

# Cal Poly Humboldt.

## School of Education Credential Program Requirements

Deadline	Requirement	Description
March 1	Application to CalState Apply	Apply to Cal Poly Humboldt as a Teaching Credential applicant online via Cal State Apply between October 1st and March 1st (Cost: \$70)
March 1	Letters of Recommendation	Two letters of recommendation from academic and/or professional references. Optional third letter is suggested.
June 1	Certificate of Clearance	<p>Prior to being allowed into any classroom to complete observations, clinical practice, or student teaching, you must obtain a Certificate of Clearance* through the California Commission on Teacher Credentialing (CTC). This process can take <b>up to 6 weeks to complete</b>, so apply early!</p> <p><i>*It is not necessary to obtain a Certificate of Clearance if you can present a VALID California Certificate or Credential issued by the CTC such as an emergency sub permit, PIP, STSP, Children's Center Permit or Adult Vocational Education Credential</i></p>
June 1	Basic Skills Requirement	<p>There are a variety of ways to meet this requirement, please go to the <a href="#">Basic Skills Requirement</a> page on the CTC website for more detailed information:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Passage of courses in Reading, Writing, and Mathematics, with a grade of B- or better</li> <li><input type="checkbox"/> CBEST Exam; Valid for life, available at the Cal Poly Humboldt Testing Center. Sign up at: <a href="http://www.ctcexams.nesinc.com/">http://www.ctcexams.nesinc.com/</a></li> </ul>
June 1	Subject Matter Competency	<p>There are a variety of ways to meet this requirement, please go to the <a href="#">Subject Matter Competency</a> page on the CTC website for more detailed information:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> CSET exam (Multiple Subjects or Single Subject Area); between 2-4 subtests, they can be taken together or individually, valid for 10 years. Available at the Cal Poly Humboldt Testing Center, can take the exams as many times as necessary.</li> <li><input type="checkbox"/> CTC Approved Subject Matter Program</li> <li><input type="checkbox"/> Completion of a baccalaureate or higher degree in Subject Matter area <ul style="list-style-type: none"> <li>• Single Subject Credentials: a major in subject matter area of interest (confirm with School of Education that your major meets the requirement)</li> <li>• Multiple Subject Credentials: a liberal studies major</li> </ul> </li> <li><input type="checkbox"/> Successful completion of coursework from an institution of higher education that addresses each of the domains of the subject matter requirements adopted by the CTC.</li> </ul>

August 1	CPR Certification	<p>Adult, Child, <b>and Infant</b> CPR Certification</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In-person, hybrid, and online courses are accepted; <i>in-person or hybrid formats are preferred</i></li> <li><input type="checkbox"/> Typically valid for 2-years</li> </ul>
August 1	US Constitution Course or Exam	<p>A course or examination covering the provisions and principles of the US Constitution. Required for all types of teaching credentials.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Completion of a baccalaureate degree from a CSU</li> <li><input type="checkbox"/> Undergraduate U.S. Government or Politics course from an institution of higher education other than a CSU</li> <li><input type="checkbox"/> Completion of the <a href="#">US Constitution Exam</a></li> </ul>
August 1	Health Verification	<p>Placement in a classroom requires verification of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Proof of Measles, Mumps, Rubella (MMR) vaccination <ul style="list-style-type: none"> <li>• Vaccination records can be obtained from your doctor or the Cal Poly Humboldt Health Center</li> <li>• Lack of vaccination records will require a titre test from your doctor to prove vaccination</li> <li>• Official vaccination waiver</li> </ul> </li> <li><input type="checkbox"/> Valid Tuberculosis (TB) screening or test</li> </ul>
August 1	45-hours Early Field Experience	<p>Observe a California Credentialed Teacher for a minimum of 45-hours, prior to the start of the program</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Must be grade level or subject matter specific</li> <li><input type="checkbox"/> Must be in a contained classroom (not an after school program or summer camp)</li> <li><input type="checkbox"/> Will accept up to <b>22.5 hours of substitute teaching experience</b></li> <li><input type="checkbox"/> Cal Poly Humboldt offers SED 210/410 as a course to fulfill this requirement.</li> </ul>
<p><b><i>All program requirements listed above must be submitted no later than August 1st, without prior extension approval from the program. Registration will be withheld if program requirements are not submitted. Start early on completing the Certificate of Clearance and any required exams, as these take the largest time commitment and are the most likely to be delayed in bureaucratic processes.</i></b></p>		
<p><b>Other Notes</b></p>		
<p>We are a two semester program that begins in the Fall and finishes in the Spring. We encourage candidates to continue through the end of the public school calendar (typically mid-June). Please be prepared to be available for the duration of the program.</p>		