



State of California
Commission on Teacher Credentialing
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DESIGNATED SUBJECTS SUPERVISION AND COORDINATION CREDENTIALS

Supervision and Coordination credentials are issued to individuals who meet the requirements listed below and who apply through, and are recommended by, a Commission-approved program sponsor. A list approved program sponsors may be obtained from the Commission's website at www.ctc.ca.gov.

Authorization

The Designated Subjects Supervision and Coordination Credential authorizes the holder to supervise and coordinate subjects and classes in all types of designated subjects programs.

Requirements for the Credential

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

1. Possess a valid Designated Subjects Teaching Credential, other than for part-time service (The teacher who holds another type of California teaching credential which authorizes service in an adult or career technical education class may be eligible for the Supervision and Coordination Credential if all other requirements are met. The program sponsor must request a Designated Subjects Adult Education Credential on the recommendation form for the Supervision and Coordination Credential. Only one application and fee is required for the initial issuance. Subsequent renewals require two applications and two fees.)
2. Obtain verification from the employing agency of completion of three years of full-time teaching experience in the subject named on the Designated Subjects Teaching Credential
3. Obtain verification by a Commission-approved program sponsor of completion of six semester units, or 90 clock hours, in a Commission-approved personalized program in supervision and coordination
4. Satisfy the [basic skills requirement](#). See Commission leaflet [CL-667](#), entitled *Basic Skills Requirement*, for additional information.
5. Completed application ([form 41-4](#))
6. Application [processing fee](#)
7. Recommendation by a [Commission-approved program sponsor](#)

Period of Validity

The period of validity of the Supervision and Coordination Credential is determined by the expiration date of the prerequisite Designated Subjects Credential held, but may not exceed five years from the date of issuance.

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

Reference: Title 5, California Code of Regulations, Section 80038