



## CODED CORRESPONDENCE

<b>DATE:</b> June 15, 2011	<b>NUMBER:</b> 11-07
<b>TO:</b> All Individuals and Groups Interested in the Activities of the Commission on Teacher Credentialing	<b>FROM:</b> Patty K. Wohl Acting Executive Director Commission on Teacher Credentialing
<b>SUBJECT: Approval of Additions and Amendments to Title 5 of the California Code of Regulations Pertaining to Designated Subjects Adult Education Teaching Credentials</b>	

### **Summary:**

Amendments to Title 5 of the California Code of Regulations pertaining to Designated Subjects Adult Education Teaching Credentials were approved by the Office of Administrative Law and became effective on June 1, 2011. These changes implement the provisions of Assembly Bill (AB) 1374 (Chap. 36, Stats. 2010) as well as several recommendations made by the Commission-appointed adult education advisory panel.

### **Key Provisions:**

#### *Overview of Regulation Additions, Amendments and Deletion*

- Allow issuance of Three-Year Preliminary and Five-Year Clear Adult Education Teaching Credentials as provided in AB 1374 (§80036.4).
- Set sunset dates for Five-Year Preliminary Full-Time and Part-Time Adult Education Teaching Credentials issued under prior law (§§80036 and 80036.1).
- Clarify the education and experience requirements for full-time, part-time and three-year preliminary adult education credentials and amend the requirements to qualify for the academic subject of English as a Second Language (§80036.2).
- Change the term 'non-academic' to 'general subjects' and add two new subject categories for the three-year preliminary credential (§80036.3).
- Update the definitions and terms related to Adult Education Teaching Credentials (§80034).
- Delete the section stating that designated subjects credentials issued under prior regulations remain in force. Amendments to Education Code §44251.2 include this language and supersede the Title 5 regulations (§80036.5).

During a transition period from January 1, 2011 until January 31, 2016, the Commission will issue six types of Designated Subjects Adult Education Teaching Credentials. The following chart lists the six types of adult education credentials, the associated regulation and the sunset date:

<b>Credential Type</b>	<b>Associated Regulations</b>	<b>Sunset Date</b>
Three-Year Preliminary	§80036.4(a)	N/A
Clear	§80036.4(b)	N/A
Five-Year Preliminary Full-Time	§80036(a)	January 31, 2013
Clear Full-Time	§80036(c)	January 31, 2016
Five-Year Preliminary Part-Time	§80036.1(a)	January 31, 2013
Clear Part-Time	§80036.1(c)	January 31, 2016

*Three-Year Preliminary Adult Education Teaching Credentials*

In accordance with the statutory changes in AB 1374, the Commission has had the authority to issue Three-Year Preliminary Adult Education Teaching Credentials with recommendation by an adult education program sponsor approved under the new standards since January 1, 2011. The *Standards of Quality and Effectiveness for Adult Education Teachers* were adopted by the Commission in November 2010 and program sponsors are currently writing to the new standards. Links to the new adult education program standards and the approved programs chart are available in the References section. The new adult education programs will be listed on the chart under the heading of “Designated Subjects: Adult Education-preliminary 3 years.”

Additionally, per AB 1374, the U.S. Constitution requirement has been moved from the preliminary to the clear credential and only three years of full-time experience is required to qualify for the three-year preliminary in a general subjects (formerly termed ‘non-academic’) area.

*General Subjects*

As recommended by the advisory panel, the term ‘non-academic’ as related to adult education subject categories has been changed to ‘general subjects’ for three-year and clear credentials issued under the provisions of AB 1374. In addition, two new general subjects categories of Personal Development and Career Technical Education have been added to the regulations. Employers are responsible for appropriate assignment of teachers based on their specific experience.

The new categories do not apply to full-time and part-time adult education credentials. Full-time and part-time adult education teaching credentials will continue to be issued in ‘non-academic’ subject areas.

Personal Development Category

To develop consistency among the credential authorizations, the advisory panel recommended that the subject areas be organized by the subject being taught rather than the individual being taught. Therefore, the four subject areas of Art, Health and Safety, Family Education, and Financial Literacy will be available in the Personal Development



category. The following chart shows where the previously available non-academic subject areas are subsumed in the Personal Development subject areas:

**General Subjects: Personal Development Category**

<b>Subject Listed on Credential</b>	<b>Subsumed Non-Academic Subjects</b>
Art	Adaptive Arts and Crafts (Adults with Disabilities) Arts and Crafts Creative Arts (Older Adults) Decorative Arts Interior Design Performing Arts (Older Adults)
Health and Safety	Adaptive Physical Education (Adults with Disabilities) Cardiopulmonary Resuscitation Environmental Safety First Aid Health (Adults with Disabilities) Health (Older Adults) Health Education Nutrition Physical Fitness (Older Adults) Physical Fitness/Conditioning Safety (Older Adults) Safety Education
Family Education	Adaptive Computer Technology (Adults with Disabilities) Childbirth Education Communication Skills Clothing Construction Dietetics/Food Management Food Preparation Family Management Home Management Human Development Interior Design Nutrition Parent Education Public Affairs Self-Maintenance (Older Adults) Self-Maintenance (Adults with Disabilities)
Financial Literacy	Consumer Education Retirement Planning

Career Technical Education

The advisory panel further recommended that the non-academic Vocational Education subject category be renamed “Career Technical Education” (CTE) and that the subject areas be aligned with the 15 industry sectors modeled after the California CTE curriculum and standards adopted by the State Board of Education. The following chart

shows the industry sectors under which the 26 specific non-academic subject areas previously available in the Vocational Education category are subsumed:

**General Subjects: Career Technical Education**

Subject Listed on Credential	Subsumed Non-Academic Subjects
Agriculture and Natural Resources	Agriculture
Arts, Media, and Entertainment	Commercial Photography
Building Trades and Construction	Building and Construction Trades
Education, Child Development, and Family Services	America Sign Language Career Development Language Interpreter
Energy and Utilities	*
Engineering and Design	*
Fashion and Interior Design	*
Finance and Business	Bookkeeping and Accounting Business Management Financial Services Information Processing/Keyboarding Office Occupations Small Business Ownership/Management
Health Science and Medical Technology	Health Occupations Nursing
Hospitality, Tourism, and Recreation	*
Information Technology	Computer Applications Computer Programming Computer Systems Operations Computer Technology
Manufacturing and Product Development	Electronics Technology Industrial Technology Marine Technology
Marketing, Sales, and Service	Marketing Small Business Ownership/Management
Public Service	Cosmetology Court Reporting Law Enforcement Occupations
Transportation	Aeronautics

\*The Vocational Education category for full-time and part-time adult education credentials does not include subject areas that are subsumed under these four industry sectors. However, Three-Year and Clear Adult Education Teaching Credentials issued under the provisions of AB 1374 will be available in all industry sectors. Refer to the California Department of Education’s CTE General Information page for additional information regarding the subject areas subsumed under the 15 industry sectors. A link to the CTE General Information page is available in the References section.

*General Subjects Experience Requirement*

An additional recommendation made by the adult education advisory panel allows for the acceptance of an advanced industry certificate and/or one year of general education teaching experience to satisfy one of the three years of experience required for the Three-



Year Preliminary Adult Education Teaching Credential in a general subjects area, as determined by a Commission-approved adult education program sponsor. An individual must have at least one year of actual experience to qualify for the three-year preliminary credential in a general subjects area. Refer to the Commission's *Designated Subjects Adult Education Teaching Credential Based on AB 1374 Issued on or after January 1, 2011* information leaflet (link provided in the References section) for specific requirements pertaining to the issuance of Three-Year Preliminary Adult Education Teaching Credentials.

*Five-Year Preliminary Full-Time and Part-Time Adult Education Teaching Credentials*

The Commission will continue to issue five-year full-time and part-time preliminary adult education credentials until an adult education program sponsor receives approval from the Commission that they may offer the new program or until January 31, 2013 (whichever occurs first). Upon approval of an adult education program under the standards adopted in November 2010, the program sponsor must begin recommending individuals for Three-Year Preliminary Adult Education Teaching Credentials. Program sponsors that do not receive approval by January 31, 2013 must discontinue recommendation of individuals for the preliminary credential until their programs are approved under the new standards.

*Clear Full-Time and Part-Time Adult Education Teaching Credentials*

Individuals issued Preliminary Full-Time or Part-Time Adult Education Teaching Credentials under prior law in effect before the enactment of AB 1374 will have until January 31, 2016 to complete the current Level I/II programs. Individuals who do not complete the Level I/II adult education programs by January 31, 2016 must transition to the Three-Year Preliminary or Clear Adult Education Teaching Credential (as determined by an approved adult education program sponsor) issued under the provisions of AB 1374.

*Reduction in Experience Hours*

Applicants for Preliminary Adult Education Teaching Credentials with requested issue dates of June 1, 2011 or later will be able to use 1000 clock hours to equal one year of experience when applying for a non-academic (Five-Year Full-Time/Part-Time) or general subjects (Three-Year) area. The requirement was previously 1500 clock hours. Only one year of experience may be earned in one twelve month period, but hours spread over several years may accumulate to a year of experience.

*English as a Second Language (Academic Subject Area)*

Qualifying for the academic subject area of English as a Second Language (ESL) previously required a bachelor's degree from a regionally-accredited college or university with 20 semester units of coursework in specified areas. While possession of a bachelor's or higher degree is still a requirement, amendments were made allowing options to the 20 semester units of coursework requirement and additions and deletions were made to the specified areas.

In addition to the coursework option, individuals may qualify for the academic subject area of ESL by verifying a degree (bachelor's or higher) with a major in any of the

specified areas. A degree (bachelor's or higher) and possession of a certificate issued by a four-year college/university in any of the specified areas also satisfies the requirements for the academic subject area of ESL.

Because the areas of English, Speech, and Reading may not include content in second language acquisition, these subjects were deleted from the list of specified areas required to qualify for the academic subject area of ESL. Conversely, Second Language Acquisition has been added to the list of specified areas.

The amendments to the qualifications required for the academic subject area of ESL apply to all applicants for adult education credentials (full-time, part-time, three-year preliminary, and clear) with requested issue dates of June 1, 2011 or later. No other amendments were made to the academic subject areas.

#### *Application Submission*

All applications for initial Adult Education Teaching Credentials (full-time, part-time, three-year preliminary, and clear) with a requested issuance date of January 1, 2011 or later must be submitted to the Commission for processing by a Commission-approved adult education preparation program sponsor. Employing school districts no longer have the authority to recommend individuals for preliminary or clear credentials, even if previously authorized to do so by an approved program sponsor. Adult education programs are subject to the same accreditation processes as other Commission-approved programs; therefore, verifying an individual's academic eligibility is the responsibility of the approved program sponsor.

In addition, program sponsors are no longer required to submit supporting documentation with applications for Adult Education Teaching Credentials. Documentation verifying an individual's academic eligibility for the credential should be maintained by the program sponsor. The only materials required with applications submitted by an approved program sponsor are:

- 1) An application form (41-4) and the processing fee;
- 2) A completed recommendation form (CL-689);
- 3) Official transcripts verifying conferral of a bachelor's degree (academic subjects only); and
- 4) A completed *Request for Livescan Service* form (41-LS) if fingerprint clearance is not on file at the Commission.

#### **Important Dates:**

*June 1, 2011* – Effective date for Title 5 Regulations additions and amendments to implement AB 1374.

*January 31, 2013* – Final initial issuance date for Five-Year Preliminary Full-Time and Part-Time Adult Education Teaching Credentials.

*January 31, 2016* – Final initial issuance date for Clear Full-Time and Part-Time Adult Education Teaching Credentials.

**Background:**

The Commission directed staff to recruit an expert advisory panel in April 2008 to review the requirements for adult education teaching credentials as well as the *Standards of Quality and Effectiveness for Designated Subjects Adult Education Programs*. The panel's recommendations pertaining to the adult education teaching credential requirements were presented to the Commission in March 2009. Several of the panel's recommendations required changes to statute, which resulted in the Commission-sponsored AB 1374.

**Source:**

Education Code §§44260.2, 44260.3, and 44260.5

**References:**

Approved Programs Chart: [http://134.186.81.79/fmi/xsl/CTC\\_apm/recordlist.html](http://134.186.81.79/fmi/xsl/CTC_apm/recordlist.html)

California Department of Education *CTE General Information page:*

<http://www.cde.ca.gov/ci/ct/gi/>

*Designated Subjects Adult Education Teaching Credential (Full-Time and Part-Time):*

<http://www.ctc.ca.gov/credentials/leaflets/cl697a.pdf>

*Designated Subjects Adult Education Teaching Credential Based on AB 1374 Issued on or after January 1, 2011:* <http://www.ctc.ca.gov/credentials/leaflets/cl697b.pdf>

*Standards of Quality and Effectiveness for Adult Education Teachers:*

<http://www.ctc.ca.gov/educator-prep/standards/Adult-Education-Handbook.pdf>

**Contact Information:**

Commission's Information Services Unit by telephone at 888-921-2682, Monday through Friday 12:00 pm to 4:45 pm or by email at: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov).

**CALIFORNIA CODE OF REGULATIONS  
TITLE 5. EDUCATION  
DIVISION 8. COMMISSION ON TEACHER CREDENTIALING**

**§ 80034. Designated Subjects Adult Education Teaching Credentials and Programs:  
Definition and Terms.**

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

- (1) Elementary and Secondary Basic Skills;
- (2) English;

- (3) English as a Second Language;
  - (4) Fine Arts;
  - (5) A Language Other than English (specify);
  - (6) Mathematics;
  - (7) Science; and
  - (8) Social Sciences.
- (b) The term "general (nonacademic) subjects," as it applies to designated subjects adult education teaching credentials, means those subjects that are technical or vocational, rather than liberal or classical, including, but not limited to the subjects contained within the following categories:
- (1) Adults with Disabilities;
  - (2) Career Technical Education;
  - (3) Health and Safety;
  - (4) Home Economics;
  - (5) Older Adults;
  - (6) Parent Education;
  - (7) Personal Development; and
  - (8) Vocational Education.
- (c) "Commission-approved program of personalized preparation" means any of the following categories of agencies which are authorized to develop, submit and implement a for designated subjects adult education teaching credentials:
- (1) A California public school district or consortium of school districts;
  - (2) A California county superintendent of schools office;
  - (3) A California regional occupation program or center;
  - (4) A California State Agency;
  - (5) A Commission-approved teacher preparation institution;



- (6) A Charter School as established in Education Code Section 47605.
- (d) "Employing School District" (ESD) means a California school district, county superintendent of schools office, or other public education agency, or private school of equivalent status that elects to employ holders of designated subjects credentials to teach adult classes.
- (e) "Two years of successful teaching" means teaching a minimum of one course in each of four terms within the period of validity of the preliminary designated subjects adult education teaching credential.
- (f) "Equivalent to the high school diploma" means:
- (1) a diploma based on passage of the General Education Development Test; or
  - (2) the foreign equivalent to the high school diploma which is a diploma, certificate, or the title awarded to mark the completion of a program normally requiring twelve years of schooling, or required for admission to an institution of higher education.
- (g) "Verification of experience" means confirmation of the applicant's qualifying experience, in writing, signed by the applicant's past or present employer(s) on company letterhead that attests to and or includes all of the following:
- (1) employer's name, address and telephone number;
  - (2) the working relationship of the person signing the verification to the applicant;
  - (3) beginning and ending dates of employment;
  - (4) complete description of duties;
  - (5) a statement as to whether or not the employment was full-time; if employment was less than full-time, an accounting of the number of hours the applicant was employed;
  - (6) If the applicant was self-employed or if the applicant's experience was avocational, verification shall include a statement, signed by the applicant under penalty of perjury, detailing the information described in (n)(1) through (n)(5), above, and must be further substantiated, in writing, by other person(s) having first-hand knowledge of the applicant's self-employment or avocation, such as the applicant's accountant, major supplier of goods, or major user of goods or services.
- (h) "Experience" means full-time or part-time experience directly related to the subject to be named on the credential. Experience may be paid or not paid. No more than one year of experience shall apply toward meeting designated subjects credential

requirements during any twelve calendar month period. 1000 clock hours shall be the minimum required for each year of experience. Part-time experience may be cumulated to equate to the required 1000 clock hours of experience.

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

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

(a) The minimum requirements for the issuance of an initial preliminary full-time adult education teaching credential in an academic subject area(s) specified in Section 80034(a) or in a general subjects area(s) except those included in the Career Technical Education and Personal Development categories specified in Section 80036.3 shall include all of the following:

- (1) Verification of five years of experience and/or education related to each subject to be named on the credential. The experience and/or education shall meet the criteria specified in Section 80036.2.
- (2) Verification of a high school diploma or the equivalent;
- (3) Verification of knowledge of the Constitution of the United States, as specified in Education Code Section 44335, by one of the means described in Section 80415;
- (4) Meet the basic skills requirement as specified in Education Code Section 44252. Applicants for an adult education teaching credential authorizing the teaching of adults in an apprenticeship program, approved by the Apprenticeship Standards Division of the Department of Industrial Relations, or in a general subjects area are exempt from this requirement;
- (5) Verification that the applicant has been fully apprised of the requirements for both the preliminary and clear credentials, including Level I and Level II requirements of the program of personalized preparation;
- (6) Submission of a completed Application for Credential Authorizing Public School Service as specified in section 80001; the fee as specified in Section 80487(a)(1); and verification of completion of livescan, unless clearance is already on file with the Commission;
- (7) Recommendation from a Commission-approved program of personalized preparation on a form approved by the Commission.
- (8) Final date for initial issuance of a preliminary full-time adult education teaching credential pursuant to this subsection shall be January 31, 2013.

- (b) The minimum requirements for the continuance of a preliminary full-time adult education teaching credential shall include all of the following:
- (1) A valid initial preliminary full-time adult education teaching credential;
  - (2) Completion of all Level I requirements of a Commission-approved program of personalized preparation.
- (c) The minimum requirements for the clear full-time adult education teaching credential shall include all of the following:
- (1) A valid preliminary full-time adult education teaching credential;
  - (2) Two years of successful teaching of adult learners in the subject(s) authorized by the preliminary adult education teaching credential;
  - (3) Completion of all Level I and Level II requirements of a Commission-approved program of personalized preparation;
  - (4) The study of health education as specified in Education Code Section 44259(c)(4)(A);
  - (5) Submission of a completed Application for Credential Authorizing Public School Service as specified in Section 80001 and the fee as specified in Section 80487(a)(1);
  - (6) Recommendation from a Commission-approved program of personalized preparation on a form approved by the Commission.
  - (7) Applicants who have not completed the clear full-time adult education teaching credential requirements as specified in this section on or before January 31, 2016 may apply for a three-year preliminary adult education teaching credential pursuant to Section 80036.4(a) or a clear adult education teaching credential pursuant to Section 80036.4(b), as determined by a Commission-approved program of personalized preparation.
- (d) Authorization. The preliminary or clear full-time adult education teaching credential authorizes the holder to teach the subjects named on the credential as specified in Section 80036.3 in courses organized primarily for adults.
- (e) Period of Validity. The period of validity of the preliminary and clear full-time adult education teaching credentials shall be as follows:
- (1) A preliminary full-time adult education teaching credential issued on the basis of the applicant's satisfaction of all requirements except (a)(3) shall be valid for one year. The one-year preliminary adult education teaching credential shall be extended to the full five-year preliminary period upon verification of satisfaction

- of requirement (a)(3) and submission of a completed Application for Credential Authorizing Public School Service, as specified in Section 80001, and the fee, as specified in Section 80487(a)(1);
- (2) An initial preliminary full-time adult education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (a) shall be valid for five years, but shall authorize service for no more than two years from the date of issuance of the credential unless the holder presents verification of the successful completion of all Level I requirements of a Commission-approved program of personalized preparation;
  - (3) A clear full-time adult education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (c) shall be valid for five years.

Note: Authority cited: Section 44225, Education Code. Reference: Sections 44225(e), 44252, 44259(c)(4)(A), 44335, 44339, 44340, and 44341, Education Code.

**§ 80036.1. Specific Requirements for and Authorization of the Designated Subjects Preliminary and Clear Part-Time Adult Education Teaching Credential.**

- (a) The minimum requirements for the issuance of an initial preliminary part-time adult education teaching credential in an academic subject area(s) specified in Section 80034(a) or in a general subjects area(s) except those included in the Career Technical Education and Personal Development categories specified in Section 80036.3 shall include all of the following:
  - (1) Verification of five years of experience and/or education related to each subject to be named on the credential and listed in Section 80036.3. The experience and/or education shall meet the criteria specified in Section 80036.2;
  - (2) Verification of a high school diploma or the equivalent;
  - (3) Meet the basic skills requirement as specified in Education Code Section 44252. Applicants for an adult education teaching credential authorizing the teaching of adults in an apprenticeship program or in a general subjects area(s) are exempt from this requirement;
  - (4) Verification that the applicant has been fully apprised of the requirements for both the preliminary and clear credentials, including the program of personalized preparation;
  - (5) Submission of a completed Application for Credential Authorizing Public School Service as specified in Section 80001; the fee as specified in Section 80487(a)(1); and verification of completion of livescan, unless clearance is already on file with the Commission;

- (6) Recommendation from a Commission-approved program of personalized preparation on a form approved by the Commission.
  - (7) Final date for initial issuance of a preliminary part-time adult education teaching credential pursuant to this subsection shall be January 31, 2013.
- (b) The minimum requirements for the continuance of a preliminary part-time adult education teaching credential shall be all of the following:
- (1) A valid initial preliminary part-time adult education teaching credential;
  - (2) Completion of all Level I requirements of a Commission-approved program of personalized preparation.
- (c) The minimum requirements for the clear part-time adult education teaching credential shall include all of the following:
- (1) A valid preliminary part-time adult education teaching credential;
  - (2) Two years of successful teaching of adult learners in the subject(s) authorized by the preliminary adult education teaching credential;
  - (3) Completion of all Level I requirements of a Commission-approved program of personalized preparation;
  - (4) The study of health education as specified in Education Code Section 44259(c)(4)(A);
  - (5) Submission of a completed Application for Credential Authorizing Public School Service as specified in Section 80001 and the fee as specified in Section 80487(a)(1);
  - (6) Recommendation from a Commission-approved program of personalized preparation on a form approved by the Commission.
  - (7) Applicants who have not completed the clear part-time adult education teaching credential requirements specified in this section on or before January 31, 2016 may apply for a three-year preliminary adult education teaching credential pursuant to Section 80036.4(a) or a clear adult education teaching credential pursuant to Section 80036.4(b), as determined by a Commission-approved program of personalized preparation.
- (d) Authorization. The preliminary or clear part-time adult education teaching credential authorizes the holder to teach not more than half-time in the subject named on the credential in courses organized primarily for adults. For the purpose of this credential, half-time for the holder of this credential who teaches in only one school district shall not exceed one-half of a full-time assignment for adult educators in that school

district. Half-time for the holder of this credential who teaches in more than one school district shall not exceed one-half of the greatest number of hours considered to be a full-time assignment for adult educators in any one of the districts.

(e) Period of Validity. The period of validity of the preliminary and clear part-time adult education teaching credentials shall be as follows:

- (1) An initial preliminary part-time adult education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (a) shall be valid for five years but shall authorize service for no more than two years from the date of issuance of the credential unless the holder presents verification of the successful completion of all Level I requirements of a Commission-approved program of personalized preparation;
- (2) A clear part-time adult education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (c) shall be valid for five years.

Note: Authority cited: Section 44225, Education Code. Reference: Sections 44225(e), 44252, 44259(c)(4)(A), 44260.5, 44339, 44340, and 44341, Education Code.

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

(a) Qualifying experience, or experience and education, or education, for an adult education teaching credential authorizing the teaching of a general (nonacademic) subjects area shall meet one of the criteria described below:

(1) For preliminary full-time adult education teaching credentials issued pursuant to Section 80036(a) and preliminary part-time adult education teaching credentials issued pursuant to Section 80036.1(a):

	Years of Subject-Related Experience Required
Education and/or Training	
High School Diploma or equivalent.....	+ 5 years
Twenty four semester units of collegiate course work, including a minimum four semester units in the subject to be taught.....	+ 4 years
Forty eight semester units of collegiate course work, including a minimum eight semester units in the subject to be taught.....	+ 3 years
Seventy two semester units of collegiate course work, including a minimum twelve semester units in the subject to be taught....	+ 2 years
Ninety six semester units of collegiate course work, including a minimum sixteen semester units in the subject to be taught.....	+ 1 year
Baccalaureate degree with subject matter in the field to be taught verified by at least one of the following:.....	+ 0 years
Completion of 20 semester units or 10 upper division semester units in the subject to be taught	



- (2) For three-year preliminary adult education teaching credentials issued pursuant to Section 80036.4(a), verification by employers of three years of experience directly related to each subject(s) to be named on the credential. One year of the required experience shall be within the last five years, or two years within the last ten years, immediately preceding the issuance of the three-year preliminary credential. One or more of the following may be used for up to a maximum of two of the three years of experience:
- (A) Possession of an advanced industry certificate related to the subject to be named on the preliminary credential as determined by a Commission-approved program may be used as one year of experience;
  - (B) One year of full-time teaching experience providing instructional services in preschool or grades K-12 earned in a public or private school of equivalent status while holding a general education teaching credential based on completion of a teacher preparation program and student teaching may be used as one year of experience;
  - (C) Forty-eight semester units or the quarter unit equivalent of postsecondary vocational training, related to the subject(s) to be named on the preliminary credential and verified by official transcript, may be used for a maximum of two of the three years of experience.
- (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, a certificate, or completion of 20 semester units or 10 upper division semester units at a regionally accredited college or university 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) any language other than English;
  - (4) linguistics;
  - (5) bilingual/bicultural studies;
  - (6) second language acquisition.

- (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.

**§ 80036.3. Subject Classification System for Designated Subjects Adult Education Teaching Credentials.**

- (a) Commission-approved programs of personalized preparation shall recommend applicants for designated subjects adult education teaching credentials in a subject(s) contained within the categories that follow:

Category	Subject (to be named on the credential)
Adults with Disabilities	adaptive arts and crafts; adaptive computer technology; adaptive physical education; health; self-maintenance skills; other (specify)
Elementary and Secondary Basic Skills	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)
Career Technical Education	agriculture and natural resources; arts, media, and entertainment; building trades and construction; education, child development, and family services; energy and utilities; engineering and design; fashion and interior design; finance and business; health science and medical technology; hospitality, tourism, and recreation; information technology; manufacturing and product development; marketing, sales, and service; public service; transportation
English	English
English as a Second Language	English as a second language
Fine Arts	fine arts



A Language Other than English (specify)	a specific language, other than English
Health and Safety	CPR; environmental safety; first aid; health education; nutrition; physical fitness and conditioning; safety education; other (specify)
Home Economics	arts and crafts; clothing construction; consumer education; decorative arts; dietetics and food management; nutrition; food preparation; home management; interior design; textiles; upholstery; other (specify)
Mathematics	mathematics
Older Adults	communication skills; creative arts; health; performing arts; physical fitness; public affairs; retirement planning; safety; self-maintenance; other (specify)
Parent Education	parent education; childbirth education; human development; family management; other (specify)
Personal Development	art; health and safety; family education; financial literacy
Science	life science, including general science; physical science, including general science; other (specify)
Social Sciences	social sciences
Vocational Education	aeronautics; agriculture; bookkeeping and accounting; building and construction trades; business management; career development; computer applications; computer programming; computer systems operation; computer technology; cosmetology; electronics technology; financial services; health occupations; industrial technology; information processing/keyboarding; marine technology; marketing; nursing; office occupations; small business ownership/management; other (specify)

- (b) As needed the Executive Director of the Commission on Teacher Credentialing may establish new categories or subjects, each of which shall be brought to the Commission on Teacher Credentialing on a regular basis for inclusion in Section 80036.3(a).

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

**§ 80036.4. Specific Requirements for and Authorization of the Designated Subjects Three-Year Preliminary and Clear Adult Education Teaching Credentials.**

- (a) The minimum requirements for the issuance of an initial three-year preliminary adult education teaching credential in an academic subject area(s) specified in Section 80034(a) or a subject(s) within the general subjects Career Technical Education and/or Personal Development categories listed in Section 80036.3 shall include all of the following:

- (1) Verification of three years of experience and/or education related to each subject to be named on the credential. The experience and/or education shall meet the criteria specified in Section 80036.2;
- (2) Verification of a high school diploma or the equivalent;
- (3) Meet the basic skills requirement as specified in Education Code Section 44252. Applicants for an adult education teaching credential authorizing the teaching of adults in an apprenticeship program, approved by the Apprenticeship Standards Division of the Department of Industrial Relations, or in a general subjects area(s) are exempt from this requirement.
- (4) Verification that the applicant has been apprised of the requirements for the clear credential, including requirements of the program of personalized preparation;
- (5) Submission of a completed Application for Credential Authorizing Public School Service as specified in Section 80001; the fee as specified in Section 80487(a)(1); and verification of completion of livescan, unless clearance is already on file with the Commission.
- (6) Recommendation from a Commission-approved program of personalized preparation.

- (b) The minimum requirements for the clear adult education teaching credential shall include all of the following:

- (1) A valid preliminary adult education teaching credential;
- (2) Completion of a Commission-approved program of personalized preparation;

- (3) Two years of successful teaching of adult learners in the subject(s) authorized by the preliminary adult education teaching credential;
  - (4) Verification of knowledge of the Constitution of the United States, as specified in Education Code Section 44335, by one of the means described in Section 80415;
  - (5) The study of health education as specified in Education Code Section 44259(c)(4)(A);
  - (6) The study of computer-based technology, including the uses of technology in educational settings.
  - (7) Submission of a completed Application for Credential Authorizing Public School Service as specified in Section 80001 and the fee as specified in Section 80487(a)(1).
  - (8) Recommendation from a Commission-approved program of personalized.
- (c) Authorization. The preliminary or clear adult education teaching credential authorizes the holder to teach the subject(s) named on the credential as specified in Section 80036.3 in courses organized primarily for adults.
- (d) Period of Validity. The period of validity of the preliminary and clear career technical education teaching credentials shall be as follows:
- (1) A preliminary adult education teaching credential issued on the basis of the applicant's satisfaction of all requirements in subsection (a) shall be valid for three years;
  - (2) A clear adult education teaching credential issued on the basis of the applicant's satisfaction of all requirements specified in subsection (b) shall be valid for five years.

Note: Authority cited: Section 44225, Education Code. Reference: Sections 44225(e), 44252, 44259(c)(4)(A), 44260.2, 44260.3, 44335, 44339, 44340, and 44341, Education Code.