June 1, 1975

TO: District and County Superintendents of Schools

FROM: Peter L. LoPresti, Executive Secretary

SUBJECT: 30-Day Substitute Emergency Credentials for Either Elementary or Secondary Service

Emergency credentials dated July 1, 1975 and after will be granted under the provisions of Title 5, Section 5920.2, Teacher Preparation and Licensing Law of 1970 (Ryan). The format of these emergency documents will reflect fully that credential structure.

1. Minimum requirements—90 semester hours of college coursework obtained in an accredited institution.

2. Statement of need signed by both district and county superintendents, except for state agencies.

3. Service to be limited to one county.

4. If more than one district needs the applicant's services, all statements of need should accompany the original application. Several districts may be listed on one form. Additions at a later date require a new application form and a $10 fee.

Reference is made to the enclosed statement of need, which has been revised. (You may duplicate this form as needed.) Because the 1975 school year documents will designate either elementary or secondary service (not both), it is important that the level of service be indicated on the statement of need. Emergency elementary credentials will be issued as Ryan multiple subject documents and emergency secondary credentials will be issued as Ryan single subject documents, with "any subject" as the subject authorized to permit flexibility in placement of substitutes at the secondary level. Note that a teacher serving on both levels will require two separate credentials to cover service, with two $20 fees.

The new Ryan credentials will bear authorization codes which are fully explained on the reverse of the document. Substitute service in the school year is limited to 30 days for any one regular teacher. Renewals of these emergency credentials are not authorized.
STATEMENT OF NEED
(30-day substitute service)

Emergency Teaching Credential for [ ] Elementary or [ ] Secondary teaching. (Check One)

To the Commission for Teacher Preparation and Licensing

The County Superintendent of Schools has reviewed the information contained in this credential application and certifies to the following, in accordance with the policies of the County Board of Education:

1. The applicant, if granted the requested credential, will be employed only as a substitute teacher for service in _______ school district of _______ county.

2. This person will not serve as a substitute for more than 30 school days in fulfilling the assignment of any one teacher during the entire school year.

3. No qualified person is available who holds a regular credential, a standard teaching credential, a standard teaching credential on a partial fulfillment of requirements basis, or a credential issued under the regulations of the Teacher Preparation and Licensing Law of 1970. Describe briefly any special circumstances which exist.

4. Name of applicant:

5. Social Security Number: _____ - _____ - _____

6. Name of county: ________

NOTE: The continuous intermittent use of an emergency credential on a 30-day substitute basis in the same classroom is a specific violation of the intent of the Commission for Teacher Preparation and Licensing.

________________________
Signature of District Superintendent

________________________
Signature of County Superintendent

THIS FORM MAY BE DUPLICATED

Rev. 5-75 CL-367
GROUP 15. THE STANDARD TEACHING CREDENTIAL WITH A SPECIALIZATION IN EARLY CHILDHOOD TEACHING

Article 1. Requirements

6120. Requirements. (a) An applicant for the standard teaching credential with a specialization in early childhood teaching shall comply with the procedure prescribed for application (Article 3 of Subchapter 15).

(b) He shall also have completed successfully a program in an approved institution including each of the following requirements:

(1) Four years, or the equivalent, of college or university education, with a baccalaureate or higher degree from an approved institution.

(2) A fifth year of post baccalaureate degree college or university preparation taken at the upper division or graduate level in an approved institution.

(3) Completion of a five year program for the preparation of teachers of young children in a college or university approved by the California State Board of Education, and whose five year program for the preparation of teachers of young children is accredited by the state educational certification agency in the state in which it is located or by the National Council for the Accreditation of Teacher Education.

(4) A certification by the dean of the school of education or the head of teacher preparation in such approved institution that the applicant has completed a five year teacher preparation program required in Subsection (b) (3) of this section and a recommendation that, in the opinion of the institution, he is qualified to be a teacher of young children. An institution in California accredited by the State Board of Education for standard early childhood teaching credential purposes may recommend an applicant who has not completed an institution's own accredited program if, in its opinion, the applicant has satisfactorily completed a five year program for the preparation of teachers of young children. In lieu of such certification and recommendation, a verification on an official transcript of record of the institution that the applicant has completed the approved early childhood teacher preparation program of the institution.

(5) For purposes of, and subject to the limitations in, Education Code Section 13185(6), the majors and minors required for the credential are defined as those majors and minors required for completion of the approved program for elementary school teachers in the institution or institutions the applicant attended or, in lieu thereof, the majors and minors required for the elementary credential in accredited elementary teacher preparation programs in California.

(6) Completion of all statutory requirements.
for the preparation of elementary teachers. In lieu of such certification and recommendation, a verification on an official transcript of record of the institution that the applicant has completed the approved elementary teacher preparation program of the institution.

(d) Before September 1, 1974, but not thereafter, the State Department of Education may, in lieu of the requirements in subsections (b) and (c) of this section and for the purpose of satisfying those requirements, evaluate the transcripts of record of the applicant against the standard elementary teaching credential programs of institutions in California accredited by the State Board of Education.

(e) For purposes of, and subject to the limitations in, Education Code Section 13389(e), the majors and minors required for the credential are defined as those majors and minors required for completion of the approved program for elementary school teachers in the institution or institutions the applicant attended or, in lieu thereof, the majors and minors required for the elementary credential in accredited elementary teacher preparation programs in California.

(f) If an applicant has not completed a program of preparation in accordance with subsections (b) and (c), or (d) of this section he shall do either of the following:

(1) Three years of successful full-time teaching experience, all of which has been completed within ten years prior to the date of application. All such teaching experience shall have been acquired in kindergarten and grades one through eight in public schools or private schools of equivalent status, verified by appropriate administrative officials in the school district or districts where the experience was acquired. The teaching experience shall have been accomplished on a full professional certificate based upon a baccalaureate or higher degree of the state in which the experience was acquired. If a certificate was not required, the applicant shall verify that he was eligible for such certification at the time. The experience shall be verified on a form prescribed by the State Department of Education and shall be considered a part of the application.

(2) Be admitted to an elementary teaching internship program in one of the following:

(A) A school district pursuant to the provisions of Subchapter 18.3 (commencing with Section 6020) of this Chapter.

(B) A college or university approved for such purposes by the California State Board of Education. The credential issued on this basis shall be valid only so long as the holder is in good standing in the internship program of the college or university.

6151. Renewal. (a) A credential issued under Section 6150 shall be renewed as herein specified for not more than two school years provided the applicant has fulfilled the requirements of Education Code Section 13132 and during the term of the credential to be renewed (or during the summer session following if the application for renewal has been filed before the expiration date of the credential) has completed the following amounts of any remaining course work required and in the manner prescribed:

(1) A minimum of six semester hours of course work toward completion of all requirements for the full credential for the first renewal and twelve semester hours for each subsequent renewal. The course work shall have been completed in a college or university approved by the California State Board of Education, and whose program for the preparation of elementary teachers is accredited by the state in which it is located or by the National Council for the Accreditation of Teacher Education.

(2) Verification by the dean of the school of education or the head of teacher education of that institution that the course work the applicant has completed will lead to the completion of the elementary program for the preparation of teachers accredited by the state educational certification agency in the state in which it is located or, in lieu thereof, a determination by the State Department of Education that the course work completed will lead to the completion of that institution's accredited program for the preparation of elementary school teachers.

(b) In no event may there be a renewal of this credential after seven years from the applicant's first employment in elementary teaching under the credential initially issued.

6152. Authorization. A credential issued under this article authorizes the same service as such a credential issued upon completion of requirements, except that, service under an internship program pursuant to Section 6150(f)(2) shall be performed under the joint supervision of the institution and the school district.
of record of the institution that the applicant has completed the approved secondary teacher program of the institution.

(d) Before September 1, 1974, but not thereafter, the State Department of Education may, in lieu of the requirements in subsections (b) and (c) of this section and for the purposes of satisfying those requirements, evaluate the transcripts of record of the applicant against the standard secondary teaching credential programs of institutions in California accredited by the State Board of Education.

(e) For purposes of, and subject to the limitations in, Education Code Section 13191(b), the majors and minors required for the credential are defined as those majors and minors required for completion of the approved programs for secondary school teachers in the institution or institutions the applicant attended, or, in lieu thereof, the majors and minors required for the secondary credential in accredited secondary teacher preparation programs in California.

(f) If an applicant has not completed a program of preparation in accordance with subsections (b) and (e), or (d), of this section, he shall do either of the following:

(1) Three years of successful full time teaching experience, all of which has been completed within ten years prior to the date of application. All such teaching experience shall have been acquired in grades seven through twelve in public schools or private schools of equivalent status, verified by appropriate administrative officials in the school district or districts where the experience was acquired. The teaching experience shall have been accomplished on a full professional certificate based upon a baccalaureate or higher degree of the state in which the experience was acquired. If a certificate was not required, the applicant shall verify that he was eligible for such certification at the time. The experience shall be verified on a form prescribed by the State Department of Education and shall be considered a part of the application.

(2) Be admitted to a secondary teaching internship program in one of the following:

(A) A school district pursuant to the provisions of Subchapter 16.3 (commencing with Section 6620) of this chapter.

(B) A college or university approved for such purposes by the California State Board of Education. The credential issued on this basis shall be valid only so long as the holder is in good standing in the internship program of the college or university.

6186. Renewal. (a) A credential issued under Section 6185 shall be renewed as herein specified for not more than two school years provided the applicant has fulfilled the requirements of Education Code Section 13132 and during the term of the credential to be renewed (or during the summer session following if the application for renewal has been filed before the expiration date of the credential) has completed the following amounts of any remaining course work required and in the manner prescribed.

(1) A minimum of six semester hours of course work toward completion of all requirements for the full credential for the first renewal and twelve semester hours each subsequent renewal. The course work shall have been completed in a college or university approved by the California State Board of Education, and whose program for the preparation of secondary teachers is accredited by the state educational certification agency in the state in which it is located or by the National Council for the Accreditation of Teacher Education.

(2) Verification by the dean of the school of education or the head of teacher education of that institution that the course work the applicant has completed will lead to the completion of the secondary program for the preparation of teachers accredited by the state educational certification agency in the state in which it is located or, in lieu thereof, determination by the State Department of Education that the course work completed will lead to the completion of that institution's accredited program for the preparation of secondary school teachers.

(b) In no event may there be a renewal of this credential after seven years from the applicant's first employment in secondary teaching under the credential initially issued.

6187. Authorization. A credential issued under this article authorizes the same service as such a credential issued upon completion of requirements, except that, service under an internship program pursuant to Section 6185(2) shall be performed under the joint supervision of the institution and the school district.
united area or areas. An institution in California accredited by the State Board of Education for standard designated services credential purposes may recommend an applicant who has not completed that institution’s own accredited program if, in its opinion, the applicant has satisfactorily completed a program of preparation for any one or more of the services to be designated. In lieu of such certification and recommendation, a verification on an official transcript or record of the institution that the applicant has completed the approved pupil personnel preparation program of the institution.

(d) Before September 1, 1974, but not thereafter, the State Department of Education may, in lieu of the requirements in subsections (b) and (c) of this section and for the purpose of satisfying those requirements, evaluate the transcripts of record of the applicant against the standard designated services credential in pupil personnel services credential programs of institutions in California accredited by the State Board of Education.

(e) Completion of three years of full-time service authorized by this credential in California public schools or in California private schools of equivalent status provided the applicant held a California credential other than a provisional or emergency credential which authorized such service or could have qualified for such credential at the time the experience was required. The experience shall be verified on a form prescribed by the State Department of Education and shall be considered a part of the application.

6403. Authorization. The credential issued under this article shall authorize such services designated on the credential which are consistent with the preparation completed.

6404. Term. A credential issued under this article shall be valid for the life of the holder unless sooner revoked or suspended except that, where the requirement in subsection (e) of Section 6402 has not been completed, the credential shall be valid for not more than two school years and renewable in increments of five school years.

Article 2. Issuance of Credentials Upon a Partial Fulfillment of Requirements Basis

6405. Requirements. An applicant for the Standard Designated Services Credential with a Specialization in Pupil Personnel Services in the areas of counseling, social work and child welfare and attendance on a partial fulfillment of requirements basis shall comply with the procedures prescribed for application (Article 3, commencing with Section 6023, of subchapter 15).

The credential, valid for not more than two school years, shall be granted on condition to an applicant who meets all of the following requirements:

(a) Four years or the equivalent of college or university education with a baccalaureate or higher degree from an accredited institution.

(b) Verification of two years of successful teaching or counseling experience or a combination thereof in public schools or private schools of equivalent status.

(c) Completion of one-third of the program required for the regular credential in either of subsections (b)(1), (b)(2), or (b)(3) of Section 6402 in a college or university approved by the California State Board of Education, and whose program for the preparation of pupil personnel workers is accredited by the state educational certification agency in the state in which it is located or by the National Council for the Accreditation of Teacher Education.

(d) Certification by the dean of the school of education or the head of teacher preparation in such approved institution that the applicant has completed one-third of the program required in either of subsections (b)(1), (b)(2) or (b)(3) or Section 6402 in a college or university approved by the State Board of Education, and whose program for the preparation of pupil personnel workers is accredited by the state educational certification agency in the state in which it is located or by the National Council for the Accreditation of Teacher Education.

(e) Before September 1, 1974, but not thereafter, the State Department of Education may, in lieu of the requirements in subsections (c) and (d) of this section and for the purpose of satisfying those requirements, evaluate the transcripts of record of the applicant against the standard designated services credential in pupil personnel services credential programs of institutions in California accredited by the State Board of Education.

6406. Renewal. A credential issued under Section 6405 shall be renewed as herein specified for not more than two school years upon completion of:

(a) A minimum of ten semester hours of the remaining course work requirements for the full credential for the first renewal and the remaining requirements for the second and final renewal. The course work shall have been completed in a college or university approved by the California State Board of Education, and whose program for the preparation of pupil personnel workers is accredited by the state educational certification agency in the state in which it is located or by the National Council for the Accreditation of Teacher Education.

(b) Verification by the dean of the school of education or the head of teacher education of that institution that the course work the applicant has completed will lead to the completion of the pupil personnel services program accredited by the state educational certification agency in the state in which it is located or, in lieu thereof, a determination by the State Department of Education that the course work completed will lead to the completion of that institution’s accredited program for the preparation of pupil personnel services workers.

6407. Authorization. The credential issued under this article shall authorize such services designated on the credential which are consistent with the preparation completed.
GROUP 8. THE STANDARD DESIGNATED SERVICES CREDENTIAL WITH A SPECIALIZATION IN HEALTH


6470. Definition. "Designated services," as used in Education Code Section 13197 and in this Group 8, means those health services that are more specialized than the health advisory duties and functions customarily performed by a teacher.

Note: Authority cited for Group 8: Sections 132, 13152, 13193 and 13197, 13197.3, 13197.5, Education Code.

History: 3. Repealer of Group 8 (1941 1635-4588r) and new Group 8 (1941 1670, 1671, 1671.5, 1672, 1673, 1675, 1676, and 1680, 1681, 1682) filed 12-9-70; effective thirtieth day thereafter (Register 70, No. 50).

6471. Services Designated. A standard designated services credential with a specialization in health shall designate one or more of the following health services: services as clinical psychologist, dental hygienist, dentist, nurse, oculist, optometrist, otologist, physician, podiatrist, psychiatrist, rehabilitation counselor, and such additional services as the Board may hereafter specify.

6472. Requirements. An applicant for the standard designated services credential with a specialization in health shall comply with the procedures prescribed for application (Article 3 of Subchapter 18) and shall meet each of the following requirements:

(a) The requirements specified in Education Code Section 13197 (five years of professional preparation or five years of college or university education, including a bachelor's or higher degree).

(b) Possession of a valid license, certificate, or registration, appropriate to the health service to be designated on the credential, issued by the California agency authorized by law to license, certificate, or register persons to practice that health service in California; or, in the case of rehabilitation counseling, possession of a degree in rehabilitation counseling from a college or university whose rehabilitation counseling program is supported in part by the Vocational Rehabilitation Administrator of the U.S. Department of Health, Education, and Welfare.

(c) Three years of successful full-time experience in the health service designated on the credential in California public elementary or secondary schools or in California private schools of equivalent status provided the applicant held a California credential authorizing the service, other than a provisional or emergency credential, or could have qualified for such a credential at the time the experience was acquired. The experience shall be verified on a form prescribed by the State Department of Education and shall be considered part of the application.

6473. Nurse. To perform health services for a school nurse the applicant shall in addition to those requirements in Section 6472 meet all of the following requirements:

(a) A baccalaureate or higher degree from an approved institution.

(b) Completion of a program for the preparation of school nurses, including field practice in the public schools, in a college or university approved by the California State Board of Education and whose program for the preparation of school nurses is accredited by the State educational certification agency in the state in which it is located or by the appropriate national nurses accrediting agency.

(c) A certification by the dean of the school of education and the head of the school nursing preparation program in such approved institution that the applicant has completed a school nursing preparation program required in subsection (b) of this section and, a recommendation that in the opinion of the institution she is qualified to be a school nurse. An institution in California accredited by the State Board of Education for the standard designated services credential with a specialization in school nurse services may recommend an applicant who has not completed that institution's own accredited program if, in its opinion, the applicant has satisfactorily completed another program for the preparation of school nurses. In lieu of such certification and recommendations, a verification on an official transcript of record of the institution that the applicant has completed the approved school nursing program of the institution.

6475. Authorization for Service. The standard designated services credential with a specialization in health authorizes the holder to serve in the public schools in the capacity listed on his credential and to perform the health services authorized by his license, certificate, or registration that the governing board employs him to perform.

6476. Terms. A credential issued under this Article shall be valid for the life of the holder unless sooner revoked or suspended except, where the requirements in subsection (e) of Section 6472 have not been completed, the credential shall be valid for not more than two school years and renewable in increments of five school years.

Article 2. Issuance of Credentials Upon a Partial Fulfillment of Requirements Basis (School Nurse)

6480. Requirements. An applicant for the standard designated services credential with a specialization in health services, authorizing service as a school nurse, on a partial fulfillment basis shall comply with the procedures prescribed for application (Article 3 of Subchapter 18). The credential, valid for not more than two school years, shall be granted on condition to an applicant who meets one of the following requirements:

(a) Be in possession of a valid certificate of public health nursing issued by the California State Board of Public Health.

(b) Holds a baccalaureate or higher degree and maintains current registration as a registered nurse, and has completed one third of the program described in subsection (b) of Section 6473.

(c) Holds a baccalaureate degree, maintains current registration as a registered nurse, and has been accepted into an internship program for the preparation of school nurses.
completed within ten years prior to the date of application. All such supervision or administration experience shall have been acquired in public elementary or secondary schools, or in private schools of equivalent status, verified by appropriate administrative officials in the school district or districts where the experience was acquired. The supervision or administration experience shall have been accomplished on a full professional certificate based upon a masters or higher degree of the state in which the experience was acquired. If a certificate was not required, the applicant shall verify that he was eligible for such certification at the time. The experience shall be verified on a form prescribed by the State Department of Education and shall be considered a part of the application.

(3) Be admitted to a supervisory internship program in one of the following:

(A) A school district pursuant to the provisions of Subchapter 18.3 of Chapter 1.

(B) A college or university approved for such purposes by the California State Board of Education.

(b) A minimum of five years of successful full-time teaching or service experience as specified in Section 13197.1 of the Education Code.

Note: Authority cited: Sections 162, 13197.1 and 13197.2, Education Code.

History: 1. Repealer of Group 9 (§§ 6550-6558) and new Group 9 (§§ 6530, 6532, 6559) filed 8-23-70; effective thirtieth day thereafter (Register 70, No. 13).

6551. Authorization for Service. The standard supervision credential authorizes the holder to serve as a supervisor, consultant, coordinator or in an equivalent supervisory or intermediate administrative position at all grade levels and in all areas his underlying credential authorizes him to teach or serve. The credential shall also authorize the holder to serve as a principal of any school in which he is authorized to teach provided he holds either, a valid standard teaching credential with a specialization in elementary, secondary or junior college teaching or, a valid general teaching credential if his college or university preparation included a major in an academic subject matter area, or a diversified major in the case of a general elementary credential.

6552. Term. The standard supervision credential shall be valid for the life of the underlying teaching or service credential unless either is sooner suspended or revoked. A credential issued under subsection (c) or subsection (e) of Section 6559 shall be valid only as long as the holder is in good standing in the supervisory internship program of the institution, but not to exceed one year, and shall be renewed once for a one year period upon request of the institution and shall be valid only for continued use in such supervisory internship program.

GROUP 10. THE STANDARD ADMINISTRATION CREDENTIAL

Article 1. Requirements

6550. Requirements. An applicant for the standard administration credential shall comply with the procedure prescribed for application (Article 3 of Subchapter 18). In addition, he shall have completed the requirements as follows:

(a) Possession of a valid standard or general elementary, secondary or junior college teaching credential other than a credential issued upon partial fulfillment of requirements or postponement of requirements and other than a provisional, limited, or exchange credential. Completion of academic majors required for the standard teaching credential with specialization in elementary, secondary, or junior college teaching.

(b) Possession of a master's or higher degree earned in an approved institution.

(c) Three years of acceptable post baccalaureate upper division or graduate course work in an approved institution.

(d) The three years of acceptable post graduate education specified in subsection (c) of this section shall include one of the following:

(1) Completion, under the direction of an approved institution, of an administration internship program approved by the State Board of Education.

(2) Completion of a program for the preparation of school administrators in an institution approved by the California State Board of Education, and whose program for the preparation of school administrators is accredited by the state educational certification agency in the state in which it is located or by the National Council for the Accreditation of Teacher Education.

(e) A certification by the dean of the school of education or the head of teacher preparation in such approved institution that the applicant has completed the program required in subsection (d) of this section and, a recommendation that, in the opinion of that administrator, he is qualified to be a school administrator. An institution in California accredited by the State Board of Education for standard administration credential purposes may recommend an applicant who has not completed that institution's own accredited program if, in its opinion, the applicant has satisfactorily completed a program for the preparation of school administrators. In lieu of such certification and recommendation, a verification on an official transcript of record of the institution that the applicant has completed the approved school administration preparation program of that institution.

(f) Before September 1, 1971, but not thereafter, the State Department of Education may, in lieu of the requirements as set forth in subsection (d) and (e) of this section and for the purpose of satisfying those requirements, evaluate the transcripts of record of the applicant against the standard administration credential programs of institutions in California accredited by the State Board of Education.