
- **Section 80036.5** would provide that a preliminary Designated Subjects Adult or Vocational Education Teaching Credential which was issued prior to the effective date of the proposed changes shall remain in force as long as it is valid and shall be renewed if requirements for its renewal are met on time ("grandparenting").
- **Section 80040.2.5** would require Designated Subjects Adult Education Teaching Credential programs that prepare persons who teach adults with disabilities, English as a second language, and older adults to include demonstrated competence in instructional strategies, activities and materials that are appropriate to these specialized subjects and populations within the instructional practices component of their program of personalized preparation.
- **Sections 80040.2.7 and 80042.5** would provide already approved Local Education Agencies with a one year time period to submit for Commission review a revised application for approval and revised program which reflect the proposed requirements.
- **Section 80042** would strengthen personalized preparation program requirements to include competencies in the areas of curriculum, learning and instruction, classroom management, evaluation, foundations and special needs; specify the content of Level I and Level II requirements; and increase from the current minimum of 9 semester units or 135 clock hours of personalized preparation to a new minimum of 12 semester units or 180 clock hours.
- **Sections 80567 and 80569** would establish 150 clock hours of professional growth requirements for the renewal of a clear full-time

Designated Subjects Adult or Vocational Education Teaching Credential; and 75 clock hours of professional growth requirements for the renewal of a clear part-time Designated Subjects Adult or Vocational Education Teaching Credential.

The following sections of the California Code of Regulations, Title 5, currently provide as follows:

- **Section 80034** defines the terminology as used within the regulations dealing with designated subjects credentials.
- **Section 80035** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear full-time Designated Subjects Vocational Education Teaching Credential.
- **Section 80035.1** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear part-time Designated Subjects Vocational Education Teaching Credential.
- **Section 80036** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear full-time Designated Subjects Adult Education Teaching Credential.
- **Section 80036.1** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear part-time Designated Subjects Adult Education Teaching Credential.
- **Section 80036.2** specifies the qualifying experience and/or education required in each subject that can be named on a Designated Subjects Adult Education Teaching Credential (both part-time and full-time).
- **Section 80036.3** identifies the subjects than can be named on a Designated Subjects Adult Education Teaching Credential (both part-time and full-time).
- **Section 80040** specifies the procedures to be followed by local education agencies that seek Commission approval to offer a program of personalized preparation for designated subjects credentials.
- **Section 80040.1** describes the purpose of the program of personalized preparation as well as the cooperative nature of the process of planning an applicant's program of personalized preparation.
- **Section 80040.2** specifies the amount and content of required programs of personalized preparation for the Designated Subjects Adult Education Teaching Credential (both part-time and full-time).

#### Purpose of Proposed Action

While the demographics and needs of adult and vocational education learners have changed dramatically over the past 20 years, credential requirements have not. These proposed amendments and additions to the California Code of Regulations, Title 5 are intended to address the needs of today's students to be served by highly trained, professional teachers in well-planned, modern instructional programs.

More specifically, the proposed changes are intended to:

- strengthen the program of personalized preparation by developing competencies in the areas of curriculum, learning and instruction, classroom management, evaluation, foundations, diversity and special needs.
- implement a two-level preparation program to replace the existing structure so that learners may be served sooner by persons with needed teaching skills. The first level is intended to develop competencies necessary for minimal success in the classroom (survival skills) and to require the attainment of those competencies sooner than is currently required. The second level is intended to develop competencies consisting of advanced knowledge of learning theory, instructional techniques and other professional development areas.
- provide credential applicants with complete information about what they will be expected to complete in order to renew their credentials.
- clearly identify the subjects that can be named on the credential and specify subjects that are relevant to today's programs.
- engage credential holders in and provide opportunities for meaningful, continuing professional growth activities.
- add to the pool of qualified substitute teachers in vocational education programs.
- provide greater flexibility to the teaching experience required for the clear credential.
- provide for the one-time reissuance of preliminary credentials to persons who have completed all renewal requirements with the exception of the teaching experience requirement.
- make other technical, non substantive changes intended to simplify and/or clarify current requirements.

#### Rationale for Proposed Regulations

Until relatively recently, much of the attention given by the Commission and the Legislature to credential requirements, program standards and related issues have focused upon Multiple Subject, Single Subject, and Specialist Instruction Teaching Credentials.

In 1991, however, the Commission undertook several significant activities in relation to Designated Subjects Teaching Credentials. These activities emanated primarily from the Commission's legislative mandates to streamline the credential system and to ensure teacher competence.

In May of 1991, the Commission established an advisory Streamlining Panel and charged the members with the responsibility of developing recommendations for consideration which would streamline the credential structure. In some cases, the Panel called for the establishment of subcommittees to prepare in-depth analyses of complex issues. One of those issues was the structure of the Designated Subjects Vocational Education Teaching Credential, and a subcommittee, representative of the field of vocational education, was appointed and began work in October of 1991. In

order to meet its charge, the Subcommittee focused its activities upon the complete re-evaluation of existing standards, requirements and processes.

In July of 1991, the Commission established a Designated Subjects Adult Education Teaching Credential Advisory Panel, representative of the field of adult education, to make recommendations on broad policies that could facilitate the development of program standards, review the minimum requirements for teachers of adult learners, review the current credentialing process, and provide input as to the best method(s) of providing instruction to the large population of limited-English speaking adults.

While minor, but much needed, adjustments had been made to Designated Subjects Teaching Credential requirements over the years, these advisory groups conducted the first comprehensive review of these credentials in over 20 years.

The Vocational Education Subcommittee completed its deliberations in November of 1992 and presented its recommendations to the Commission over the time period of December, 1992 through June, 1993. The Adult Education Advisory Panel completed its deliberations in December of 1992 and presented its recommendations to the Commission over the time period of March, 1993 through October, 1993. After considerable discussion and public input, the Commission adopted recommendations which resulted in the proposed regulations outlined below.

- **Section 80025.5** would establish a new Designated Subjects Vocational Education 30-Day Substitute Teaching Permit to make substitute teachers with verifiable work experience available to serve in the various vocational education programs.
- **Section 80034** defines the terminology as used within the regulations dealing with designated subjects credentials. The amendments would add to and modify those certain definitions to adequately describe the terminology used in the proposed regulations.
- **Section 80035** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear full-time Designated Subjects Vocational Education Teaching Credential.

With respect to requirements, the proposed amendments would require that applicants: a) be fully apprised of all credential requirements by an approved local education agency rather than simply being "aware" of requirements by some unspecified means as is currently required; b) submit verification of qualifying work experience which is currently implied, but not specified; c) complete personalized preparation requirements in two stages for the purpose of earlier acquisition of needed teaching skills (Level I to be completed within the first two years of issuance of the five-year preliminary credential and Level II to be completed prior to issuance of the clear credential), rather than the single five year time period that is currently required; and d) be allowed to obtain, without the need to appeal as is currently required, a one-time reissuance

of a preliminary Designated Subjects Vocational Education Teaching Credential if all requirements for the clear credential are completed with the exception of the teaching experience requirement.

With respect to authorization, the proposed amendments would not make any substantive change, but rather would serve to clarify and simplify the existing authorization for service of a full-time Designated Subjects Vocational Education Teaching Credential.

With respect to period of validity, the proposed amendments would a) continue with the current five-year period of validity for an initial preliminary full-time Designated Subjects Vocational Education Teaching Credential, but would specify that the credential would authorize service for no more than two years unless the credential holder presents verification of having met Level I requirements; and b) specify a five-year period of validity for the proposed new one-time reissuance of a preliminary Designated Subjects Vocational Education Teaching Credential.

With respect to renewal, the proposed amendments would require verification of completion of 150 clock hours of professional growth to renew a clear full-time Designated Subjects Vocational Education Teaching Credential that is initially issued on or after July 1, 1996. Under current provisions, professional growth is not required for renewal.

- **Section 80035.1** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear part-time Designated Subjects Vocational Education Teaching Credential.

With respect to requirements, the proposed amendments would require that applicants: a) be fully apprised of all credential requirements by an approved local education agency rather than simply being "aware" of requirements by some unspecified means as is currently required; b) submit verification of qualifying work experience which is currently implied, but not specified; c) complete Level I personalized preparation requirements within the first two years of issuance of the five-year preliminary credential, rather than the five year time period that is currently required; d) verify completion of health education requirements as specified in Education Code Section 44260.8; and e) be allowed to obtain, without the need to appeal as is currently required, a one-time reissuance of a preliminary Designated Subjects Vocational Education Teaching Credential if all requirements for the clear credential are completed with the exception of the teaching experience requirement.

With respect to authorization, the proposed amendments would clarify and simplify the existing authorization for service as well as clearly define, for the first time, the meaning of the "not more than half-time" provision of the authorization of a part-time Designated Subjects Vocational Education Teaching Credential.

With respect to period of validity, the proposed amendments would a) continue with the current five-year period of validity for an initial preliminary part-time Designated Subjects Vocational Education

Teaching Credential, but would specify that the credential would authorize service for no more than two years unless the credential holder presents verification of having met Level I requirements; and b) specify a five-year period of validity for the proposed new one-time reissuance of a preliminary Designated Subjects Vocational Education Teaching Credential.

With respect to renewal, the proposed amendments would require verification of completion of professional growth (75 clock hours); and two years of work experience, completed during the five year period of validity of the clear credential, directly related to the subject named on the credential to renew a clear part-time Designated Subjects Vocational Education Teaching Credential that is initially issued on or after July 1, 1996. Under current provisions, professional growth and ongoing work experience are not required for renewal.

- **Section 80035.5** specifies, for the first time, the subjects that can be placed on Designated Subjects Vocational Education Teaching Credentials (both part-time and full-time). Further, this section provides for the addition of new subjects, as the need arises. Current regulations provide no guidance to applicants, school districts or others relative to the subject(s) that can be named on these credential.
- **Section 80036** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear full-time Designated Subjects Adult Education Teaching Credential.

With respect to requirements, the proposed amendments would require that applicants: a) be fully apprised of all credential requirements by an approved local education agency rather than simply being "aware" of requirements by some unspecified means as is currently required; b) submit verification of qualifying work experience which is currently implied, but not specified; c) complete personalized preparation requirements in two stages for the purpose of earlier acquisition of needed teaching skills (Level I to be completed within the first two years of issuance of the five-year preliminary credential and Level II to be completed prior to issuance of the clear credential), rather than the single five year time period that is currently required; and d) be allowed to obtain, without the need to appeal as is currently required, a one-time reissuance of a preliminary Designated Subjects Vocational Education Teaching Credential if all requirements for the clear credential are completed with the exception of the teaching experience requirement.

With respect to authorization, only minor, non substantive amendments are proposed.

With respect to period of validity, the proposed amendments would a) continue with the current five-year period of validity for an initial preliminary full-time Designated Subjects Adult Education Teaching Credential, but would specify that the credential would authorize service for no more than two years unless the credential holder presents verification of having met Level I requirements; and b) specify a five-year

period of validity for the proposed new one-time reissuance of a preliminary Designated Subjects Adult Education Teaching Credential.

With respect to renewal, the proposed amendments would require verification of completion of 150 clock hours of professional growth to renew a clear full-time Designated Subjects Adult Education Teaching Credential that is initially issued on or after July 1, 1996. Under current provisions, professional growth is not required for renewal.

- **Section 80036.1** specifies the requirements for, authorization of, period of validity of, and renewal requirements for both the preliminary and clear part-time Designated Subjects Adult Education Teaching Credential.

With respect to requirements, the proposed amendments would require that applicants: a) be fully apprised of all credential requirements by an approved local education agency rather than simply being "aware" of requirements by some unspecified means as is currently required; b) submit verification of qualifying work experience which is currently implied, but not specified; c) complete Level I personalized preparation requirements within the first two years of issuance of the five-year preliminary credential, rather than the five year time period that is currently required; d) verify completion of health education requirements as specified in Education Code Section 44260.8; and e) be allowed to obtain, without the need to appeal as is currently required, a one-time reissuance of a preliminary Designated Subjects Vocational Education Teaching Credential if all requirements for the clear credential are completed with the exception of the teaching experience requirement.

With respect to authorization, the proposed amendments would clarify and simplify the existing authorization for service as well as clearly define, for the first time, the meaning of the "not more than half-time" provision of the authorization of a part-time Designated Subjects Adult Education Teaching Credential.

With respect to period of validity, the proposed amendments would a) continue with the current five-year period of validity for an initial preliminary part-time Designated Subjects Adult Education Teaching Credential, but would specify that the credential would authorize service for no more than two years unless the credential holder presents verification of having met Level I requirements; and b) specify a five-year period of validity for the proposed new one-time reissuance of a preliminary Designated Subjects Adult Education Teaching Credential.

With respect to renewal, the proposed amendments would require verification of completion of professional growth (75 clock hours) to renew a clear part-time Designated Subjects Adult Education Teaching Credential that is initially issued on or after July 1, 1996. Under current provisions, professional growth is not required for renewal.

- **Section 80036.2** specifies the qualifying experience and/or education required in each subject that can be named on a Designated Subjects Adult Education Teaching Credential (both part-time and full-time). With the exception of the subjects of English as a Second Language and

Elementary and Secondary Basic Skills, these subject requirements remain unchanged from current requirements. The proposed changes in requirements for the subjects of English as a Second Language and Elementary and Secondary Basic Skills reflect content that is more directly related to knowledge of these subjects.

- **Section 80036.3** identifies the subjects than can be named on a Designated Subjects Adult Education Teaching Credential (both part-time and full-time). The proposed amendments would more closely align these subjects with adult education program offerings than the subjects that are currently available. The amendments would establish a single set of subjects for both part-time and full-time credentials rather than the current provisions which specify different subjects for part-time and full-time credentials. English as a second language, the subject with the highest student enrollments in adult education, is identified, for the first time, as a separate subject. Further, this section would provide for the addition of new subjects, as the need arises.
- **Section 80036.5** would provide that a preliminary Designated Subjects Adult or Vocational Education Teaching Credential which was issued prior to the effective date of the proposed changes shall remain in force as long as it is valid and shall be renewed if requirements for its renewal are met on time (“grandparenting”).
- **Section 80040** specifies the procedures to be followed by local education agencies that seek Commission approval to offer a program of personalized preparation for designated subjects credentials. The proposed amendments do not make substantive changes, but rather simplifies and clarifies approval procedures.
- **Section 80040.1** describes the purpose of the program of personalized preparation as well as the cooperative nature of the process of planning an applicant's program of personalized preparation. The amendments would specify, rather than imply as is currently the case, that program requirements must be met in accordance with Commission-approved standards. Other, non-substantive technical amendments are proposed.
- **Section 80040.2** specifies the amount and content of the required programs of personalized preparation for the Designated Subjects Adult Education Teaching Credential (both part-time and full-time). The proposed amendments are more descriptive, comprehensive and relevant to adult education than the current, more generic requirements. The proposed amendments would establish requirements specifically for the teaching of adult learners and includes needed coverage of such important issues as diversity, instructional technology and interpersonal relations. Current requirements are not specific to the teaching of adult learners.
- **Section 80040.2.5** would require Designated Subjects Adult Education Teaching Credential programs that prepare persons who teach adults with disabilities, English as a second language, and older adults to include demonstrated competence in instructional strategies, activities and materials that are appropriate to these specialized subjects and

populations within the instructional practices component of their program of personalized preparation.

- **Section 80040.2.7** would provide already approved Local Education Agencies with a one year time period to submit for Commission review a revised application for approval and revised program which reflect the proposed adult education requirements.
- **Section 80042** would strengthen personalized preparation program requirements for full-time Designated Subjects Teaching Credentials to include competencies in the areas of curriculum, learning and instruction, classroom management, evaluation, foundations and special needs; specify the content of Level I and Level II requirements; and increase from the current minimum of 9 semester units or 135 clock hours of personalized preparation to a new minimum of 12 semester units or 180 clock hours.
- **Section 80042.5** would provide already approved Local Education Agencies with a one year time period to submit for Commission review a revised application for approval and revised program which reflect the proposed vocational education requirements.
- **Sections 80567 and 80569** would establish 150 clock hours of professional growth requirements for the renewal of a clear full-time Designated Subjects Adult or Vocational Education Teaching Credential; and 75 clock hours of professional growth requirements for the renewal of a clear part-time Designated Subjects Adult or Vocational Education Teaching Credential. A wide range of options are proposed which would provide continued learning in the subject matter, the occupation, and the educational process.

#### Documents Relied Upon in Making the Determination to Change these Regulations

- Data reports from the Credential Automation System
- Laws and regulations pertaining to the requirements and authorizations of Designated Subjects Adult and Vocational Education Teaching Credentials.
- "A Report to the Commission on Teacher Credentialing from the Designated Subjects Adult Education Teaching Credential Advisory Group", March 1993.
- "A Report to the Commission on Teacher Credentialing from the Designated Subjects Vocational Education Teaching Credential Advisory Group", December 1992.
- Agenda items presented to the Commission on Teacher Credentialing.
- Official minutes of actions taken by the Commission on Teacher Credentialing.

#### **Written Comment Period**

Any interested person, or his or her authorized representative, may submit written comments on the proposed actions. The written comment period closes at 5:00 p.m. on November 30, 1994.

Any written comments received 14 days prior to the public hearing will be reproduced by the Commission's staff for each Commissioner as a courtesy to the person submitting the comments and will be included in the written agenda prepared for and presented to the full Commission at the hearing.

### **Submission of Written Comments**

A response form is attached for your use when submitting written comments to the Commission. Please send it to the Commission at 1812 9th Street, Sacramento, CA 95814-7000, so it is received at least one day prior to the date of the public hearing.

### **Public Hearing**

Oral comments on the proposed action will be taken at the public hearing. We would appreciate 14 days advance notice in order to schedule sufficient time on the agenda. Please contact Dr. Philip A. Fitch, Executive Director, at (916) 445-0184 regarding this.

Any person wishing to submit written comments at the public hearing may do so. It is requested, but not required, that persons submitting such comments provide twenty-five copies. All written statements submitted at the hearing will, however, be given full consideration regardless of the number of copies submitted.

### **Modification of Proposed Actions**

If the Commission proposes to modify the actions hereby proposed, the modifications (other than non substantial or solely grammatical modifications) will be made available for public comment for at least 15 days before they are adopted.

### **Contact Person/Further Information**

Inquires concerning the proposed actions may be directed to Sanford L. Huddy, telephone (916) 322-2304. Upon request, a copy of the express terms of the proposed actions and a copy of the initial statement of reasons will be made available. In addition, all of the information upon which this proposal is based is available for inspection and copying.

### **Attachments**

**Commission on Teacher Credentialing**

**Division VIII of Title 5  
of the California Code of Regulations**

**Proposed Addition of Sections**

**80025.5, 80035.5, 80040.2.5, 80040.2.7, 80042, 80042.5, 80567, and 80569  
Pertaining to Requirements for Designated Subjects Teaching Credentials  
AND**

**Proposed Amendment of Sections**

**80034, 80035, 80035.1, 80036, 80036.1, 80036.2, 80036.3, 80040, 80040.1,  
and 80040.2 Pertaining to Requirements for Designated Subjects Teaching  
Credentials**

1 80025.5. Emergency Designated Subjects Vocational Education  
2 Permit for 30-Day Substitute Teaching Service.

3 (a) Requirements for issuance and reissuance of the Designated  
4 Subjects Vocational Education Permit for 30-Day Substitute Teaching  
5 Service include all of the following:

6 (1) High School Diploma or equivalent as defined in Section  
7 80034(h);

8 (2) Verification, by employers, of five years of work experience  
9 directly related to a subject listed in Section 80035.5. Forty-eight  
10 semester units or the quarter unit equivalent of postsecondary  
11 vocational training, related to that vocational education subject and  
12 verified by official transcript, may be substituted for a maximum of  
13 two of the five years of work experience. This substitution may be  
14 made on a pro rata basis up to the two year maximum. Teaching  
15 shall not be considered as acceptable work experience.

16 (3) Submission of a completed credential application form;  
17 verification of completion of requirements specified in Subsections  
18 (a)(1), and (a)(2), above; unless clearance is already on file with the  
19 Commission, personal identification on duplicate fingerprint cards  
20 and the Application for Character and Identification Clearance; and  
21 payment of a fee as specified in Section 80487. Requirements for the  
22 third and subsequent reissuances shall also include verification of  
23 completion of 30 clock hours of professional growth requirements as  
24 specified in Section 80569.

25 (b) Authorization. The Emergency Designated Subjects  
26 Vocational Education Permit for 30-Day Substitute Teaching Service  
27 authorizes the holder to serve as a substitute in any classroom in any  
28 county in which the permit is registered provided the employing  
29 agency has a completed Statement of Need. Such substitute teaching  
30 shall be part of a program of technical, trade or vocational education.  
31 However, the holder shall not serve as a substitute for more than 30  
32 days for any one teacher during the school year.

33 (c) The Statement of Need for 30-day Substitute Teachers must:

34 (1) describe the situation or circumstances that necessitate the use  
35 of an emergency permit holder, and

36 (2) state that either a credentialed person is not available, or that  
37 one or more credentialed persons are available, but do not meet the  
38 specified employment criteria established by the employing agency,  
39 and

40 (3) be prepared and signed by, as applicable, the superintendent  
41 of the employing school district, the superintendent of the employing  
42 county if the service will be rendered in county operated schools, or

1 the head of the state agency under which the employing school  
2 operates.

3 (d) An Emergency Designated Subjects Vocational Education  
4 Permit for 30-Day Substitute Teaching is valid for no less than one  
5 year and expires one calendar year from the first day of the month  
6 immediately following the date of issuance.  
7

8 NOTE: Authority cited: Section 44225, Education Code.  
9 Reference Section 44300(g), Education Code.

10  
11 **80034. Designated Subjects Credentials and Programs: Definition**  
12 **and Terms.**

13 (a) The term "Academic Subjects," as it applies to designated  
14 subjects adult education credentials, means those studies that are  
15 liberal, classical and/or related to high school graduation  
16 requirements, rather than technical or vocational, including, but not  
17 limited to the subjects contained within the following categories:

18 (1) ~~Adult basic education, as defined in Education Code Section~~  
19 ~~8511-Elementary and Secondary Basic Skills;~~

20 (2) ~~English and Humanities~~ English;

21 (3) ~~Foreign Language~~ English as a Second Language;

22 (4) ~~Mathematics~~ Fine Arts;

23 (5) ~~Science~~ A Language Other than English (specify);

24 (6) ~~Social Sciences~~ Mathematics;

25 (7) ~~Science;~~ and

26 (8) ~~Social Sciences.~~

27 (b) The term "non-academic subjects," as it applies to designated  
28 subjects adult education credentials, means those subjects that are  
29 technical or vocational, rather than liberal or classical, including, but  
30 not limited to the subjects contained within the following categories:

31 (1) ~~Arts and Crafts~~ Adults with Disabilities;

32 (2) ~~Business Education~~ Health and Safety;

33 (3) ~~Communications~~ Home Economics;

34 (4) ~~Foreign Language (conversational)~~ Older Adults;

35 (5) ~~Gerontology~~ Parent Education ; and

36 (6) ~~Handicapped~~ Vocational Education.

37 (7) ~~Health and Safety;~~

38 (8) ~~Health Occupations;~~

39 (9) ~~Home Economics;~~

40 (10) ~~Parent Education;~~

41 (11) ~~Public Administration;~~

42 (12) ~~Vocational Training.~~

1 (c) "Local Education Agency" (LEA) as it applies to designated  
2 subjects credentials, means any of the following categories of  
3 agencies which are authorized to develop, submit and implement a  
4 Commission-approved program of personalized preparation, as listed  
5 in Sections 80040.2, 80040.2.5 and 80042 ~~in cooperation with a~~  
6 ~~Commission-approved teacher preparation institution:~~

7 (1) A California public school district or consortium of school  
8 districts;

9 (2) A California county superintendent of schools office;

10 (3) A California regional occupation program or center;

11 (4) A California State Agency;

12 (5) A Commission-approved teacher preparation institution;

13 (d) "Employing School District" (ESD) means a California school  
14 district, county superintendent of schools office, or other public  
15 education agency, or private school of equivalent status that employs  
16 holders of designated subjects credentials to teach vocational, adult  
17 or special subjects classes.

18 (e) ~~"Two years or the equivalent, of successful full-time teaching"~~  
19 ~~means:~~

20 ~~(1) teaching a minimum of 360 hours per year for two years~~  
21 ~~within the five year period of validity of the preliminary designated~~  
22 ~~subjects credential; and~~

23 ~~(2) the renewal of an employment contract with one ESD for a~~  
24 ~~second year of service. If the applicant is unable to obtain~~  
25 ~~employment within the five-year valid period of the preliminary~~  
26 ~~credential, he/she may submit an application for an appeal for an~~  
27 ~~extension of time.~~

28 (f) ~~(e)"Two years or the equivalent of successful part-time teaching"~~  
29 ~~means:~~

30 (1) for any designated subjects teaching credential, teaching a  
31 minimum of one course in each of four semesters terms within the  
32 five-year period of validity of the preliminary designated subjects  
33 part-time credential. Two of these terms must be with one ESD ; and  
34 or

35 (2) ~~the renewal of an employment contract or the employment~~  
36 ~~agreement with one ESD for a minimum of three of the four~~  
37 ~~semesters. If the applicant is unable to obtain employment within the~~  
38 ~~five-year valid period of the preliminary credential, he/she may~~  
39 ~~submit an application for an appeal for an extension of time. for the~~  
40 designated subjects vocational education teaching credential, a  
41 minimum of 360 clock hours of supervised occupational student  
42 teaching.

1 ~~(g)~~ (f) "Program of Personalized Preparation" means a program  
 2 submitted by a ~~Local Education Agency (LEA)~~ LEA approved by the  
 3 Commission on Teacher Credentialing for the purpose of developing  
 4 pedagogical or andragogical skills and understandings specific to the  
 5 needs of designated subjects credential holders.

6 ~~(h)~~ (g) "Equivalent to the high school diploma" means:

7 (1) a diploma based on passage of the General Education  
 8 Development Test; or

9 (2) the foreign equivalent to the high school diploma which is a  
 10 diploma, certificate, or the title awarded to mark the completion of a  
 11 program normally requiring twelve years of schooling, or required for  
 12 admission to an institution of higher education. Examples of such  
 13 foreign equivalents are listed in the "Placement Recommendation" of  
 14 the American Association of College Registrars and Admission  
 15 Officers' "World Education Series " and the U.N.E.S.C.O. "World  
 16 Survey of Education, IV, Higher Education"; ~~or~~ .

17 ~~(3) certification as to the successful passage of the California High~~  
 18 ~~School Proficiency Examination, pursuant to Education Code Section~~  
 19 ~~51215.~~

20 ~~(i)~~ (h) "Work experience," as it applies to designated subjects  
 21 vocational education teaching credentials, means full-time or part-  
 22 time experience directly related to the subject to be named on the  
 23 credential. Work experience may be paid or not paid. No more than  
 24 one year of work experience shall apply toward meeting designated  
 25 subjects credential requirements during any twelve calendar month  
 26 period. 1500 clock hours shall be the minimum required for each  
 27 year of work experience. Part-time work experience may be  
 28 cumulated to equate to the required 1500 clock hours of work  
 29 experience.

30 ~~(j)~~ (i) "Vocational teaching experience" means experience as a  
 31 teacher or instructor of the specific subject to be named on the  
 32 credential in any course that is intended to result in the entry-level  
 33 employment of the students enrolled in that course. One class hour  
 34 of vocational teaching experience is equal to one clock hour of work  
 35 experience.

36 ~~(k)~~ (j) "College level related coursework" means postsecondary  
 37 coursework that is offered by an accredited college or university that  
 38 directly relates to the subject to be named on the credential. One  
 39 semester unit of college or university coursework, for the purpose of  
 40 computing work experience for the designated subjects vocational  
 41 education credential only, equates to sixty-two and one-half (62 1/2)  
 42 clock hours.

1 (k) "Non-college related coursework" means coursework,  
2 workshops, or seminars offered by an agency other than an  
3 accredited college or university that provides upgrading or  
4 development of skills directly related to the subject to be named on  
5 the credential. One class hour of non-college related coursework is  
6 equal to one clock hour of work experience.

7 (l) "Occupational internship" means a planned occupational  
8 experience offered by an educational agency in cooperation with an  
9 employer designed to provide the intern with depth, breadth and  
10 expertise in the subject to be named on the credential. One class  
11 hour of occupational internship experience is equal to one clock hour  
12 of work experience.

13 (m) "Supervised occupational student teaching" means a planned  
14 course of instruction that is approved by the Commission and offered  
15 by an LEA for the purpose of providing the student teacher with  
16 depth, breadth and expertise in pedagogical skills through actual  
17 classroom teaching experience in an occupational program or  
18 programs in the public schools. Such occupational student teaching  
19 shall be offered by the LEA if there is an appropriate course or  
20 program available where the supervised occupational student  
21 teaching may occur. Supervised occupational student teaching shall  
22 be offered in cooperation with an ESD and shall be supervised by  
23 both the LEA and the ESD.

24 (n) "Verification of experience" or "verification of work  
25 experience" means confirmation of the applicant's qualifying  
26 experience, in writing, signed by the applicant's past or present  
27 employer(s) on company letterhead that attests to and or includes all  
28 of the following:

- 29 (1) employer's name, address and telephone number;  
30 (2) the working relationship of the person signing the verification  
31 to the applicant;  
32 (3) beginning and ending dates of employment;  
33 (4) complete description of duties;  
34 (5) a statement as to whether or not the employment was full-  
35 time; if employment was less than full-time, an accounting of the  
36 number of hours the applicant was employed;

37 (6) If the applicant was self-employed or if the applicant's  
38 experience was avocational, verification shall include a statement,  
39 signed by the applicant under penalty of perjury, detailing the  
40 information described in (n)(1) through (n)(5), above, and must be  
41 further substantiated, in writing, by other person(s) having first-hand  
42 knowledge of the applicant's self-employment or avocation, such as

1 the applicant's accountant, major supplier of goods, or major user of  
 2 goods or services.

3 (o) "Experience," as it applies to designated subjects adult  
 4 education teaching credentials, means full-time or part-time  
 5 experience directly related to the subject to be named on the  
 6 credential. Experience may be paid or not paid. No more than one  
 7 year of experience shall apply toward meeting designated subjects  
 8 credential requirements during any twelve calendar month period.  
 9 1500 clock hours shall be the minimum required for each year of  
 10 experience. Part-time experience may be cumulated to equate to the  
 11 required 1500 clock hours of experience.  
 12

13 NOTE: Authority cited: Section 44225, Education Code.  
 14 Reference Sections 44260, 44260.1, 44260.2, 44260.3, 44260.4,  
 15 Education Code.  
 16

17 **80035. Specific Requirements for and Authorization of the**  
 18 **Designated Subjects Preliminary and Clear Full-Time Vocational**  
 19 **Education Teaching Credentials.**

20 (a) The minimum requirements for the issuance of an initial  
 21 preliminary full-time vocational education teaching credential shall  
 22 include all of the following:

23 (1) Verification, by employers, of five years of work experience  
 24 directly related to each subject to be named on the credential and  
 25 listed in Section 80035.5. Forty-eight semester units or the quarter  
 26 unit equivalent of postsecondary vocational training, related to the  
 27 subject to be named on the credential and verified by official  
 28 transcript, may be substituted for a maximum of two of the five years  
 29 of work experience. This substitution may be made on a pro rata  
 30 basis up to the two year maximum. One year of the required work  
 31 experience shall be within the three years immediately preceding the  
 32 issuance of the preliminary credential. Except as provided below,  
 33 teaching shall not be considered as acceptable work experience. For  
 34 purposes of meeting the requirement of one year of work experience  
 35 within the three years immediately preceding the issuance of the  
 36 preliminary credential, any of the following or a combination of the  
 37 following may be cumulated to total 1500 clock hours:

- 38 (A) work experience,  
 39 (B) vocational teaching experience,  
 40 (C) college level related coursework,  
 41 (D) non-college related coursework, or  
 42 (E) an occupational internship,  
 43 (2) Verification of a high school diploma or the equivalent;

1 (3) Verification of knowledge of the Constitution of the United  
2 States, as specified in Education Code Section 44335, by one of the  
3 means described in Section 80415;

4 (4) Verification, signed by a Commission-approved LEA, or by an  
5 ESD authorized to do so by a Commission-approved LEA in  
6 accordance with guidelines established by the Commission, the  
7 Employing School District (ESD) or a Commission-approved Local  
8 Education Agency (LEA) that the applicant is aware has been fully  
9 apprised of the requirements for both the preliminary and clear  
10 credentials, including the Level I and Level II requirements of the  
11 program of personalized preparation.

12 (5) Submission of a completed application form; a  
13 recommendation, signed by a Commission-approved LEA or the ESD  
14 on a form approved by the Commission, verification of the  
15 applicant's qualifying work experience, the fee(s) as specified in  
16 Section 80487; verification as specified for requirements (a)(1)  
17 through (a)(4) (a)(5); and, unless clearance is already on file with the  
18 Commission, personal identification on duplicate fingerprint cards  
19 and the Application for Character and Identification Clearance.

20 (b) The minimum requirements for the continuance of a  
21 preliminary full-time vocational education teaching credential shall  
22 include all of the following:

23 (1) A valid initial preliminary full-time vocational education  
24 teaching credential;

25 (2) Verification by a Commission-approved LEA to the ESD of the  
26 successful completion of all Level I requirements of a Commission-  
27 approved program of personalized preparation. In the event that the  
28 ESD is not known to the LEA, such verification shall be provided  
29 directly to the candidate.

30 (b)(c) The minimum requirements for the one-time reissuance of  
31 a preliminary full-time vocational education teaching credential shall  
32 include all of the following:

33 (1) A valid preliminary full-time vocational education teaching  
34 credential;

35 (2) Verification by a Commission-approved LEA of completion of  
36 all Level I and Level II requirements of a Commission-approved  
37 program of personalized preparation;

38 (3) Verification of completion of the health unit requirements  
39 specified in Education Code Section 44260.8;

40 (4) Submission of a completed application form; a  
41 recommendation signed by a Commission-approved LEA and/or the  
42 ESD on a form approved by the Commission; the fee(s) as specified in

1 Section 80487; and verifications as specified for requirements (c)(2)  
 2 through (c)(4).

3 ~~(b)~~ (d) The minimum requirements for the clear full-time  
 4 vocational education teaching credential shall include all of the  
 5 following:

6 (1) A valid preliminary full-time vocational education teaching  
 7 credential;

8 (2) Verification by the ESD of two years, ~~or the equivalent,~~ of  
 9 successful full-time teaching in the subject(s) and grade level(s) as  
 10 authorized by the preliminary vocational education teaching  
 11 credential ~~and as defined in Section 80034(e) while holding the valid~~  
 12 preliminary full-time vocational education teaching credential;

13 (3) Verification by a Commission-approved LEA of completion of  
 14 all Level I and Level II requirements of nine semester units or 135  
 15 clock hours in a Commission-approved program(s) of personalized  
 16 preparation;

17 (4) Verification of completion of the health unit requirements  
 18 specified in Education Code Section 80421 44260.8;

19 (5) Submission of a completed application form; a  
 20 recommendation signed by a Commission-approved LEA and/or the  
 21 ESD on a form approved by the Commission; the fee(s) as specified in  
 22 Section 80487; and verifications as specified for requirements ~~(b)(2),~~  
 23 ~~(b)(3) and (b)(4)~~ (d)(2) through (d)(5).

24 ~~(e)~~ (e) Authorization. The preliminary or clear full-time  
 25 vocational education teaching credential authorizes the holder to  
 26 teach in the subject ~~or trade~~ named on the credential as specified in  
 27 Section 80035.5 in grades 12 and below, and in classes organized  
 28 primarily for adults, in technical, trade or vocational courses,  
 29 including, but not limited to, agricultural occupations, business and  
 30 office occupations, health occupations, home economics related  
 31 occupations, marketing and distributive occupations, technical  
 32 occupations, or trade occupations which shall be part of a vocational  
 33 education program of technical, trade or vocational education.

34 ~~(d)~~ (f) Period of Validity. The period of validity of the  
 35 preliminary and clear full-time vocational education teaching  
 36 credentials shall be as follows:

37 (1) A preliminary full-time vocational education teaching  
 38 credential issued on the basis of the applicant's satisfaction of all  
 39 requirements excepting (a)(3) shall be valid for one year. The one-  
 40 year preliminary full-time vocational education teaching credential  
 41 shall be extended to the full five-year preliminary period upon  
 42 verification of satisfaction of requirement (a)(3) and submission of a

1 completed application form and the fee(s), as specified in Section  
2 80487;

3 (2) An initial preliminary full-time vocational education teaching  
4 credential issued on the basis of the applicant's satisfaction of all  
5 requirements specified in subsection (a) shall be valid for five years,  
6 but shall authorize service for no more than two years from the date  
7 of issuance of the credential unless the holder presents verification of  
8 having met requirements for continuance, by a Commission-  
9 approved LEA, to his or her ESD of the successful completion of all  
10 Level I requirements of a Commission-approved program of  
11 personalized preparation;

12 (3) A preliminary full-time vocational education teaching  
13 credential reissued on the basis of the applicant's satisfaction of all  
14 requirements specified in subsection (c) shall be valid for five years.  
15 Only one five-year reissuance shall be allowed to any qualifying  
16 applicant;

17 ~~(3)~~ (4) A clear full-time vocational education teaching credential  
18 issued on the basis of the applicant's satisfaction of all requirements  
19 specified in subsection ~~(b)~~ (d) shall be valid for five years.

20 ~~(e)~~ (g) Renewal Requirements. A clear full-time vocational  
21 education teaching credential is renewable on the basis of submission  
22 of an application and the payment of a fee as specified in Section  
23 80487. A clear full-time vocational education teaching credential  
24 that is initially issued on or after July 1, 1996, is renewable on the  
25 basis of submission of an application, the payment of a fee as  
26 specified in Section 80487, and verification of completion of 150  
27 clock hours of professional growth requirements as described in  
28 Section 80569.  
29

30 NOTE: Authority cited: Section 44225, Education Code.  
31 Reference Sections 44252, 44253, 44256(d), 44260, 44260.1,  
32 44260.8, 44277, and 44335, Education Code.  
33

34 **80035.1. Specific Requirements for and Authorization of the**  
35 **Designated Subjects Preliminary and Clear Part-Time Vocational**  
36 **Education Teaching Credential.**

37 (a) The minimum requirements for the issuance of an initial  
38 preliminary part-time vocational education teaching credential shall  
39 include all of the following:

40 (1) Verification, by previous employers, of five years of work  
41 experience, directly related to each subject to be named on the  
42 credential and listed in Section 80035.5. Forty-eight semester units  
43 or the quarter unit equivalent of postsecondary vocational training,

1 related to the subject to be named on the credential and verified by  
2 official transcript, may be substituted for a maximum of two of the  
3 five years of work experience. This substitution may be made on a  
4 pro rata basis up to the two year maximum. One year of the required  
5 work experience shall be within the three years immediately  
6 preceding the issuance of the preliminary credential. Except as  
7 provided below, teaching shall not be considered as acceptable work  
8 experience.

9 For purposes of meeting the requirement of one year of work  
10 experience within the three years immediately preceding the issuance  
11 of the preliminary credential, any of the following or a combination of  
12 the following may be cumulated experience to total 1500 clock hours  
13 may be accepted:

- 14 (A) work experience,
- 15 (B) vocational teaching experience,
- 16 (C) college level related coursework
- 17 (D) non-college related coursework, or
- 18 (E) an occupational internship.

19 (2) Verification of a high school diploma or the equivalent;

20 (3) Verification, signed by a Commission-approved LEA, or by the  
21 Employing School District (ESD) an ESD authorized to do so by a  
22 Commission-approved LEA in accordance with guidelines established  
23 by the Commission or a Commission-approved Local Education  
24 Agency (LEA) that the applicant is aware has been fully apprised  
25 of the requirements for both the preliminary and clear credentials,  
26 including the program of personalized preparation;

27 (4) Submission of a completed application form; a  
28 recommendation signed by a Commission-approved LEA or ESD on a  
29 form approved by the Commission; verification of the applicant's  
30 qualifying work experience; the fee as specified in Section 80487;  
31 verification as specified for requirements (a)(1) through (a)(4); and,  
32 unless clearance is already on file with the Commission, personal  
33 identification on duplicate fingerprint cards and the Application for  
34 Character and Identification Clearance.

35 (b) The minimum requirements for the continuance of a  
36 preliminary part-time vocational education teaching credential shall  
37 be all of the following:

38 (1) A valid initial preliminary part-time vocational education  
39 teaching credential;

40 (2) Verification by a Commission-approved LEA to the ESD of the  
41 successful completion of all Level I requirements of a Commission-  
42 approved program of personalized preparation. In the event that the

1 ESD is not known to the LEA, such verification shall be provided  
 2 directly to the candidate.

3 (c) The minimum requirements for the one-time reissuance of a  
 4 preliminary part-time vocational education teaching credential shall  
 5 include all of the following:

6 (1) A valid preliminary part-time vocational education teaching  
 7 credential;

8 (2) Verification by a Commission-approved LEA of completion of  
 9 all Level I requirements of a Commission-approved program of  
 10 personalized preparation;

11 (3) Verification of completion of the health unit requirements  
 12 specified in Education Code Section 44260.8;

13 (4) Submission of a completed application form; a  
 14 recommendation signed by a Commission-approved LEA and or the  
 15 ESD on a form approved by the Commission; the fee(s) as specified in  
 16 Section 80487; and verifications as specified for requirements (c)(2)  
 17 through (c)(4).

18 ~~(b)~~ (d) The minimum requirements for the clear part-time  
 19 vocational education teaching credential shall include all of the  
 20 following:

21 (1) A valid preliminary vocational education teaching credential;  
 22 (2) Verification by the ESD of two years, ~~or the equivalent,~~  
 23 ~~successful part-time or full-time teaching in the subject(s) and grade~~  
 24 ~~level(s) as authorized by the preliminary part-time vocational~~  
 25 ~~education teaching credential;~~

26 (3) Verification by a Commission-approved LEA of completion of  
 27 ~~all Level I requirements of four semester units, or sixty clock hours, in~~  
 28 ~~a Commission-approved program(s) of personalized preparation;~~

29 (4) Verification of completion of the health unit requirements  
 30 specified in Education Code Section 44260.8;

31 ~~(4)~~ (5) Submission of a completed application form; a  
 32 recommendation signed by a Commission-approved LEA and/or the  
 33 ESD on a form approved by the Commission; the fee as specified in  
 34 Section 80487; and verification of requirements as specified in ~~(b)(2)~~  
 35 ~~and (b)(3) (d)(2) through (d)(5).~~

36 ~~(e)~~ (e) Authorization. The preliminary or clear part-time  
 37 vocational education teaching credential authorizes the holder to  
 38 teach not more than half-time, ~~as established by the employing~~  
 39 ~~school district,~~ in the subject ~~or trade~~ named on the credential in  
 40 grades 12 and below, and in classes organized primarily for adults, in  
 41 technical, trade or vocational courses, ~~including, but not limited to,~~  
 42 ~~agricultural occupations, business and office occupations, health~~  
 43 ~~occupations, home economics-related occupations, marketing and~~

1 ~~distributive occupations, technical occupations, or trade occupations~~  
2 ~~which shall be part of a vocational education program of technical,~~  
3 ~~trade or vocational education. For the purpose of this credential,~~  
4 ~~half-time for the holder of this credential who teaches in only one~~  
5 ~~school district shall not exceed one-half of a full-time assignment for~~  
6 ~~vocational educators in that school district. Half-time for the holder~~  
7 ~~of this credential who teaches in more than one school district shall~~  
8 ~~not exceed one-half of the greatest number of hours considered to be~~  
9 ~~a full-time assignment for vocational educators in any one of the~~  
10 ~~districts.~~

11 ~~(d)~~ (f) Period of Validity. The period of validity of the  
12 preliminary and clear part-time vocational education teaching  
13 credential shall be as follows:

14 (1) A ~~An~~ initial preliminary part-time vocational education  
15 teaching credential issued on the basis of the applicant's satisfaction  
16 of all requirements specified in subsection (a) shall be valid for five  
17 years; ~~but shall authorize service for no more than two years from~~  
18 ~~the date of issuance of the credential unless the holder presents~~  
19 ~~verification of having met requirements for continuance, by a~~  
20 ~~Commission-approved LEA, to his or her ESD of the successful~~  
21 ~~completion of all Level I requirements of a Commission-approved~~  
22 ~~program of personalized preparation;~~

23 (2) A preliminary part-time vocational education teaching  
24 credential reissued on the basis of the applicant's satisfaction of all  
25 requirements specified in subsection (c) shall be valid for five years.  
26 Only one five-year reissuance shall be allowed to any qualifying  
27 applicant;

28 ~~(2)~~ (3) A clear part-time vocational education teaching credential  
29 issued on the basis of the applicant's satisfaction of all requirements  
30 specified in subsection ~~(b)~~ (d) shall be valid for five years ~~and is~~  
31 ~~renewable on the basis of an application and payment of a fee.~~

32 (g) Renewal Requirements. A clear part-time vocational  
33 education teaching credential is renewable on the basis of submission  
34 of an application and the payment of a fee as specified in Section  
35 80487. A clear part-time vocational education teaching credential  
36 that is initially issued on or after July 1, 1996, is renewable on the  
37 basis of submission of an application; the payment of a fee as  
38 specified in Section 80487; two years of work experience, completed  
39 during the five year period of validity of the clear credential, directly  
40 related to the subject named on the credential; and verification of  
41 completion of professional growth requirements as described in  
42 Section 80569.  
43

1 NOTE: Authority cited: Section 44225, Education Code.  
2 Reference Sections 44256(d), 44260.5, 44260.8, and 44277,  
3 Education Code.  
4

5 **80035.5. Subject Classification System for Designated Subjects**  
6 **Vocational Education Teaching Credentials**

7 (a) LEAs and or ESDs shall recommend applicants for designated  
8 subjects vocational education teaching credentials in one of the  
9 following subjects:

10  
11 accounting occupations; agriculture business management and  
12 marketing; agriculture mechanics; airframe and powerplant  
13 mechanics; amusement and theme park occupations; animal care;  
14 animal control; animal production; athletic trainer; automotive body  
15 repair and refinishing; automotive brake installation and repair;  
16 automotive electrical systems service and repair; automotive heating  
17 and air-conditioning service; automotive mechanics; automotive parts  
18 counterperson; automotive suspension and steering repair;  
19 automotive transmission and transaxle service and repair; avionics;  
20 banking; barbering; bicycle repair; biomedical equipment technology;  
21 boat building; business management; carpentry; child care; clothing,  
22 alteration and repair; commercial art; commercial diving; commercial  
23 photography; communications electronics; computer applications;  
24 computer assisted manufacturing; computer electronics; computer  
25 maintenance and repair; computer programming; computer systems  
26 operation; concrete placing and finishing; construction equipment  
27 operation; construction inspection; control system maintenance and  
28 repair; cosmetology; court reporting; crop production; custodial  
29 services; customer service representative; dental services; diesel  
30 equipment mechanics; dietetics and nutrition service; drafting  
31 occupations; drywall installation; elderly care services (non-medical);  
32 electric motor repair; electrical power distribution; electrician;  
33 electronic consumer products service; electronic publishing;  
34 electronics assembly; energy, environment and resource  
35 management; engine performance technician; event and conference  
36 planning; fabric maintenance services; family and human service  
37 occupations; fashion design; fashion manufacturing (factory and  
38 custom); fashion merchandising; financial management and services;  
39 fire control and safety; fire fighting; floor covering installation;  
40 floriculture and floristry; food and beverage production and  
41 preparation; food and beverage services; forestry, natural resources  
42 and rural recreation; foundry work; furniture making, finishing and  
43 refinishing; general contracting; glazing; hazardous materials

1 occupations; health care biotechnology services; health care  
2 diagnostic services; health care information services; health care  
3 preventive services; health care supportive services; heating, air-  
4 conditioning and ventilation installation and service; heavy  
5 equipment maintenance and repair; hotel and lodging occupations;  
6 hybrid microelectronics; income tax preparation; industrial ceramics  
7 manufacturing; industrial electronics; industrial maintenance;  
8 information processing; information systems management; instrument  
9 repair; insurance occupations; interior design; interior maintenance  
10 (residential and commercial); international trade; jewelry design,  
11 fabrication, and repair; landscaping; law enforcement occupations;  
12 legal office occupations; locksmithing and safe repair; machine tool  
13 operation and machine shop; major appliance repair; manicuring and  
14 pedicuring; marine power plant maintenance and repair; marketing;  
15 masonry; medical office services; metal fabrication; millwork and  
16 cabinet making; motor sweeper operator; motorcycle service and  
17 repair; multimedia production; nursing services; office occupations;  
18 optical goods work; ornamental nursery operation; painting-  
19 construction; pipefitting and steamfitting; plastering; plastics and  
20 composites manufacturing occupations; plumbing; pool and spa  
21 service; printing and graphics occupations; product development,  
22 testing and demonstration; protective and security services; real  
23 estate; recreation; refrigeration installation and maintenance;  
24 residential and commercial repair and remodeling; robotics; roofing;  
25 secretary/stenographer; sheet metal fabrication; shoe repair; small  
26 appliance repair; small business ownership and/or management;  
27 small engine service and repair; stage technology; structural and  
28 reinforcement ironwork; structural pest control; surveying;  
29 teaching/teacher aide; technical illustration; telecommunications;  
30 textile design; textile production and fabrication; therapeutic services;  
31 tile setting; tool and die making; tow truck operation; travel services;  
32 truck and bus driving; upholstery; warehousing; water treatment;  
33 welding; other vocational, trade, or technical occupation (specify).

34 (b) From time to time the Executive Director of the Commission  
35 on Teacher Credentialing may establish new subjects, each of which  
36 shall be brought to the Commission on Teacher Credentialing on a  
37 regular basis for inclusion in Section 80035.5(a).  
38

39 NOTE: Authority cited: Section 44225, Education Code.  
40 Reference Sections 44260, 44260.1, and 44260.5, Education Code.  
41

1 **80036. Specific Requirements for and Authorization of the Full-**  
2 **time Designated Subjects Preliminary and Clear Adult Education**  
3 **Teaching Credential.**

4 (a) The minimum requirements for the issuance of an initial  
5 preliminary full-time adult education teaching credential shall include  
6 all of the following:

7 (1) Verification of five years of experience and/or education  
8 related to each subject to be named on the credential. The  
9 experience and/or education shall meet the criteria specified in  
10 Section 80036.2.

11 (2) Verification of a high school diploma or the equivalent;

12 (3) Verification of knowledge of the Constitution of the United  
13 States, as specified in Education Code Section 44335, by one of the  
14 means described in Section 80415;

15 (4) Verification of passage of the California Basic Educational  
16 Skills Test, as specified in Education Code Section 44252. Applicants  
17 for an adult education teaching credential authorizing the teaching of  
18 adults in an apprenticeship program, approved by the Apprenticeship  
19 Standards Division of the Department of Industrial Relations, or in a  
20 non-academic subject are exempt from this requirement;

21 (5) Verification, signed by a Commission-approved LEA, or by an  
22 ESD authorized to do so by a Commission-approved LEA in  
23 accordance with guidelines established by the Commission, by the  
24 Employing School District (ESD) or a Commission-approved Local  
25 Education Agency (LEA) that the applicant is aware has been fully  
26 apprised of the requirements for both the preliminary and clear  
27 credentials, including the Level I and Level II requirements of the  
28 program of personalized preparation;

29 (6) Submission of a completed application form; a  
30 recommendation signed by a Commission-approved LEA or the ESD  
31 on a form approved by the Commission; verification of the  
32 applicant's qualifying experience, if experience is offered in partial  
33 satisfaction of requirements; the fee as specified in Section 80487;  
34 verification as specified for requirements (a)(1) through (a)(5); and,  
35 unless clearance is already on file with the Commission, personal  
36 identification on duplicate fingerprint cards and the Application for  
37 Character and Identification Clearance.

38 (b) The minimum requirements for the continuance of a  
39 preliminary full-time adult education teaching credential shall include  
40 all of the following:

41 (1) A valid initial preliminary full-time adult education teaching  
42 credential;

1     (2) Verification by a Commission-approved LEA to the ESD of the  
 2 successful completion of all Level I requirements of a Commission-  
 3 approved program of personalized preparation. In the event that the  
 4 ESD is not known to the LEA, such verification shall be provided  
 5 directly to the candidate.

6     (c) The minimum requirements for the one-time reissuance of a  
 7 preliminary full-time adult education teaching credential shall include  
 8 all of the following:

9     (1) A valid preliminary full-time adult education teaching  
 10 credential;

11     (2) Verification by a Commission-approved LEA of completion of  
 12 all Level I and Level II requirements of a Commission-approved  
 13 program of personalized preparation;

14     (3) Verification of completion of the health education unit  
 15 requirements specified in Education Code Section 44260.8;

16     (4) Submission of a completed application form; a  
 17 recommendation signed by a Commission-approved LEA and/or the  
 18 ESD on a form approved by the Commission; the fee(s) as specified in  
 19 Section 80487; and verifications as specified for requirements (c)(2)  
 20 through (c)(4).

21     ~~(b)~~ (d) The minimum requirements for the clear full-time adult  
 22 education teaching credential shall include all of the following:

23     (1) A valid preliminary adult education teaching credential.

24     (2) Verification by the ESD of two years, ~~or the equivalent,~~ of  
 25 successful full-time teaching adult learners in the subject(s) as  
 26 authorized by the preliminary adult education teaching credential  
 27 while holding the valid preliminary full-time adult education teaching  
 28 credential;

29     (3) Verification by a Commission-approved LEA of completion of  
 30 all Level I and Level II requirements of ~~nine semester units, or 135~~  
 31 ~~clock hours,~~ in a Commission-approved program(s) of personalized  
 32 preparation;

33     (4) Verification of completion of the health unit requirement  
 34 specified in Education Code Section ~~44260.8 44261,~~ by one of the  
 35 means specified in Section 80421;

36     (5) Submission of a completed application form; a  
 37 recommendation signed by the Commission-approved LEA and/or the  
 38 ESD on a form approved by the Commission; the fee as specified in  
 39 Section 80487; and verification as specified for requirements ~~(b)(2),~~  
 40 ~~(b)(3) and (b)(4)~~ (d)(2) through (d)(5).

41     ~~(e)~~ (e) Authorization. The preliminary or clear full-time adult  
 42 education teaching credential authorizes the holder to teach the

1 subjects named on the credential as specified in Section 80036.3(a) in  
2 courses organized primarily for adults.

3 ~~(d)~~ (f) Period of Validity. The period of validity of the preliminary  
4 and clear full-time adult education teaching credentials shall be as  
5 follows:

6 (1) A preliminary full-time adult education teaching credential  
7 issued on the basis of the applicant's satisfaction of all requirements  
8 excepting (a)(3) shall be valid for one year. The one-year preliminary  
9 adult education teaching credential shall be extended to the full five-  
10 year preliminary period upon verification of satisfaction of  
11 requirement (a)(3) and submission of a completed application form  
12 and the fee, as specified in Section 80487;

13 (2) An initial preliminary full-time adult education teaching  
14 credential issued on the basis of the applicant's satisfaction of all  
15 requirements specified in subsection (a) shall be valid for five years,  
16 but shall authorize service for no more than two years from the date  
17 of issuance of the credential unless the holder presents verification of  
18 having met requirements for continuance, by a Commission-  
19 approved LEA, to his or her ESD of the successful completion of all  
20 Level I requirements of a Commission-approved program of  
21 personalized preparation;

22 (3) A preliminary full-time adult education teaching credential  
23 reissued on the basis of the applicant's satisfaction of all requirements  
24 specified in subsection (c) shall be valid for five years. Only one five-  
25 year reissuance shall be allowed to any qualifying applicant.

26 ~~(3)~~ (4) A clear full-time adult education teaching credential  
27 issued on the basis of the applicant's satisfaction of all requirements  
28 specified in subsection ~~(b)~~ (d) shall be valid for five years ~~and is~~  
29 ~~renewable on the basis of an application and payment of a fee .~~

30 (g) Renewal Requirements. A clear full-time adult education  
31 teaching credential is renewable on the basis of submission of an  
32 application, the payment of a fee as specified in Section 80487. A  
33 clear full-time adult education teaching credential that is initially  
34 issued on or after July 1, 1996, is renewable on the basis of  
35 submission of an application, the payment of a fee as specified in  
36 Section 80487, and verification of completion of 150 clock hours of  
37 professional growth requirements as described in Section 80567.

38  
39 NOTE: Authority cited: Section 44225, Education Code.  
40 Reference Sections 44252, 44253, 44260.2, 44260.3, 44260.8,  
41 44277, and 44335, Education Code.  
42

1 **80036.1. Specific Requirements for and Authorization of the**  
2 **Designated Subjects Preliminary and Clear Part-time Adult**  
3 **Education Teaching Credential**

4 (a) The minimum requirements for the issuance of an initial  
5 preliminary part-time adult education teaching credential shall  
6 include all of the following:

7 (1) Verification of five years of experience and/or education  
8 related to each subject to be named on the credential and listed in  
9 Section 80036.3. The experience and/or education shall meet the  
10 criteria specified in Section 80036.2;

11 (2) Verification of a high school diploma or the equivalent;

12 (3) Verification of passage of the California Basic Educational  
13 Skills Test, as specified in Education Code Section 44252. Applicants  
14 for an adult education teaching credential authorizing the teaching of  
15 adults in an apprenticeship program or in a non-academic subject are  
16 exempt from this requirement;

17 (4) Verification, signed by a Commission-approved LEA, or by  
18 an ESD authorized to do so by a Commission-approved LEA in  
19 accordance with guidelines established by the Commission, by the  
20 Employing School District (ESD) or a Commission-approved Local  
21 Education Agency (LEA) that the applicant is aware has been fully  
22 apprised of the requirements for both the preliminary and clear  
23 credentials, including the program of personalized preparation;

24 (5) Submission of a completed application form; a  
25 recommendation signed by a Commission-approved LEA or the ESD  
26 on a form approved by the Commission; verification of the  
27 applicant's qualifying experience and education; the fee as specified  
28 in Section 80487; verifications as specified for requirements (a)(1)  
29 through (a)(4) (5); and, unless clearance is already on file with the  
30 Commission, personal identification on duplicate fingerprint cards  
31 and the Application for Character and Identification Clearance.

32 (b) The minimum requirements for the continuance of a  
33 preliminary part-time adult education teaching credential shall be all  
34 of the following:

35 (1) A valid initial preliminary part-time adult education teaching  
36 credential;

37 (2) Verification by a Commission-approved LEA to the ESD of  
38 the successful completion of all Level I requirements of a  
39 Commission-approved program of personalized preparation. In the  
40 event that the ESD is not known to the LEA, such verification shall be  
41 provided directly to the candidate.

1 (c) The minimum requirements for the one-time reissuance of a  
 2 preliminary part-time adult education teaching credential shall  
 3 include all of the following:

4 (1) A valid preliminary part-time adult education teaching  
 5 credential;

6 (2) Verification by a Commission-approved LEA of completion  
 7 of all Level I requirements of a Commission-approved of personalized  
 8 preparation;

9 (3) Verification of completion of the health unit requirements  
 10 specified in Education Code Section 44260.8;

11 (4) Submission of a completed application form; a  
 12 recommendation signed by a Commission-approved LEA and or the  
 13 ESD on a form approved by the Commission; the fee(s) as specified in  
 14 Section 80487; and verifications as specified for requirements (c)(2)  
 15 through (c)(4).

16 ~~(b)~~ (d) The minimum requirements for the clear part-time adult  
 17 education teaching credential shall include all of the following:

18 (1) A valid preliminary ~~part-time~~ adult education teaching  
 19 credential;

20 (2) Verification by the ESD of two years, ~~or the equivalent,~~ of  
 21 successful ~~part-time~~ teaching adult learners in the subject(s)  
 22 authorized by the preliminary ~~part-time~~ adult education teaching  
 23 credential;

24 (3) Verification by a Commission-approved LEA of completion  
 25 of all Level I requirements of ~~four semester units, or 60 clock hours,~~  
 26 in a Commission-approved program(s) of personalized preparation;

27 (4) Verification of completion of the health unit requirements  
 28 specified in Education Code Section 44260.8.

29 ~~(4)~~ (5) Submission of a completed application form; a  
 30 recommendation signed by a Commission-approved LEA and/or the  
 31 ESD on a form approved by the Commission; the fee as specified in  
 32 Section 80487; and verification as specified for requirements ~~(b)(2)~~  
 33 and ~~(b)(3)~~ (d)(2) through (d)(5).

34 ~~(e)~~ (e) Authorization. The preliminary or clear part-time adult  
 35 education teaching credential authorizes the holder to teach not more  
 36 than half-time, ~~as established by the employing school district,~~ in the  
 37 subject named on the credential ~~as specified in Section 80036.3(b)~~ in  
 38 courses organized primarily for adults. For the purpose of this  
 39 credential, half-time for the holder of this credential who teaches in  
 40 only one school district shall not exceed one-half of a full-time  
 41 assignment for adult educators in that school district. Half-time for  
 42 the holder of this credential who teaches in more than one school  
 43 district shall not exceed one-half of the greatest number of hours

1 considered to be a full-time assignment for adult educators in any one  
 2 of the districts.

3 ~~(d)~~ (f) Period of Validity. The period of validity of the  
 4 preliminary and clear part-time adult education teaching credentials  
 5 shall be as follows:

6 (1) ~~A~~ An initial preliminary part-time adult education teaching  
 7 credential issued on the basis of the applicant's satisfaction of all  
 8 requirements specified in subsection (a) shall be valid for five years;  
 9 but shall authorize service for no more than two years from the date  
 10 of issuance of the credential unless the holder presents verification of  
 11 having met requirements for continuance, by a Commission-  
 12 approved LEA, to his or her ESD of the successful completion of all  
 13 Level I requirements of a Commission-approved program of  
 14 personalized preparation;

15 (2) A preliminary part-time adult education teaching credential  
 16 reissued on the basis of the applicant's satisfaction of all requirements  
 17 specified in subsection (c) shall be valid for five years. Only one five-  
 18 year reissuance shall be allowed to any qualifying applicant;

19 ~~(2)~~ (3) A clear part-time adult education teaching credential  
 20 issued on the basis of the applicant's satisfaction of all requirements  
 21 specified in subsection ~~(b)~~ (d) shall be valid for five years ~~and is~~  
 22 ~~renewable on the basis of an application and payment of a fee.~~

23 (g) Renewal Requirements. A clear part-time adult education  
 24 teaching credential is renewable on the basis of submission of an  
 25 application; and the payment of a fee as specified in Section 80487.  
 26 A clear part-time adult education teaching credential that is initially  
 27 issued on or after July 1, 1996, is renewable on the basis of  
 28 submission of an application; the payment of a fee as specified in  
 29 Section 80487 and verification of completion of professional growth  
 30 requirements as described in Section 80567.

31  
 32 NOTE: Authority cited: Section 44225, Education Code.  
 33 Reference Sections 44260.5, 44260.8, and 44277, Education Code.

34  
 35 **80036.2. Qualifying Experience and/or Education for the**  
 36 **Designated Subjects Adult Education Teaching Credential.**

37 (a) Qualifying experience, or experience and education, or  
 38 education, for an adult education credential authorizing the teaching  
 39 of a non-academic subject shall meet one of the criteria described in  
 40 Table I the table below:

41  
 42  
 43 

	Years of Subject-Related Experience Required
Education and/or Training	

1	High School Diploma or equivalent.....	+ 5 years
2	Twenty four semester units of collegiate course work, including	
3	a minimum four semester units in the subject to be taught .....	+ 4 years
4	Forty eight semester units of collegiate course work, including	
5	a minimum eight semester units in the subject to be taught.....	+ 3 years
6	Seventy two semester units of collegiate course work, including	
7	a minimum twelve semester units in the subject to be taught.....	+ 2 years
8	Ninety six semester units of collegiate course work, including a	
9	minimum sixteen semester units in the subject to be taught.....	+ 1 year
10	Baccalaureate degree with subject matter in the field to be	
11	taught verified by at least one of the following.....	+ 0 years
12	Completion of 20 semester units or	
13	10 upper division semester units in	
14	the subject to be taught.	

(b) Qualifying education for an adult education credential authorizing the teaching of an academic subject shall include a baccalaureate or higher degree completed at a regionally accredited college or university and completion of 20 semester units or 10 upper division semester units in the subject to be taught.

(c) Qualifying education for an adult education credential authorizing the teaching of English as a Second Language shall include a baccalaureate or higher degree completed at a regionally accredited college or university and completion of 20 semester units or 10 upper division semester units in one or any combination of the following:

- (1) Teaching English as a Second Language (TESL);
- (2) Teaching English to Speakers of Other Languages (TESOL);
- (3) English;
- (4) any language other than English;
- (5) linguistics;
- (6) bilingual/bicultural studies;
- (7) teaching reading;
- (8) speech.

(d) Qualifying education for an adult education credential authorizing the teaching of Elementary and Secondary Basic Skills shall include a baccalaureate or higher degree completed at a regionally accredited college or university and completion of 20 semester units with at least three units in four of the following six areas: English, mathematics, science, social sciences, fine arts and a foreign language.

NOTE: Authority cited: Section 44225, Education Code.  
Reference Sections 44260.2, 44260.3, and 44260.5, Education Code.

1 **80036.3. Subject Course Classification System for Designated**  
 2 **Subjects Adult Education Teaching Credentials.**

3 (a) LEAs and or ESDs shall recommend applicants for designated  
 4 subjects adult education teaching credentials in a subject(s) contained  
 5 within the categories that follow:

<u>Category</u>	<u>Subject (to be named on the credential)</u>
<u>Adults with Disabilities</u>	<u>adaptive arts and crafts; adaptive computer technology; adaptive physical education; health; self-maintenance skills; other (specify)</u>
<u>Elementary and Secondary Basic Skills</u>	<u>elementary and secondary basic skills (includes basic education-grades one through eight; arithmetic; reading; individualized high school learning lab/G.E.D./contract class settings; citizenship); other (specify)</u>
<u>English</u>	<u>English</u>
<u>English as a Second Language</u>	<u>English as a second language</u>
<u>Fine Arts</u>	<u>fine arts</u>
<u>A Language Other than English (specify)</u>	<u>a specific language, other than English</u>
<u>Health and Safety</u>	<u>CPR; environmental safety; first aid; health education; nutrition; physical fitness and conditioning; safety education; other (specify)</u>
<u>Home Economics</u>	<u>arts and crafts; clothing construction; consumer education; decorative arts; dietetics and food management; nutrition; food preparation; home management; interior design; textiles; upholstery; other (specify)</u>
<u>Mathematics</u>	<u>mathematics</u>
<u>Older Adults</u>	<u>communication skills; creative arts; health; performing arts; physical fitness; public affairs;</u>

1		<u>retirement planning; safety; self-</u>
2		<u>maintenance; other (specify)</u>
3	<u>Parent Education</u>	<u>parent education; childbirth</u>
4		<u>education; human development;</u>
5		<u>family management; other (specify)</u>
6	<u>Science</u>	<u>life science, including general</u>
7		<u>science; physical science,</u>
8		<u>including general science; other</u>
9		<u>(specify)</u>
10	<u>Social Sciences</u>	<u>social sciences</u>
11	<u>Vocational Education</u>	<u>aeronautics; agriculture;</u>
12		<u>bookkeeping and accounting;</u>
13		<u>building and construction trades;</u>
14		<u>business management; career</u>
15		<u>development; computer</u>
16		<u>technology; cosmetology;</u>
17		<u>electronics technology; health</u>
18		<u>occupations; industrial</u>
19		<u>technology; marine technology;</u>
20		<u>nursing; office occupations; other</u>
21		<u>(specify)</u>

22  
 23 (b) From time to time the Executive Director of the Commission  
 24 on Teacher Credentialing may establish new categories or subjects,  
 25 each of which shall be brought to the Commission on Teacher  
 26 Credentialing on a regular basis for inclusion in Section 80036.3(a).

27  
 28 ~~(a) LEAs and/or ESDs shall recommend applicants for the full-time~~  
 29 ~~adult education teaching credentials for one of the following 17 adult~~  
 30 ~~education course categories: Arts and Crafts; Basic Education;~~  
 31 ~~Business Education; Communications; English and Humanities;~~  
 32 ~~Foreign Language; Gerontology; Handicapped; Health and Safety;~~  
 33 ~~Health Occupations; Home Economics; Mathematics; Parent~~  
 34 ~~Education; Public Administration; Science; Social Science; or~~  
 35 ~~Vocational Training.~~

36 ~~(b) LEAs and/or ESDs shall recommend applicants for part-time~~  
 37 ~~adult education teaching credentials for a subject contained within~~  
 38 ~~one of the 17 adult education course categories:~~

39 ~~(1) Arts and Crafts: crafts general, fiber crafts, painting and~~  
 40 ~~drawing, sculpture, ceramics, music, dramatic arts, design, jewelry~~  
 41 ~~and lapidary, cinematography, photography, graphic arts, other~~  
 42 ~~(specify);~~

- 1     ~~(2) Basic Education: Basic education (grades one through eight),~~  
2     ~~arithmetic, high school diploma/G.E.D., reading English as a second~~  
3     ~~language, citizenship education, other (specify);~~
- 4     ~~(3) Business Education: business general, bookkeeping and~~  
5     ~~accounting, financial management, data processing, computer~~  
6     ~~programming, computer science, typing, shorthand, clerical skills-~~  
7     ~~general, secretarial skills-general, data processing, other (specify);~~
- 8     ~~(4) Communications: Communications-general, journalism,~~  
9     ~~interpretation for the deaf, radio and television, advertising, braille~~  
10    ~~transcription, other (specify);~~
- 11    ~~(5) English and Humanities: English, speech and debate, law-~~  
12    ~~general, creative writing, philosophy, library science, religious~~  
13    ~~studies, other (specify);~~
- 14    ~~(6) Foreign Language: specify the language and whether the~~  
15    ~~authorization is for all language and literature skills (academic) or~~  
16    ~~conversation only (nonacademic);~~
- 17    ~~(7) Gerontology: Personal growth and development, community~~  
18    ~~involvement, survival skills, health, safety, and self-maintenance~~  
19    ~~skills;~~
- 20    ~~(8) Handicapped: Selfcare, receptive or expressive language,~~  
21    ~~mobility, self-direction, independent living skills, and economic self~~  
22    ~~sufficiency;~~
- 23    ~~(9) Health and Safety: physical education-general, water safety,~~  
24    ~~first aid, driver education and training, fire prevention and control,~~  
25    ~~industrial safety, adaptive physical education, safety education, health~~  
26    ~~education, other (specify);~~
- 27    ~~(10) Health Occupations: health professions/occupations-general,~~  
28    ~~hospital and health care administration, nurse's aide, gerontological~~  
29    ~~aide, home health aide, hospital ward clerk, dental~~  
30    ~~professional/occupational general, medical laboratory technician,~~  
31    ~~medical record librarian, other (specify);~~
- 32    ~~(11) Home Economics: home economics-general, home~~  
33    ~~decoration and equipment, clothing and textiles, clothing design,~~  
34    ~~clothing merchandising, upholstery, consumer economics and home~~  
35    ~~management, food preparation, consumer homemaking education,~~  
36    ~~other (specify);~~
- 37    ~~(12) Mathematics: technical mathematics, metrics (conversions~~  
38    ~~from English to metric measurements), business mathematics,~~  
39    ~~mathematics-general (high school), algebra-basic, geometry,~~  
40    ~~trigonometry, algebra-advanced, solid geometry, other (specify);~~
- 41    ~~(13) Parent Education: parent education (including foster child~~  
42    ~~care), parent cooperative preschool, family day care operation, child~~  
43    ~~development, family management, other (specify);~~

1 ~~(14) Public Administration: public administration general,~~  
 2 ~~volunteer program management, public health management, park and~~  
 3 ~~recreation management, other (specify);~~

4 ~~(15) Science: natural (life) science general, biology, botany~~  
 5 ~~general, ecology, physical science general, physics, chemistry,~~  
 6 ~~atmospheric science, geology, other (specify);~~

7 ~~(16) Social Sciences: social science general, women's studies,~~  
 8 ~~anthropology, economics, history, geography, political science,~~  
 9 ~~psychology, sociology, other (specify);~~

10 ~~(17) Vocational Training: agriculture/horticulture general,~~  
 11 ~~electronic and electromechanical technology combined or~~  
 12 ~~generalized, printing and lithography general, commercial services~~  
 13 ~~general, barber training, cosmetology, dry cleaning, metals and~~  
 14 ~~metalworking, mechanical technology general, civil construction~~  
 15 ~~management, drafting and design, chemical technology,~~  
 16 ~~woodworking, diesel and automotive technology, aeronautics and~~  
 17 ~~aviation, construction crafts, marine technology, other (specify).~~  
 18

19 NOTE: Authority cited: Section 44225, Education Code.  
 20 Reference Sections 44260.2, 44260.3, and 44260.5, Education Code.  
 21

22 **80036.5. Effect of Changes Upon Certain Holders of Designated**  
 23 **Subjects Teaching Credentials.**

24 A preliminary Designated Subjects Adult Education Teaching  
 25 Credential or a preliminary Designated Subjects Vocational Education  
 26 Teaching Credential which was issued prior to effective date of this  
 27 Section shall remain in force as long as it is valid and shall be  
 28 renewed, provided all requirements for renewal are met in  
 29 accordance with the requirements that were in effect at the time that  
 30 credential was issued.  
 31

32 NOTE: Authority cited: Section 44225, Education Code.  
 33 Reference Section 44225, Education Code.  
 34

35 **80040. General Requirements for Designated Subjects Programs of**  
 36 **Personalized Preparation.**

37 (a) ~~A local education agency LEA~~ desiring to develop offer a  
 38 program of personalized preparation for the designated subjects  
 39 teaching credential or ~~a personalized preservice program in for the~~  
 40 designated subjects supervision and coordination credential shall file  
 41 with the Commission on Teacher Credentialing an application for  
 42 approval, signed by the Chief Administrative Officer of the agency or  
 43 agencies constituting the LEA. This application ~~must attest to the~~

1 following: shall include a complete description of how the program  
 2 will meet each standard of program quality and effectiveness with a  
 3 particular focus upon how the LEA proposes to assure that candidates  
 4 will acquire the competencies, skills and knowledge required.

5 (1) ~~The name of the cooperating institutions or agencies;~~

6 (2) ~~Program goals;~~

7 (3) ~~A description of the program to include the name of the~~  
 8 ~~cooperating institution or agency, program plans and personnel~~  
 9 ~~selection procedure, personalized inservice training plans and time~~  
 10 ~~blocks. Sequences of experiences for the various types of teachers~~  
 11 ~~should be outlined. A local education agency may endorse a~~  
 12 ~~program or programs offered by an approved teacher preparation~~  
 13 ~~institution. In such cases, the approved teacher preparation~~  
 14 ~~institution may submit the program design;~~

15 (4) ~~Means by which the program goals are to be achieved;~~

16 (5) ~~Evaluation design and means;~~

17 (6) ~~Plans for future program revision and development.~~

18 (b) The Commission will approve programs after the review of the  
 19 application, when such application reflects that the program  
 20 submitted by the local education agency LEA meets the requirements.  
 21 Programs will be monitored by the Commission to determine if the  
 22 requirements are being met.  
 23

24 NOTE: Authority cited: Section 44225, Education Code.  
 25 Reference Sections 44260.1, 44260.3, and 44260.5, Education Code.  
 26

27 **80040.1. Cooperative Planning for and Implementation of the**  
 28 **Program of Personalized Preparation.**

29 (a) The purpose of the program of personalized preparation is to  
 30 ensure that teachers holders of designated subjects credentials  
 31 possess develop pedagogical competencies, skills and knowledge and  
 32 instruction skills in accordance with Commission-approved standards  
 33 of program quality and effectiveness.

34 (b) The planning for the program of personalized preparation  
 35 shall include the applicant, the ~~employing school district (ESD)~~ ESD  
 36 and the ~~local education agency (LEA)~~ LEA. Great care shall be taken  
 37 to include those program components which are specific to the  
 38 background and present assignment needs of the applicant.

39 (c) In the event of a difference of opinion between the LEA and an  
 40 ESD as to whether a program of personalized preparation has been  
 41 completed, the holder of a preliminary designated subjects credential  
 42 may file an appeal pursuant to ~~Sections 80505-80522~~ Article 6.  
 43

1 NOTE: Authority cited: Section 44225, Education Code.  
2 Reference Sections 44260.1, 44260.3, and 44260.5, Education Code.  
3

4 **80040.2. Specific Requirements for Programs of Personalized**  
5 **Preparation for the Designated Subjects Adult Education Teaching**  
6 **Credential.**

7 (a) The application for Commission approval of programs of  
8 personalized preparation for the designated subjects adult education  
9 teaching credential shall specify the skills and knowledge to be  
10 required of the candidate, for recommendation for the specific  
11 credential as follows; in, but not limited to, the following areas:

12 (1) Level I requirements for the designated subjects adult  
13 education teaching credential; a minimum of four semester units or  
14 60 clock hours of instruction in the following areas:

15 (A) Diversity in Students and Communities (including, but not  
16 limited to, understanding of student differences; respect for diversity;  
17 and mainstreaming);

18 (B) Adult Learning Process (including, but not limited to,  
19 principles and practices of adult learning; adaptation of instruction to  
20 student differences; problem solving and critical thinking skills;  
21 flexible instructional planning; encouragement of positive student  
22 attitudes toward learning; and instruction relevant and appropriate to  
23 the interests and needs of adult learners);

24 (C) Instructional Practices (including, but not limited to,  
25 awareness and use of instructional practices that are appropriate for  
26 students' abilities and skills; use of a variety of instructional strategies,  
27 including the use of computers in an instructional setting; student  
28 motivation; promotion of excellence and involvement; and classroom  
29 management);

30 (D) Evaluation of Instruction and Student Achievement (including,  
31 but not limited to, understanding of relationship between evaluation  
32 results and the selection of instructional content; and ability to  
33 monitor and evaluate student progress);

34 (E) Interpersonal Relations (including, but not limited to, self-  
35 esteem and respect; and effective communication with students);

36 (2) Level II requirements for the designated subjects adult  
37 education teaching credential; a minimum of five semester units or  
38 75 clock hours of instruction in the following areas:

39 (A) Diversity in Students and Communities (including, but not  
40 limited to, understanding and sensitivity toward the cultural heritage;  
41 community values and individual aspirations of diverse students);

42 (B) Instructional Technology (including, but not limited to, lesson  
43 planning; use of a variety of materials, equipment and technologies;

1 ability to use computers and accompanying technology; knowledge  
 2 and ability to use appropriate technology);

3 (C) Curriculum (including, but not limited to, development of  
 4 course outlines; and preparation of lesson plans);

5 (D) Evaluation of Instruction and Student Achievement (including,  
 6 but not limited to, use of a variety of techniques to determine student  
 7 needs; determination and communication to students of appropriate  
 8 achievement criteria);

9 (E) Counseling and Guidance (including, but not limited to,  
 10 knowledge of a variety of counseling and guidance services; and  
 11 identification of specific services to assist students);

12 (F) Community, Legislative and Occupational Relationships  
 13 (including, but not limited to, roles of governing boards and advisory  
 14 councils; effective marketing techniques; awareness and utilization of  
 15 career information; the legislative process and its effect on adult  
 16 education; awareness of relevant laws and regulations; and funding  
 17 sources);

18 (G) Interpersonal Relation (including, but not limited to,  
 19 understanding of adult developmental stages; motivational, group  
 20 facilitation and conflict resolution skills).

21 ~~(1) Knowledge of cultural differences in students and~~  
 22 ~~communities;~~

23 ~~(2) The learning process;~~

24 ~~(3) Instructional techniques;~~

25 ~~(4) Curriculum and media;~~

26 ~~(5) Instructional evaluation;~~

27 ~~(6) Principles and practices of instruction;~~

28 ~~(7) Supervised field experiences;~~

29 ~~(8) Counseling and guidance;~~

30 ~~(9) Community and occupational relationships;~~

31 ~~(10) Student work experience programs (vocational, adult or~~  
 32 ~~special subjects as appropriate for the credential being sought);~~

33 ~~(11) Organized activities designed to improve the candidate's~~  
 34 ~~academic or occupational deficiencies;~~

35 ~~(12) Evaluation of student achievement;~~

36 ~~(13) Interpersonal relations/communications.~~

37 ~~(b) Components listed in subsection (a)(1)-(6) are required for~~  
 38 ~~Commission approval of personalized preparation programs for all~~  
 39 ~~designated subject credential holders. The LEA is responsible to work~~  
 40 ~~cooperatively with ESDs in implementing each and all components of~~  
 41 ~~the program in a manner that is responsive to the personalized needs~~  
 42 ~~of the designated subjects participants.~~  
 43

1 NOTE: Authority cited: Section 44225, Education Code.  
2 Reference Sections 44260.3, and 44260.5, Education Code.  
3

4 **80040.2.5. Instructional Practices Component of Programs of**  
5 **Personalized Preparation for the Designated Subjects Adult**  
6 **Education Teaching Credential.**

7 (a) The instructional practices component of the program of  
8 personalized preparation for the designated subjects adult education  
9 teaching credential in any subject within the category specified below  
10 shall include demonstrated competence in the following:

11 (1) Adults with Disabilities: instructional strategies, activities and  
12 materials that are appropriate to the teaching of adults with  
13 disabilities.

14 (2) English as a Second Language: language structure, second  
15 language acquisition and development, and instructional strategies,  
16 activities and materials that are appropriate to the teaching of English  
17 as a Second Language to adult learners.

18 (3) Older Adults: instructional strategies, activities and materials  
19 that are appropriate to the teaching of older adults.

20 (b) The instructional practices component of the program of  
21 personalized preparation for applicants for the designated subjects  
22 adult education teaching credential in any subject who wish to teach  
23 in programs that primarily serve older adults shall include  
24 instructional strategies, activities and materials that are appropriate to  
25 the teaching of older adults.

26 (c) The instructional practices component of the program of  
27 personalized preparation for applicants for the designated subjects  
28 adult education teaching credential in any subject who wish to teach  
29 in programs that primarily serve adults with disabilities shall include  
30 instructional strategies, activities and materials that are appropriate to  
31 the teaching of adults with disabilities.  
32

33 NOTE: Authority cited: Section 44225, Education Code.  
34 Reference Sections 44260.3, and 44260.5, Education Code.  
35

36 **80040.2.7. Timeline for Submission of Revised Programs of**  
37 **Personalized Preparation for the Designated Subjects Adult**  
38 **Education Teaching Credential.**

39 An LEA with a program of personalized preparation for the  
40 Designated Subjects Adult Education Teaching Credential that  
41 received Commission-approval prior to the effective date of this  
42 section shall submit a revised application for approval within one  
43 calendar year from the effective date of this section. The Commission

1 will approve revised programs after review of the application when  
2 such application reflects that the revised program submitted by the  
3 LEA meets requirements.  
4

5 NOTE: Authority cited: Section 44225, Education Code.  
6 Reference Sections 44260.3, and 44260.5, Education Code.  
7

8 **80042. Specific Requirements for Programs of Personalized**  
9 **Preparation for the Designated Subjects Vocational Education**  
10 **Teaching Credential.**

11 (a) The application for Commission approval of programs of  
12 personalized preparation for the designated subjects vocational  
13 education teaching credential shall include a description of the  
14 required supervised occupational student teaching component of the  
15 program and shall specify the skills and knowledge to be required of  
16 the candidate, for the recommendation for the specific credential as  
17 follows:

18 (1) Level I requirements for the designated subjects vocational  
19 education teaching credential: a minimum of 6 semester units or 90  
20 clock hours of instruction in the following areas:

21 (A) Learning and instruction (including, but not limited to, basic  
22 learning theory, methods of teaching, and instructional technology  
23 including the use of computers in an instructional setting, and  
24 introduction to special needs);

25 (B) Classroom management (including, but not limited to, the  
26 implementation of safe and legal practices, discipline, class control  
27 and record keeping);

28 (C) Curriculum (including, but not limited to, objectives  
29 development, lesson planning, course materials preparation, and  
30 safety and legal responsibilities); and

31 (D) Student evaluation (including, but not limited to, teacher  
32 generated testing processes).

33 (2) Level II requirements for the designated subjects vocational  
34 education teaching credential: a minimum of 6 semester units or 90  
35 clock hours of instruction in the following areas:

36 (A) Foundations, (including, but not limited to, history and  
37 philosophy of education, scope and function of education,  
38 community relations, leadership development, and advisory groups);

39 (B) Learning and instruction (including, but not limited to,  
40 advanced teaching methods and strategies, instructional technology;  
41 student motivation reinforcement and feedback);

1 (C) Vocational classroom management (including, but not limited  
 2 to, proper learning environment, maintenance and facility  
 3 management, program budgeting and inventory);

4 (D) Curriculum (including, but not limited to, needs assessment  
 5 and the integration of academic skills);

6 (E) Evaluation (including, but not limited to, evaluation of  
 7 instruction and program evaluation); and

8 (F) Special needs (including, but not limited to, handicapping  
 9 conditions, multicultural education, language development, gender  
 10 equity and mainstreaming).

11 (b) The LEA is responsible to work cooperatively with ESDs in  
 12 implementing each and all components of the program in a manner  
 13 that is responsive to the personalized needs of the designated subjects  
 14 participants.

15  
 16 NOTE: Authority cited: Section 44225, Education Code.  
 17 Reference Sections 44260.1, and 44260.5, Education Code.

18  
 19 **80042.5. Timeline for Submission of Revised Programs of**  
 20 **Personalized Preparation for the Designated Subjects Vocational**  
 21 **Education Teaching Credential.**

22 An LEA with a program of personalized preparation for the  
 23 Designated Subjects Vocational Education Teaching Credential that  
 24 received Commission-approval prior to the effective date of this  
 25 section shall submit a revised application for approval within one  
 26 calendar year from the effective date of this section. The Commission  
 27 will approve revised programs after review of the application when  
 28 such application reflects that the revised program submitted by the  
 29 LEA meets requirements.

30  
 31 NOTE: Authority cited: Section 44225, Education Code.  
 32 Reference Sections 44260.1, and 44260.5, Education Code.

33  
 34 **Article 7. Requirements and Procedures for Renewing Professional**  
 35 **Clear Multiple and Single Subject Teaching Credentials; and**  
 36 **Designated Subjects Adult and Vocational Education Teaching**  
 37 **Credentials**

38  
 39 **80567. Professional Growth Requirements for Designated Subjects**  
 40 **Adult Education Teaching Credentials.**

41 The provisions of Section 80550(a) and Sections 80552 through  
 42 80562 shall govern professional growth requirements for Designated

1 Subjects Adult Education Teaching Credentials, with the following  
2 exceptions and additions:

3 (a) The holder of a Designated Subjects Adult Education Teaching  
4 Credential that authorizes teaching only non-academic subjects shall  
5 not be required to select a professional growth advisor who possesses  
6 a baccalaureate degree as specified in Section 80556(b).

7 (b) The domains of professional growth, as defined in Section  
8 80558(b), shall be expanded to include adult learners.

9 (c) The categories of professional growth activities, as defined in  
10 Section 80558(c), shall be expanded for the holder of a Designated  
11 Subjects Adult Education Teaching Credential that authorizes  
12 teaching a non-academic subject, to include technical training or  
13 work experience in the non-academic subject named on the  
14 credential.

15 (d) For the clear part-time Designated Subjects Adult Education  
16 Teaching Credential, submission of a professional growth plan and  
17 record that verifies completion of 75 hours of approved professional  
18 growth activities shall be required.

19 (e) The one-half year of successful service specified in Section  
20 80552(a) shall not be required.

21  
22 NOTE: Authority cited: Section 44225, Education Code.  
23 Reference Sections 44225, 44252(a), 44260.3, and 44277, Education  
24 Code.

25  
26 **80569. Professional Growth Requirements for Designated Subjects**  
27 **Vocational Education Teaching Credentials.**

28 The provisions of Section 80550(a) and Sections 80552 through  
29 80562 shall govern professional growth requirements for Designated  
30 Subjects Vocational Education Teaching Credentials, with the  
31 following exceptions and additions:

32 (a) The professional growth advisor shall not be required to  
33 possesses a baccalaureate degree as specified in Section 80556(b).

34 (b) The categories of professional growth activities, as defined in  
35 Section 80558(c), shall be expanded to include technical training or  
36 work experience in the subject named on the credential.

37 (c) For the clear part-time Designated Subjects Vocational  
38 Education Teaching Credential, submission of a professional growth  
39 plan and record that verifies completion of 75 hours of approved  
40 professional growth activities shall be required.

41 (d) The one-half year of successful service specified in Section  
42 80552(a) shall not be required.  
43

1 | NOTE: Authority cited: Section 44225, Education Code.  
2 | Reference Sections 44225, 44252(a), 44260.1, and 44277, Education  
3 | Code.

## COMMISSION ON TEACHER CREDENTIALING

1812 Ninth Street

Sacramento, California 95814-7000



Attn: Philip A. Fitch, Ed.D.  
Executive Director

**Title:** Designated Subjects Teaching Credentials  
**Subject:** Proposed Addition of Sections 80025.5, 80035.5, 80040.2.5, 80040.2.7, 80042, 80042.5, 80567, and 80569 Pertaining to Requirements for Designated Subjects Teaching Credentials; and Proposed Amendment of Sections 80034, 80035, 80035.1, 80036, 80036.1, 80036.2, 80036.3, 80040, 80040.1, and 80040.2 Pertaining to Requirements for Designated Subjects Teaching Credentials

### Response to the Attached Title 5 Regulations

So that the Commission on Teacher Credentialing can more clearly estimate the general field response to the attached Title 5 regulations, please return this response form to the Commission office at the above address by 5 p.m. on November 30, 1994, in order that the material can be presented at the December 1, 1994 public hearing.

1.  Yes, I agree with the proposed Title 5 Regulations. Please count me in favor of these regulations.
2.  No, I do not agree with the proposed Title 5 Regulations for the following reasons: (If additional space is needed, use the reverse side of this sheet.)
  
3.  Personal opinion of the undersigned, and/or
4.  Organizational opinion representing:  
(Circle One) School District, County Schools, College, University, Professional Organization, Other
5.  I shall be at the public hearing, place my name on the list for making a presentation to the Commission.
6.  No, I will not make a presentation to the Commission at the public hearing.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Employer/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_