

# Credential Information Alert

**DATE: July 31, 2012**

**NUMBER: 12 - 06**

**SUBJECT: Adding a Specialty Area to a Valid Special Education Credential for California-Prepared Teachers**

## **Summary:**

Regulations were approved in June 2010 for California-prepared candidates to establish the Preliminary and Clear Education Specialist Credentials. Also included in the regulation were sunset dates for enrollment into Level I and Level II Education Specialist programs. These changes brought to light several issues concerning adding a new specialty area to a valid Education Specialist Credential and previously initially issued special education credentials.

This Credential Information Alert discusses the requirements and procedures for submitting applications to the Commission when adding a specialty area to a valid special education credential for California-prepared teachers. A chart illustrating the provisions of this Alert appears on page 5. Several of the lesser used options do not appear on the chart but all options are explained within each section below. The *Application Processing* section details the process necessary depending on the type of new specialty area program completed. In addition, several charts currently on the Commission's Special Education webpage have been updated. The links may be found in the References section.

## **Key Provisions**

Individuals holding valid Education Specialist Credentials and also individuals who earned their special education credential under the General and Standard statutes may complete an approved program and add a specialty area to their credential. The term (Level I, Preliminary, Level II, or Clear) that will be listed on the new Education Specialist Credential depends upon the term of the individual's valid special education credential and the type of program completed (Level I or Preliminary) when adding a new specialty area. In addition, an Induction or Level II program may need to be completed for the Clear or Level II Credential.

### *Level I and Level II Programs*

As of December 31, 2011, individuals may not be admitted to a Level I program. Individuals may currently be finishing their program requirements but all Level I programs must be completed by January 31, 2013. All individuals who complete a Level I program before the sunset date will be issued a separate Level I Credential even if they currently hold a Level I Credential in another specialty area. A separate document is issued because an individual must be given five years to complete the requirements for each Level I specialty area. The Level II programs are specific to each specialty area and require specific content coursework in each specialty area to earn the Level II

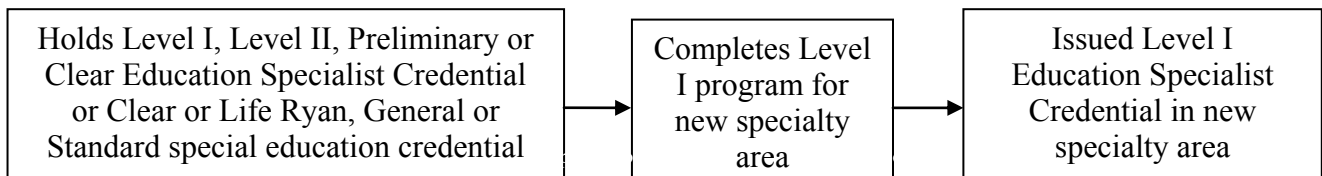
credential. One of the changes in the regulations in 2010 was for completion of an Induction program for the Clear credential that meets the requirement for all of the seven specialty areas.

While holders of Level I Credentials may complete an Induction program to earn a Clear credential, content previously included in the Level II program was moved to the Preliminary Education Specialist Credential program including, but not limited to, transition, technology, and more on behavioral, emotional and environmental supports. This content coursework must be completed by the Level I Credential holder in addition to the Induction program. (See Level I content lists for each of the specialty areas at <http://www.ctc.ca.gov/educator-prep/special-education-important.html>.)

The last date to enroll a candidate into the Level II program is December 31, 2014 and candidates must finish the Level II program by January 31, 2019. It is important to note that some Level II programs have moved to ‘inactive’ or ‘withdrawn’ status or are no longer enrolling new students in their programs. The program must allow currently enrolled students to complete their program. As noted above, the Level I credential holder may complete a Clear Education Specialist Induction Program and earn a Clear credential.

*Completing a Level I Specialty Area Program for Holders of Level I, Level II, Preliminary or Clear Education Specialist Credentials or Clear or Life Ryan, General or Standard Special Education Credentials*

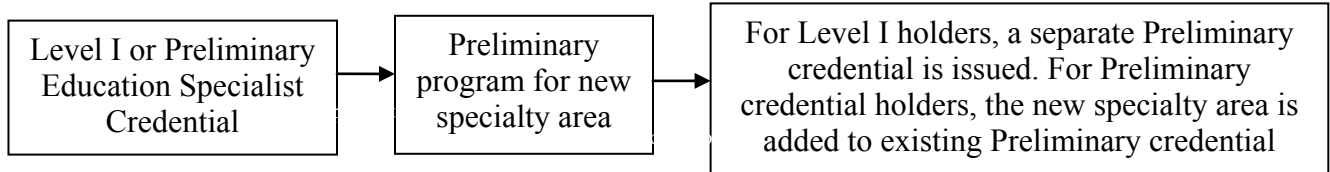
Holders of Level I, Level II, Preliminary or Clear Education Specialist Credentials or Clear or Life Ryan, General and Standard special education credentials who complete another Level I specialty area program are issued a separate Level I Education Specialist Credential with the new specialty area. The original Level I or Level II Credential is retained. For the second tier credential, see the information in the *Level I and Level II Program* section above. Program sponsors may apply using the CTC Online process for the Level I credential.



*Completing a Preliminary Specialty Area Program for Holders of Level I or Preliminary Education Specialist Credentials*

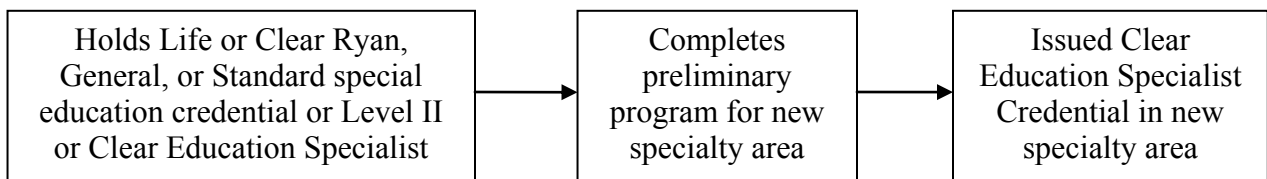
Holders of Level I Credentials may complete a Preliminary program in a new specialty area and a Preliminary Education Specialist in the new specialty area will be issued. The Clear Education Specialist Induction program must be completed for renewal of the preliminary credential. The original Level I Credential is retained. If enrolled in a Level II program for the specialty area listed on the initial Level I credential, see the information in the *Level I and Level II Program* section above. Program sponsors may apply using the CTC Online process for the Preliminary credential.

Holders of Preliminary Education Specialist Credentials may complete another Preliminary specialty area program and add the new specialty area to their Preliminary credential. The document will have a new issuance date but will retain the original Preliminary credential expiration date. If the individual completes the Clear program for both the Preliminary and Level I specialty areas, all specialty areas will be listed on the Clear credential. Program sponsors may apply using the CTC Online process for the Preliminary credential.



*Completing a Preliminary Specialty Area Program for Holders of Clear or Level II Education Specialist Credentials or Clear or Life Ryan, General or Standard Special Education Credentials*  
Holders of Clear Education Specialist Credentials may complete another Preliminary specialty area program and add the new specialty area to their Clear credential. These individuals do not need to reverify completion of an Induction program and will be issued a new Clear credential with the additional specialty area. Program sponsors cannot use the CTC Online process to recommend for this credential. See the *Application Processing* section.

The holder of a Level II Education Specialist Credential or a Clear or Life Ryan, General or Standard special education credential may complete a Preliminary Education Specialist specialty area program and will be issued a Clear Education Specialist Instruction Credential in the new specialty area. In addition, these individuals are not required to complete an Induction program and earn a Clear Education Specialist Credential. Program sponsors cannot use the CTC Online process to recommend for this credential. See the *Application Processing* section.



*English Learner, Autism Spectrum Disorders, and Resource Specialist Authorizations*

Many individuals already hold an English learner (EL) authorization on their Education Specialist Credential as the EL requirement for special education credentials was added in 2007. The EL authorization will be added to a new Education Specialist Credential for those individuals who complete a Level I or Preliminary program who do not currently hold an EL authorization.

Education Specialist Credentials in Moderate/Severe Disabilities and Early Childhood Special Education (ECSE) as well as Ryan, Standard and General special education credentials authorizing instruction in Moderate/Severe and ECSE specialty areas include an Autism authorization. See the link in the Resources section for the *Special Education Assignment Chart*. The Autism Spectrum Disorders (ASD) authorization is included in the other five Education Specialist specialty areas if an individual completes a Preliminary program. Therefore, the ASD authorization will be added to a new Education Specialist Credential for individuals who complete a Preliminary program if it is not already listed on the holder’s current credential.

The Resource Specialist authorization has been part of the Education Specialist Level I program in all specialty areas since the credential was established in 1997 and continues to be part of the Preliminary program in all specialty areas. Holders of Clear or Life Ryan, General or Standard special education credentials who complete a Level I or Preliminary program will earn a credential that includes a Resource Specialist authorization.

### *Application Processing*

For holders of Level II or Clear Education Specialist Credentials and holders of Clear or Life Ryan, General or Standard special education credentials who complete another Preliminary specialty area program, the program sponsor should submit a paper application for a Clear Education Specialist Credential. It is not appropriate to submit this type of application via the new CTC Online recommendation process as the individual has completed a Preliminary program but the recommendation is for a Clear credential. This is regardless if the Preliminary program sponsor also has a Commission-approved Clear Education Specialist Induction Program.

Recommendation form 41-SPED (<http://www.ctc.ca.gov/credentials/cig2/CIG-leaflets/41-SPED.pdf>), the appropriate processing fee, and applicable supporting materials must be included. These paper applications should be directed to a specific area to allow staff to review the application packet by writing in 'BASK' on the 'Route to:' line in the box in the upper right hand corner of the paper application form.

For holders of all types of special education credentials who complete Level I or Preliminary specialty area programs, the program sponsor may recommend using the CTC Online recommendation process.

### **Background:**

Holders of Clear Education Specialist Credentials have completed an induction program. No additional renewal requirements are needed for the Clear Education Specialist Credential thus there is no reason to require the individual to hold a Preliminary credential when adding a new specialty area based on completion of a Preliminary program. The Commission has deemed that Level II, Clear and Life special education credential holders have met the equivalent of the clear credential requirements when adding a new specialty area by completing a Preliminary program.

### **Important Date:**

The provisions in this Alert are effective immediately.

### **References:**

Adding a Full Specialty Area to a Valid Level I, Level II, Preliminary or Clear Education Specialist Credential: <http://www.ctc.ca.gov/credentials/CREDS/special-ed-authorization-adding-full-speciality.pdf>

Induction Program Responsibilities and Options Chart:

<http://www.ctc.ca.gov/credentials/CREDS/special-ed-induction-program-responsibilities.pdf>

Special Education Assignment Chart:

<http://www.ctc.ca.gov/credentials/CREDS/special-education-chart.pdf>

List of Commission-Approved Clear Education Specialist Induction Programs (select 'Education Specialist: clear' from the pop up menu): [http://cig.ctc.ca.gov/cig/CTC\\_apm/all.php](http://cig.ctc.ca.gov/cig/CTC_apm/all.php)

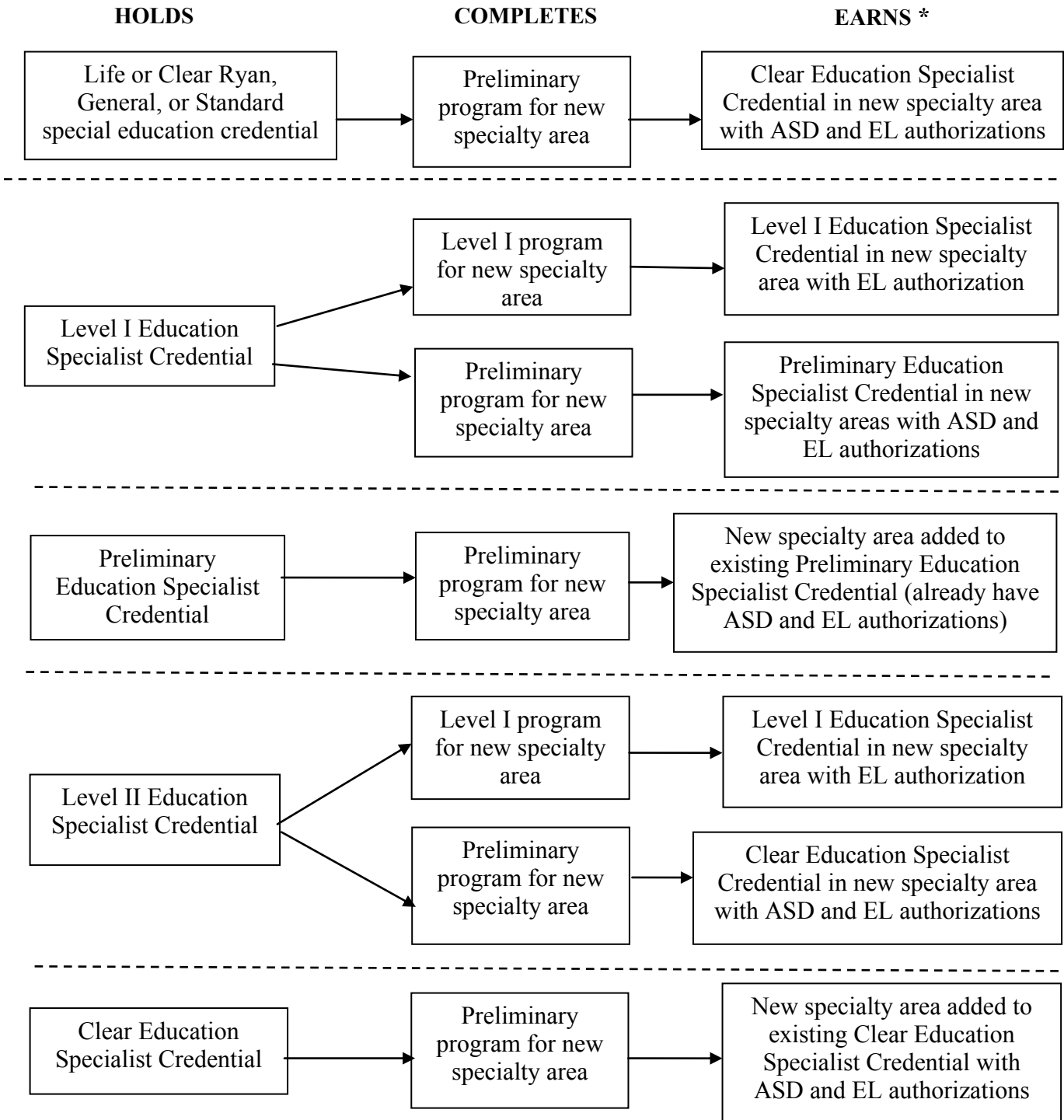
List of Commission-Approved Level I, Level II, and Preliminary Programs (select 'Education Specialist' from the pop up menu; look in the far right hand side for type of program):

[http://134.186.81.79/fmi/xsl/CIG\\_apm/PPPM\\_all.xsl](http://134.186.81.79/fmi/xsl/CIG_apm/PPPM_all.xsl)

### **Contact Information:**

Commission's Information Services Unit by email at [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov).

**Adding Specialty Areas to Special Education Credentials – CALIFORNIA PREPARED**



\* See the Commission’s Information Leaflets at <http://www.ctc.ca.gov/credentials/leaflets/cl808c.pdf> and <http://www.ctc.ca.gov/credentials/leaflets/cl808ca.pdf> for specific renewal requirements.

ASD = Autism Spectrum Disorders Authorization and EL = English Learner Authorization

Candidates completing a Preliminary OR Level I Moderate/Severe or Early Childhood Special Education program earn a full Autism authorization within grade/age level of document; the ASD authorization is not needed.

Candidates completing a Level I or Preliminary Education Specialist Credential in any of the seven specialty areas also earn an authorization to serve as a Resource Specialist across all disability areas.