

COMMISSION ON TEACHER CREDENTIALING

1812 Ninth Street
Sacramento, California 95814-7000
(916) 445-0184
FAX (916) 327-3166



OFFICE OF THE EXECUTIVE DIRECTOR

96-9610

DATE: June 11, 1996

TO: All Individuals and Groups Interested in Institutionally Approved Subject Matter Equivalencies

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

SUBJECT: Amendment to Section 80094 of Title 5, California Code of Regulations, Pertaining to Institutionally Approved Subject Matter Equivalencies

Effective May 31, 1996, the following changes were made to §80094, which pertain to institutionally approved subject matter equivalencies. A copy of the amended section is attached.

- 1a. Approval of subject matter competence may be given to California trained individuals only if all or part of their undergraduate or graduate academic or professional preparation was completed at that institution. The Commission is recommending that institutions use the following language for subject matter equivalency letters. This equivalency, verified on the institution's letterhead, should also include the authorized signature from the School of Education and the subject matter advisor's signature.

(name of individual) meets the standards of (name of IHE) Commission-approved subject matter program in (name of subject) including our academic standards and final assessment.

- 1b. Two exceptions regarding California trained individuals are the following:
 - Individuals who majored in a subject for which their institution has no approval may still seek approval from an institution where they have taken no course work.
 - Individuals who have not completed course work at the verifying institution may still use their equivalency letter, if the equivalence was approved prior to May 31, 1996 and all

academic standards required in the institution's approved subject matter program were met.

2. Institutions granting subject matter competence to out-of-state trained individuals must assess these individuals based on the same standards used for their own students and verify this by a detailed evaluation. Attached is a suggested form for verifying out-of-state subject matter equivalency. The detailed evaluation may be on a worksheet created by the institution.
3. Individuals no longer need to formally transfer to institutions that evaluate their subject matter programs.

Institutions: Please distribute this to all of your subject matter advisors.

(To Be Used on IHE Letterhead)

**OUT-OF-STATE SUBJECT MATTER
EQUIVALENCY LETTER**

This institution has evaluated the subject matter equivalency for the individual named below who completed his or her academic preparation in a regionally accredited institution outside of California. This evaluation was prepared based on the subject-matter standards and final assessments approved for this institution.

_____ meets the standards of our Commission-
(name of individual)
approved subject matter program in _____.
(name of subject)

- Attached is a listing of courses completed by the individual that have been deemed to be equivalent to the courses in this institution's approved program.
- The individual named above has met this institution's academic standards.
- The individual named above has completed the final assessment which is required of students who complete this institution's approved program.

*Subject Matter Academic Advisor

Signature _____

Name: _____

Date: _____

*Authorized Signature (completed by the School of Education)

Signature _____

Name: _____

Date: _____

* this letter must contain both signatures

**TITLE 5, SECTION 80094
PERTAINING TO INSTITUTIONALLY APPROVED
SUBJECT MATTER EQUIVALENCIES**

§80094. Institutionally Approved Subject Matter Equivalencies.

Regionally accredited California colleges and universities approved by the Commission to offer subject matter programs in compliance with Education Code Section 44256 shall be authorized to determine the equivalence of courses and programs to their Commission approved program which students may submit from another institution. The Commission shall accept the verification of subject matter equivalence from approved institutions provided that, with the exception of persons whose academic and professional preparation were completed in regionally accredited institutions outside of California, the applicant for a multiple or single subject teaching credential has completed all or part of his or her undergraduate or graduate academic or professional preparation at the institution determining the equivalency of the subject matter. The Commission shall also accept the verification of subject matter equivalence from an approved institution where the applicant has not completed course work when neither the degree granting institution nor the institution at which the program is being completed has an approved subject matter program in the subject to be listed on the credential. However, the verification of subject matter equivalence must be in the applicant's degree major. The Commission shall also accept the verification of subject matter equivalence from an approved institution where the applicant has not completed course work if the equivalence was approved prior to the implementation of these regulations and all academic standards required in the institution's approved subject matter program have been met.

For applicants whose academic and professional preparation were completed in regionally accredited institutions outside of California, the Commission shall accept subject matter equivalence determinations by approved California institutions so long as the institution submits verification that the out-of-state applicant has met requirements equivalent to those in the institution's approved program. Such verification shall include, but need not be limited to, a listing of courses completed by the applicant deemed to be equivalent to courses in the institution's approved program, attainment of all academic standards required in the institution's approved program, and successful completion of any final assessment required of students in the institution's approved program.

NOTE: Authority cited: Section 44225(q), Education Code. Reference: Section 44259(b)(5), Education Code.