



State of California
Commission on Teacher Credentialing
1900 Capitol Avenue
Sacramento, CA 95811-4213
Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DESIGNATED SUBJECTS SPECIAL SUBJECTS TEACHING CREDENTIALS

The Preliminary or Clear Special Subjects Teaching Credential authorizes the holder to teach the subject named on the credential in grades K–12 inclusive, and classes organized primarily for adults.

The Special Subjects Teaching Credentials are issued to individuals who meet the requirements listed below and who apply through and are recommended by a [Commission-approved program sponsor](#). They are available in the following subject areas:

- Aviation Flight Instruction
- Aviation Ground Instruction
- Basic Military Drill
- Reserve Officers Training Corps
- Driver Education and Training
- Limited Driver Training

Requirements for the Five-Year Preliminary Credential

Individuals must satisfy **all** of the following requirements:

1. Verify four years of experience or education as specified below (at least one year of the experience must be within the three-year period immediately preceding the issuance of the credential.)
 - *Aviation Flight Instruction or Aviation Ground Instruction*
Experience must be verified by copies of flight logs
 - *Basic Military Drill*
Experience must be verified by the Adjutant General of the State of California
 - *Reserve Officers Training Corps (ROTC)*
Experience must be verified by the branch of the military service sponsoring the program in the employing school district
 - *Driver Education and Training*
Education must include a bachelor's degree from a regionally-accredited college or university verified by official transcript
 - *Limited Driver Training*
Experience must be verified by submission of a current transcript of driving record from the Department of Motor Vehicles
2. Possess the appropriate license, complete the appropriate course work, **or** obtain the recommendation of the appropriate agency as specified below:
 - *Aviation Flight Instruction or Aviation Ground Instruction*
Possess a properly rated valid certificate issued by the Federal Aviation Agency
 - *Basic Military Drill*
Obtain the recommendation of the Adjutant General of the State of California

- *Reserve Officers Training Corps (ROTC)*
Obtain the recommendation of the branch of military service sponsoring the program in the employing school district
 - *Driver Education and Training*
Possess a valid California driver's license and receive verification by an LEA that the applicant has completed 12 semester units, or 180 clock hours, in a Commission-approved program of subject-matter preparation in driver education and training*
 - *Limited Driver Training*
Possess a valid California driver's license, submit a written statement from the employing school district attesting to the applicant's ability to actually perform behind-the-wheel driver instruction, and submit written assurance from the ESD that adequate supervision and appropriate staff development will be provided for the individual receiving the limited driver training authorization
3. **One** of the following requirements must be satisfied:
 - a. possess a high school diploma
 - b. possess a diploma based on passage of the GED Test
 - c. possess the foreign equivalent of a high school diploma
 4. U.S. Constitution – applicants must satisfy **one** of the following requirements:
 - a. complete a course (at least two semester units or three quarter units) in the Provisions and Principles of the U.S. Constitution at a regionally-accredited college or university (Submit a copy of the course description for evaluation purposes.)
 - b. pass an examination in the Provisions and Principles of the U.S. Constitution given by a regionally-accredited college or university
 5. For Driver Education and Training only, satisfy the [basic skills requirement](#). See Credential Leaflet [CL-667](#), entitled *Basic Skills Requirement*, for additional information
 6. Verification that the applicant is aware of the requirements for the clear credential, including the program of advanced personalized preparation
 7. Recommendation from a [Commission-approved Career Technical Education program](#) of personalized preparation.
 7. Completed application ([form 41-4](#))
 8. Current application [processing fee](#)

*Effective April 18, 1999, only Commission-approved subject-matter programs will be accepted toward meeting this requirement.

Note: A Preliminary Special Subjects Credential may be issued for one year to applicants who have completed all requirements except the U.S. Constitution requirement, as listed above. The credential may be extended to its full five-year term once the U.S. Constitution requirement has been met.

Requirements for the Clear Credential

Individuals must satisfy **all** of the following requirements:

1. Possess the appropriate valid Preliminary Special Subjects Teaching Credential

2. Verify completion of two years of successful teaching experience as authorized by the preliminary special subjects teaching credential. “*Two years of successful teaching*” is defined as teaching a minimum of one course in each of four terms within the five-year period of validity of the preliminary credential
3. Verify completion of a Commission-approved Career Technical Education program of personalized preparation
4. Health education, including, but not limited to, the study of nutrition; the physiological and sociological effects of abuse of alcohol, narcotics, and drugs, and the use of tobacco. This requirement must also include training in cardiopulmonary resuscitation (CPR) that covers infant, child, and adult CPR skills.
5. Completed application ([form 41-4](#))
6. Current application [processing fee](#)
7. Recommendation by a [Commission-approved CTE program sponsor](#)

Special Teaching Authorization in Physical Education

The Special Teaching Authorization in Physical Education authorizes the holder to teach physical education courses in basic military drill and physical fitness training in grades 12 and below, and classes organized primarily for adults. The Special Teaching Authorization in Physical Education is a distinct physical education authorization limited to the areas of basic military drill and physical fitness training.

Requirements for the Special Teaching Authorization

Individuals must satisfy **all** of the following requirements:

1. Possess a valid Preliminary or Clear Special Subjects Teaching Credential in Basic Military Drill or R.O.T.C
2. Satisfy the [basic skills requirement](#) (see [Credential Leaflet CL-667](#))
3. Verify subject-matter knowledge in physical education by completion of a [Commission-approved subject matter program](#) or passage of the appropriate [subject-matter examination\(s\)](#)
4. Completed application ([form 41-4](#))
5. Current application [processing fee](#)

[Click here for Professional Preparation Programs](#) or visit the Commission website @ www.ctc.ca.gov.

Reference: California Education Code, Section 44252(e) and Title 5, California Code of Regulations, Section 80037