

Preliminary Single Subject Credential (Secondary School Teaching)

General Information

The Single Subject teaching credential authorizes public school teaching in a departmentalized classroom in preschool, grades K-12, and classes organized primarily for adults. The university has approved subject area programs for the single subject credential in the following disciplines: Agriculture, Art, Biology, Chemistry, English, Geosciences, Physical Education, Math, Music, Physics, Spanish and Social Science.

The Application Process

Students must:

1. Submit the **CSU Graduate/Post-baccalaureate Application** online at Cal State Apply.
2. Complete the **Program Application** and provide supporting documents. Required items must be submitted to the Credential Analyst by established deadlines listed on the department website:
 - Grade Point Average (GPA):** Students must meet the required GPA of 2.67 overall, or 2.75 based on last 60 semester units. If the GPA falls below the minimum requirement, an **Exceptional Admission** option is available.
 - Basic Skills Requirement:** While there are several options available, CBEST remains the most popular manner in which students fulfill this requirement. Please refer to www.ctc.ca.gov to research your options.
 - Subject Matter Competency:** All Single Subject Credential Applicants must meet 100% subject matter competency through commission-approved coursework or via passage of the appropriate California Subject Examinations for Teachers (CSET). Apply online at www.cset.nesinc.com. Please note CSET exams expire after 5-10 years, depending on when they were passed. If you have not applied for and received your credential within this time frame, you will need to retake the CSET.
 - Certificate of Clearance (Application and Fingerprints):** A copy of a Certificate of Clearance document granted by the California Commission on Teacher Credentialing (CTC) must be submitted as part of the Program Admissions application process. A California Teaching Credential or Emergency Permit may be submitted in lieu of the Certificate of Clearance. The issuance date must not exceed 5 years. A copy of your document can be downloaded and printed from the CTC website: www.ctc.ca.gov within 60 days of your application submission.

Any further questions may be answered by contacting the Commission Information Services Unit by telephone at 1-888-921-2682 (between 1:00 p.m. and 4:45 p.m. weekdays), or by email at credentials@ctc.ca.gov
 - Early Field Experience:** Successful completion of a supervised Field Experience (45 hours) is a prerequisite for admission in the Credential Programs. Submit the "Early Field Experience Verification Form" with your program admission packet.
 - Recommendation Forms:** (Valid for 1 year) Two recommendation forms are required (forms are on the Program Admissions website). One recommendation form (academic), must be completed by a university or college professor who has been your instructor. The second form (work experience) is to be completed by a professional who has directly observed you as a volunteer, or as an employee, in a K-12 school setting for a minimum of 20 hours.
 - Statement of Purpose:** (Valid for 1 year) In a thoughtful, carefully edited statement: Discuss the personal and professional qualities you possess that will enable you to become an effective teacher in a multicultural classroom, and state your expectations of Cal Poly Pomona's Teacher Education Program.
 - TB Clearance:** Current Negative TB Test (offered at Student Health Center). TB clearance is valid for four years and must remain valid throughout Clinical Practice.
 - U.S. Constitution Requirement:** CSU graduates meet this requirement automatically. Completion of a course (with at least two semester units or three quarter units), in provisions and principles of the United States Constitution, OR an equivalent test. High School courses do not satisfy this requirement. Contact the Credential Analyst for course equivalencies.
 - Student Program Plan:** Candidates will be directed to make arrangements with their Credential Program Faculty Advisor to meet and complete the Student Program Plan. A copy of this plan must be submitted with the Program Admissions Packet.
 - Interview:** (Valid for 1 year) Applicants will participate in group interviews and on-demand writing samples.
 - Processing Fee:** There is a \$25 credential application processing fee required with the Program Admissions Packet. The fee may be submitted via BroncoDirect or to the cashier's office. Evidence of payment must be submitted with the Program Admissions Packet.

Preliminary Single Subject Credential (Secondary School Teaching)**Course Requirements for Preliminary Single Subject Credential (36 Units)**

<input type="checkbox"/> EDU 5010 – Foundations of Teaching & Learning	3 Units
<input type="checkbox"/> EDU 5020 – Foundation of Education in a Diverse Society	3 Units
<input type="checkbox"/> EDU 5302 – Educating Students with Disabilities in Diverse Settings	3 Units
<input type="checkbox"/> EDU 5200 – Secondary Reading & Writing in the Content Areas (TPA 2)	3 Units
<input type="checkbox"/> EDU 5205 – Secondary Curriculum & Methods	3 Units
<input type="checkbox"/> EDU 5210 – Teaching Secondary English Learners	3 Units
<input type="checkbox"/> EDU 5215 - Models of Secondary Instruction (TPA 1)	3 Units
<input type="checkbox"/> EDU 5220 – Building Relationships with Youth, Families, & Communities	3 Units
<input type="checkbox"/> EDU 5260 – Single Subject Clinical Practice	9 Units
<input type="checkbox"/> EDU 5280 – Teaching Performance Assessment for Secondary Teachers	3 Units

Additional Credential Requirements**Adult, Child & Infant CPR:**

Valid verification needs to be submitted to the Credential Analyst at the end of Clinical Practice, when you apply for the Preliminary Credential.

Teaching Performance Assessment (TPA):

Passing scores on all TPA's are required at various points throughout the program, and, to be recommended for the Preliminary Credential.

Notes:

- 1) When requesting substitution of equivalent courses from another institution, students must complete a **Course Equivalency Request** form with a copy of official transcripts, a copy of the catalog course description from the year the course was taken and the syllabus. This form and supporting documents is to be submitted to the Credential Analyst.
- 2) Please arrange for Pearson to send your scores electronically to Cal Poly Pomona. Please also be prepared to provide a copy of the original scores you receive.