



Guidance Regarding Executive Order/SB 820 Actions Related to COVID-19 Updated: September 21, 2020

On May 29, 2020, the Office of the Governor took a number of actions that will assist credential candidates impacted by the health and safety restrictions related to COVID-19. On September 18, he signed SB 820 (Committee of Budget and Fiscal Review), which extended these actions for an additional year. These extensions, which are effective through August 31, 2021 in some cases, or academic year 2020-21 in others, are separate from the actions adopted by the Commission at its April 2020 meeting. Guidance on the Executive Order/SB 820 actions can be found below, and guidance on the actions taken by the Commission can be found on the [COVID-19 Information](#) page on the Commission's website.

Postponement of Assessments Required for a Preliminary Credential – RICA, TPA, and CalAPA

The statutory requirement for candidates to complete the Reading Instruction Competence Assessment (RICA), a Teaching Performance Assessment (TPA), and/or California's Administrator Performance Assessment (CalAPA) for issuance of a preliminary credential are temporarily suspended and moved to the Clear credential requirements. Candidates may be issued a preliminary credential without completion of RICA, TPA, or CalAPA but will be required to complete the assessment(s) in order to qualify for the Clear credential.

Preliminary Multiple Subject and Single Subject Candidates - TPA

The Teaching Performance Assessment (TPA) is suspended for Preliminary Multiple or Single Subject credential candidates enrolled in 2019-20 or 2020-21 who have completed all other requirements to earn their Preliminary teaching credential by the end of the preparation program's 2019-20 or 2020-21 academic year. Candidates issued a Preliminary teaching credential based on the suspension must take and pass a Commission-approved TPA, in addition to meeting all other requirements, prior to being recommended for a Clear teaching credential.

Interns who have elected to pursue the Early Completion Option (ECO) and remain employed as interns will be able to continue working on their TPAs this year. If they are successful on the TPA, they can be recommended for a preliminary credential with a renewal code that requires that they meet the RICA requirement prior to earning their clear credential. If they are unsuccessful in completing the TPA on

their first attempt, they will be able to enter and complete the intern program, pursuant to EC 44468. An ECO candidate should complete the program in less time than an intern who is not an ECO candidate and therefore an extension should not be necessary. If due to unusual circumstances, such as a leave during the time on the intern credential, an extension is possible.

Preliminary Multiple Subject and Education Specialist Candidates - RICA

The Reading Instruction Competence Assessment (RICA) is suspended for Preliminary Multiple Subject and Education Specialist candidates who have completed all other requirements to earn their Preliminary teaching credential by the end of the preparation program's 2019-20 or 2020-21 academic year. Candidates issued a Preliminary teaching credential based on the suspension must take and pass the RICA, in addition to meeting all other requirements, prior to being recommended for a Clear teaching credential.

Preliminary Administrative Services Candidates - CalAPA

The California Administrator Performance Assessment (CalAPA) is suspended for Preliminary Administrative Services credential candidates who have completed all other requirements to earn their Preliminary teaching credential by the end of the preparation program's 2019-20 or 2020-21 academic year. Candidates issued a Preliminary Administrative credential based on the suspension must take and pass a Commission-approved APA, in addition to meeting all other requirements, prior to being recommended for a Clear Administrative credential.

Program Sponsors:

Preliminary preparation program sponsors that have credential candidates who have completed all requirements other than the RICA, CalAPA, and/or TPA will still use the CTC Online system to make an online recommendation for the appropriate preliminary credential, or in the case of Preliminary Administrative Services credential candidates, a certificate of eligibility, once the candidate has completed all remaining requirements. Each online recommendation must include a letter from the program sponsor confirming that the candidate meets all program requirements with the exception of the assessment(s) identified. The assessment(s) that need to be completed must be added to the recommendation as renewal requirement(s) on the Preliminary credential. [Information on selecting the appropriate renewal requirement can be found here](#), and questions regarding submission of online recommendations should be sent to ctconline@ctc.ca.gov.

Induction program sponsors who enroll Preliminary credential holders with additional examination or assessment requirements will need to support candidates as they finish their examination/assessment and verify completion of the additional requirement prior to recommending for the Clear credential. Induction programs need to work closely with the candidate, employer, and preliminary preparation program to ensure that all assessments and examinations are passed prior to recommending for the clear credential.

Additional guidance for how preliminary preparation and induction program sponsors should support candidates can be found at the following links:

- [Multiple Subject, Single Subject, and Education Specialist \(Preliminary and Induction\)](#)

- [Administrator Preparation Guidance \(Preliminary and Induction\)](#)

Employers:

Any individual issued a preliminary document with an added renewal requirement for RICA, CalAPA, and/or TPA is appropriately credentialed to serve in the area listed on their credential. These individuals should be considered at the same level as all Preliminary credential holders whose document only requires Induction for renewal. Employers should ensure that the individual is working with their Induction program to meet the additional requirements so that they can be recommended for the Clear credential.

Educators:

Educators should work with their program sponsor to determine whether they can be issued a Preliminary credential based on the suspension of assessments. Educators issued a Preliminary credential with an additional renewal requirement of RICA, CalAPA, and/or TPA will be required to complete all assessments in addition to the Induction program in order to be issued the Clear credential.

Suspension of CBEST Requirement to Enter a Preparation Program

The requirement that an individual pass the California Basic Educational Skills Test (CBEST) before entering a preparation program has been suspended for candidates who, between March 19, 2020 and August 31, 2021, were or are unable to complete the CBEST due to COVID-19 related testing center closures. Applicants for whom the CBEST requirement is suspended must complete the CBEST during their program prior to recommendation for a preliminary credential.

Program Sponsors:

Program sponsors will need to monitor students that enter their preparation program without having the Basic Skills Requirement (BSR) completed. They will need to verify the students meet the BSR/CBEST prior to recommendation of the Preliminary credential. The requirement must be met before recommendation for the Preliminary credential.

As testing centers re-open, program sponsors should follow-up with students regarding test registration for the CBEST requirement. As this provision was established by order of the Governor, there is no need to register these individuals with the Commission if any candidate is entering a program without CBEST.

Employers:

These provisions of the Executive Order do not affect employers. Program sponsors should keep employers updated as to the qualifications and requirements of any Intern serving in their school(s).

Educators:

Educators entering a preparation program without BSR/CBEST will need to meet the requirement before they can be recommended for the Preliminary credential. Individuals must contact a Commission-approved preparation program with any questions regarding entering the program.

Waiving of the Subject Matter Requirement for Intern Programs and Credentials

The requirement that individuals enrolling in a university or district Intern credential program must meet the subject matter requirement, and the requirement that the subject matter requirement be met prior to issuance of an Intern credential, has been suspended for candidates who, between March 19, 2020 and August 31, 2021, were or are unable to complete the CSET due to COVID-19 related testing center closures. Applicants for whom the CSET requirement is suspended pursuant to this Paragraph must complete the CSET prior to being recommended for a preliminary credential.

Program Sponsors:

Intern program sponsors will need to monitor students in their preparation program who have not completed the subject matter requirement. The requirement must be met before recommendation for the Preliminary credential.

As testing centers continue to re-open, program sponsors should follow up with students regarding test registration for those students intending to meet the requirement via examination.

Employers:

These provisions of the Executive Order do not affect employers. Program sponsors should keep employers updated as to the qualifications and requirements of any Intern serving in their school(s).

Educators:

Educators impacted by this provision of the Executive Order will be Intern candidates. Such educators must diligently work on satisfying subject matter competence while serving as an Intern. Intern candidates may enroll in an approved subject matter program or, once testing centers fully re-open, register for subject matter exams. Educators must work with their program sponsor to satisfy the subject matter requirement.