

CALIFORNIA COMMISSION ON TEACHER CREDENTIALING

Box 944270 (1900 Capitol Avenue)
Sacramento, California 94244-2700
(916) 445-7254 or (888) 921-2682
www.ctc.ca.gov
credentials@ctc.ca.gov



OFFICE OF THE EXECUTIVE DIRECTOR

DATE: December 7, 2001 01-0017

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

FROM: Sam W. Swofford, Ed.D.
Executive Director

SUBJECT: Private School Experience Based Option for Multiple and Single Subject Teaching Credentials per Senate Bill 57, (Scott).

On September 8, 2001, Senate Bill 57, (Scott) was signed by Governor Davis adding Section 44259.2 to the Education Code. This section was added to the Education Code to address the acute shortage of qualified teachers in California's public school system. Two provisions contained in this Senate Bill enable candidates with accredited private school teaching experience to waive either their teacher preparation program or fieldwork requirements for a credential. EC §44259.2 takes effect January 1, 2002.

The first provision, EC§44259.2 (a), allows the Commission to waive the Single and Multiple Subject teacher preparation programs, including the field experience or student teaching component, for private school teachers with a minimum of six years of full-time teaching experience in a regionally accredited private school. In California, the private school must be accredited by the Western Association of Schools and Colleges (WASC). The second provision, EC§ 44259.2 (b), allows the Commission to waive only the field experience or student teaching component requirement of a teacher preparation program when a minimum of three years of full-time teaching experience in a regionally accredited private school has been demonstrated. These experience based credential options allow teachers to demonstrate their skills, knowledge and abilities equivalent to those acquired in a teacher preparation program or in the field experience requirement.

The following pages provide definitions and criteria the Commission will use to issue a credential based on the private school experience. A Commission leaflet explaining application procedures for issuing these credentials is attached to this correspondence.

Education Code 44259.2 (a) Six Years Experience in Lieu of Teacher Preparation Program

This provision allows the Commission to accept six years of full-time accredited private school teaching experience in lieu of a teacher preparation program including the fieldwork/student teaching component. The following defines accredited private school experience and the verification procedures:

- Six-years of full-time accredited private school teaching experience must be at the same level and in the same subject area of the credential sought.
- California private school teaching experience must be in an accredited private school. California private schools must be accredited by the Western States Association of Schools and Colleges (WASC) for use towards experience requirements and must be verified by the private school's WASC Certificate or letter from the Accreditation Commission.
- Out of state private school teaching experience must be acquired at a school with regional accreditation, which must be verified by a certificate or a letter to the private school from the accrediting body.
- The six-years of experience must be verified on official letterhead of the school signed by the director of personnel, principal or director.
- Two years of rigorous performance evaluations must be submitted with written authenticity by a personnel officer, principal or director. At least one of the evaluations must have been conducted within the last two years of private school teaching. Evaluations must be satisfactory or better.
- The rigorous performance evaluations must include the teacher's effectiveness in the following areas:
 1. The use of teaching strategies that motivate all students to engage in the learning process.
 2. Demonstration of classroom management skills that maintain high standards for student behavior.
 3. Demonstration of knowledge of the subject taught and the use of diverse and appropriate instructional strategies that promote student understanding.
 4. The ability to plan lessons and implement a sequence of appropriate instructional activities.
 5. The ability to communicate effectively by presenting ideas and instructions clearly and meaningfully to all students.
 6. The ability to evaluate and assess student achievement.

Education Code §44259.2 (b) Three Years Experience in Lieu of Fieldwork

- This provision allows the Commission to use three years of full-time teaching experience in an accredited private school in lieu of the fieldwork/ student teaching component. The following defines the accredited private school experience and the verification procedures:
- Three years of full-time accredited private school teaching experience must be at the same level and in the same subject area of the credential sought.
- California private school teaching experience must be in an accredited private school. California private schools must be accredited by the Western States Association of Schools and Colleges (WASC) and must be verified by the private school's WASC Certificate or letter from the Accreditation Commission.
- Out of state private school teaching experience must be acquired at a school with regional accreditation, which must be verified by a certificate or a letter to the private school from the regional accrediting body.
- The three years of experience must be verified on official letterhead of the school signed by the director of personnel, principal or director.
- Two years of rigorous performance evaluations must be submitted with written authenticity by a personnel officer, principal or director. At least one of the evaluations must have been conducted within the last two years of private school teaching. Evaluations must be satisfactory or better.

The rigorous performance evaluations must include the teacher's effectiveness in the following areas:

1. The use of teaching strategies that motivate all students to engage in the learning process.
2. Demonstration of classroom management skills that maintain high standards for student behavior.
3. Demonstration of knowledge of the subject taught and the use of diverse and appropriate instructional strategies that promote student understanding.
4. The ability to plan lessons and implement a sequence of appropriate instructional activities.
5. The ability to communicate effectively by presenting ideas and instructions clearly and meaningfully to all students.
6. The ability to evaluate and assess student achievement.

General Information

Provisions in Education Code §44259.2 (a) and (b) are only applicable to teacher preparation program requirements for the Single and Multiple Subject Teaching Credentials. While the Commission was given the authority to waive teacher preparation coursework and/or the fieldwork/student teaching component for individuals who meet the specific experience requirements, the statutory requirements listed below were not waived and must be met at the time of application for the five-year preliminary teaching credential.

- Bachelor's degree from a regionally accredited college or university
- Passage of the California Basic Education Skills Test (CBEST)
- A comprehensive Reading Instruction Course
- Reading Instruction Competence Assessment (RICA) for Multiple Subject Credentials
- U. S. Constitution
- Verification of Subject-Matter Competence
- Professional Fitness requirements

In addition to the above requirements, individuals who have the three years of private school experience, and have completed a teacher preparation program excluding the student teaching, must provide the following information:

- Verification that the teacher preparation coursework was completed at a regionally accredited college or university.
 - California teachers will need to provide a letter from the education department, signed by the person authorized by the Commission to clear these requirements.
 - Teachers from out of state must provide a letter signed by the Dean of Education at the college or university where the course work was completed.
- To apply for a Professional Clear Credential teachers will need to complete the Fifth Year or an approved induction program under SB 2042, Special Education, Health Education and Computer Education requirements. Teachers who receive the five-year preliminary credential will have five years to complete those requirements.

Applications may be sent directly to the Commission with (SB 57) written on the front of the application.

Further Information/Questions

If you have questions regarding the private school experience-based option to satisfy teacher preparation course work or the fieldwork component please contact Edye Ipsaro at (916) 445-6612 or by e-mail at eipsaro@ctc.ca.gov.



SINGLE SUBJECT AND MULTIPLE SUBJECT TEACHING CREDENTIALS Requirements for Teachers with Private School Experience

California has a two-tier credential structure, a five year preliminary credential is the first credential issued after an individual meets basic credential requirements, a professional clear credential is issued when all credential requirements have been completed.

A Single Subject Teaching Credential authorizes the holder to teach the specific subject(s) named on the credential in departmentalized classes such as those found in most middle schools and high schools. A teacher authorized for single subject instruction may be assigned to teach any subject in his or her authorized fields at any grade level: preschool, grades K–12, or in classes organized primarily for adults.

The statutory subjects available for California Single Subject Teaching Credentials are as follows:

Agriculture	Industrial and Technology Education	Science: Chemistry
Art	Language Other Than English (specify)	Science: Geosciences
Business	Mathematics	Science: Physics
English	Music	Social Science
Health Science	Physical Education	
Home Economics	Science: Biological Sciences	

A Multiple Subject Teaching Credential authorizes the holder to teach in a self-contained classroom such as those found in most elementary schools. A teacher authorized for multiple subject instruction may be assigned to teach at any grade level: preschool, K–12, inclusive, or in classes organized primarily for adults.

Applicants may apply directly to the Commission for this credential by submitting an application form (41-4), fingerprint clearance materials, transcripts, other requested materials, and current applicable fees.

The preliminary credential is issued for a maximum of **five years**. If requirements for the professional clear credential are not completed before the expiration of the preliminary credential, the holder will be unable to teach in the public schools of California on that credential until those requirements are met and the document renewed.

Requirements for All Single Subject and Multiple Subject Teaching Credentials

Applicants must satisfy **all** of the following requirements:

1. Complete a baccalaureate or higher degree from a regionally-accredited college or university
2. Pass the California Basic Educational Skills Test (CBEST) (See California Basic Educational Skills Test leaflet CL-667 for more details.)
3. Complete a course in Developing English Language Skills, including Reading, that is research-based and includes the study of phonemic awareness, spelling patterns, early intervention techniques, ongoing diagnostic techniques, and a strong literature, language, and comprehension component (Submit a copy of the course description for evaluation purposes.)
4. Subject Matter Competence – applicants must satisfy **one** of the following requirements:
 - a. achieve a passing score on the appropriate subject-matter examination(s) (Information about the appropriate subject-matter examination(s) for the secondary credential can be found in Verifying Subject-Matter Competence form CL-674S, which may be obtained from the Commission. For the multiple subject credential information on the Praxis Series Subject Assessment titled *Multiple Subject Assessment for Teachers* (MSAT), can be found in Verifying Subject-Matter Competence form CL-674M, which may be obtained from the Commission.)

(Continued)

- b. complete a Commission-approved subject-matter competence program or it's equivalent and obtain verification of completion from the authorized person in the education department of a California college or university with an approved program (California colleges and universities may have recency requirements that have to be met before a subject-matter statement can be granted.)
5. Pass the Reading Instruction Competence Assessment (RICA) for Multiple Subject Credential only. (Applicants who hold valid California teaching credentials other than internship credentials, internship certificates, pre-intern certificates, and emergency permits are exempt from this requirement. Visit Commission's web page at www.ctc.ca.gov, under examination for The Reading Instruction Competence Assessment [RICA]: Why, What, When and Who? for more information.)
 6. U.S. Constitution – applicants must satisfy **one** of the following requirements:
 - a. complete a course (at least two semester units or three quarter units) in the Provisions and Principles of the U. S. Constitution (Submit a copy of the course description for evaluation purposes.)
 - b. pass an examination in the Provisions and Principles of the U.S. Constitution given by a regionally accredited junior college, community college, college, or university

Five-Year Preliminary Single Subject or Multiple Subject Teaching Credential Based on Three to Five Years of Teaching Experience at a Private School

Teachers who can verify three years to five years of full-time teaching experience at a regionally accredited private school (see Terms and Definitions on page 3) either in California or in an another state or U.S. territory, in the subject area of the credential sought, may qualify for a California teaching credential by documenting **all** of the following (in addition to requirements above):

1. Three or more years of full-time teaching (see Terms and Definitions on page 3) in the subject of the credential sought
2. Evidence of rigorous performance evaluations (see Terms and Definitions on page 3) on which the applicant received a rating of satisfactory or better
3. Verify the completion of a professional preparation program (see Terms and Definitions on page 3) in elementary or secondary education excluding student teaching, at a regionally-accredited institution accredited college or university

Five-Year Preliminary Single Subject or Multiple Subject Teaching Credential Based on Six or More Years of Teaching Experience at a Private School

Teachers who can verify six or more years of full-time teaching experience at an accredited private school either in California or in an another state or U.S. territory, in the subject area of the credential sought, may qualify for a California teaching credential by documenting **all** of the following (in addition to requirements above):

1. Six or more years of full-time teaching (see Terms and Definitions on page 3) in the subject of the credential sought
2. Evidence of rigorous performance evaluations (see Terms and Definitions on page 3) on which the applicant received a rating of satisfactory or better

Professional Clear Single Subject or Multiple Subject Teaching Credential Based on Three or More Years of Private School Teaching Experience

Individuals who obtain the five-year preliminary credential based on three or more years of private school teaching experience may apply directly to the Commission for a professional clear teaching credential by submitting an application form (41-4) and current application fees with documentation of **all** of the following:

1. Completion of requirements 1-6 above
2. Health Education – applicants must complete a unit requirement in health education, including, but not limited to, nutrition; the physiological and sociological effects of alcohol, narcotic, and drug abuse; and the use of tobacco (This requirement must include verification of training in cardiopulmonary resuscitation [CPR] that covers infant, child, and adult CPR skills. CPR certification must be completed while enrolled in a teacher preparation program or while teaching on a valid credential based on a teacher preparation program. Submit a copy of the course description and CPR card for evaluation purposes.)

(Continued)

3. Special Education – applicants must complete a course and field experience in methods of delivering appropriate education services to students with exceptional needs in regular education programs (Course components must include adapting programs and materials to meet the needs of exceptional students, the concept of “least restrictive environment,” and exposure to state and federal laws pertaining to special education. Submit a copy of the course description for evaluation purposes.)
4. Computer Education – applicants must satisfy **one** of the following requirements
 - a. complete a computer education course, which includes general and specialized skills in the use of computers in an educational setting. (Submit a copy of the course description for evaluation purposes.)
 - b. achieve a passing score on the Preliminary Education Technology test (Information about the test, can be found in Examinations for Teacher Certification in California, leaflet CL-818.)
5. Fifth Year – applicants must satisfy a fifth year of study consisting of 30 semester units beyond the bachelor’s degree in a defined field of study designed to improve the teacher’s competence and skills. Those applicants who have not completed a fifth year must do so within five years of the receipt of the preliminary credential. This fifth-year course of study must be accredited by a California teacher preparation institution and may be used for **one or more** of the following purposes:
 - additional subject-matter preparation including, but not limited to, pursuit of a master’s or higher degree
 - completion of an accredited program for an advanced or specialized credential
 - in-service training for which college or university credit is given
 - study undertaken to complete an accredited program of professional preparation

Course Work Submitted for a Credential

An applicant must have an overall grade point average of “C” or better on a five-point scale in all course work offered toward fulfillment of credential requirements. Continuing education units (CEU’s) are not acceptable to fulfill credential requirements.

Terms and Definitions

Accredited Private School: California private schools must have the Western Association of Schools and Colleges (WASC) accreditation. The school must be verified by the schools WASC Certificate or letter from the Accreditation Commission. Out of state private school teaching experience must meet the same standards as required in California. Evidence of regional accreditation such as the certificate or letter to the private school verifying regional certification must be submitted with the application.

Full-Time Teaching Experience: This experience must be full-time teaching; no part-time, aide, volunteer or any combination of teaching and other school employment will be accepted. All experience must be gained in private school. The experience must be verified by the director of personnel on the official letterhead of the school where the teacher was employed.

Rigorous Performance Evaluations: Copies of evaluations of the teacher’s performance in at least two years of teaching must be submitted with written verification of their authenticity by a personnel officer in the school where the evaluations took place. At least one of the evaluations must have been conducted within the last two years of teaching. Evaluation ratings must be satisfactory or better.

The teaching effectiveness areas on the performance evaluation must include, but are not limited to the following:

- The use of teaching strategies that motivate all students to engage in the learning process
- The ability to establish and maintain high standards for student behavior
- A demonstration of deep knowledge of the subject taught and the use of appropriate instructional strategies that promote student understanding
- An ability to plan and implement a sequence of appropriate instructional activities
- An ability to evaluate and assess student achievement

(Continued)

► *If these areas are not included in the evaluation, the applicant would **not** qualify under these requirements.*

Professional Preparation Program: Methods courses in which candidates predominantly study and practices ways of teaching classes and organizing curricula in elementary or secondary school; foundations courses in which candidates predominantly study concepts, information or principles that are presented as basis for effective school practices, and that are present especially for candidates to learn as prospective teachers. Verification of completion of a professional preparation program, excluding student teaching must be by the Dean of Education (or appropriate individual) on the official letterhead of the college or university where the teacher attended classes.

Reference: California Education Code Sections 44259, 44259.2 California Code of Regulations, Section 80025.1