MULTIPLE SUBJECT CREDENTIAL PROGRAM GENERAL INFORMATION
SUMMER & FALL 2020 APPLICANTS ONLY (ONE-TIME EXCEPTION)

SUMMER OR FALL DEADLINE: June 1
Submit a university application through Cal State Apply https://calstate.liaisoncas.com Please note that the CSU Graduate Application must be submitted online on or before the deadline regardless of what day the deadline falls.

ATTEND AN INFORMATION MEETING
Meetings are designed to inform prospective students of the best possible ways to meet the requirements for admission into a credential program. Visit our website http://gcoe.sfsu.edu/events/information-session for the schedule and information on how to reserve a seat.

University Requirements:
• Online Graduate Application
• Application fee $70.00
• Official transcripts from all colleges or universities attended

Multiple Subject Credential Admissions Requirements (required for credential and MA + credential):
• GCoE Application fee $25.00 (non-refundable)
• Unofficial transcripts from all colleges or universities attended for application review; official transcripts required for admitted students
• Bachelor’s Degree must be posted before starting the program
• GPA: 2.67 overall or 2.75 in the last 60 semester units or 90 quarter units (Credential Only program requirement)
• GPA 3.0 or higher in baccalaureate or post-baccalaureate coursework (Credential plus Master’s degree program requirement)
• Statement of Purpose - also fulfills written English proficiency requirements for Cred plus MA candidates
• Resume or Curriculum Vitae
• Letters of recommendation (minimum of two for application review)
• Negative Tuberculosis [TB] test or chest x-ray (must be valid at least 6 months at the time of admission and while in the program)
• Early Field Experience*
• Certificate of Clearance*
• Subject Matter Competency*
• Basic Skills*
• *The above admissions items will be considered, but are not required at the time of admission.
ADMISSION PROCEDURES
Faculty will interview applicants who meet minimum qualifications and program expectations. If selected for an interview, applicants will be notified by email. Applicants who will be recommended for admission will be notified 2 to 3 weeks after the interview.

CSU GRADUATE APPLICATION REQUIREMENTS FOR ADMISSION:

1. UNIVERSITY APPLICATION: Open an application to Cal State Apply https://calstate.liaisoncas.com using the online Graduate/Post-Baccalaureate application to The California State University
   - Summer 2020 one-year applicants select 2019-2020 school year
   - Fall 2020 three-semester applicants select 2020-2021 school year
   - When filling out the online application for Credential only: Select SFSU Credential
   - When filling out the online application for Credential plus Master’s Degree program: Select EDUCATION – ELEMENTARY EDUCATION CREDENTIAL

2. FEE: There is a $70.00 fee for this application. You can pay online at the time of the application submission.

3. TRANSCRIPTS: Upload one unofficial set of transcripts from every college or university attended to the SF State Graduate Admissions. Official transcripts will be required for admitted students. If you have previously attended SF State, you may not need to send transcripts. Please check with Graduate Admissions regarding their policies.

4. TOEFL: If you are an international student or if you have a bachelor’s degree from outside the United States, please contact the Graduate Admissions directly. There may be additional requirements for admission, such as the Test of English as a Foreign Language (TOEFL).

REQUIREMENTS FOR ADMISSION:

1. PROCESSING FEE: There is a $25.00 non-refundable fee for this application. Please pay this fee online via CashNet: https://commerce.cashnet.com/CGSC_ADM. Cashnet charges a 2.75% nonrefundable fee for all debit/credit card transactions. Upload proof of payment on Cal State Apply.

2. FOREIGN TRANSCRIPT EVALUATION: Applicants who earned their degrees from a foreign country must have the equivalent of a bachelor’s degree from a regionally accredited institution. Foreign transcripts must be evaluated by a state approved agency. Visit the CTC website for a list of approved agencies http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf. Submit foreign transcript evaluations directly to Credential Services (Burk Hall 244).

3. DEGREE: Applicants must have earned a bachelor’s degree or higher, except in professional education (i.e., secondary education), from a regionally accredited college or university. The degree must be awarded before enrolling in the credential program. If the degree is not awarded at the time of the application deadline, applicants must provide transcripts at the time of application and submit updated transcripts once the degree has been awarded.
5. **STATEMENT OF PURPOSE**: Upload a typed essay (500-750 words). Some questions to consider when formulating your essay: Why do you want to be a teacher? What experiences have prepared you to teach in a racially and linguistically diverse, urban setting? What personal qualities do you possess and what experiences have you had that prepared you to work in a collaborative environment such as an elementary school or cohort in the Multiple Subject Program?

6. **RESUME**: You may include information about your academic, employment, and volunteer experiences that are pertinent to your application and program objective.

7. **EARLY FIELD EXPERIENCE**: If you were unable to complete EFE hours due to school closures, you may submit proof of partial completion. Applicants unable to complete EFE prior to application will be allowed to complete the hours during the first semester of program enrollment.

8. **LETTERS OF RECOMMENDATION**: Please request letters of recommendation from at least two people who know you in an academic or professional capacity. Letters should address the applicant’s character, aptitude for teaching, work ethic, and or academic ability.

9. We understand that the sudden change in work conditions for many people may impact ability to obtain letters of recommendation in a timely fashion. We will consider applicants without the required number of letters on a case by case basis. Please advise letter writers to directly enter text or to upload scanned, signed letters on letterhead to the Cal State Apply platform. Letters from relatives and letters more than five years old will not be accepted.

10. **TUBERCULOSIS (TB) TEST**: TB test verification should be a photocopy of a note or card from a doctor. A negative skin test or a clear chest x-ray is acceptable. Verification should be valid at the time of application and while in the program. The term of validity from the time you took is for a negative skin test is four years and five years for the clear chest x-ray.

11. **CERTIFICATE OF CLEARANCE**: Upload one of the following:
   a. Proof that you have obtained your COC from the California Teaching Commission on Teaching Credentialing OR
   b. Proof that you have applied for the COC (upload copy of completed COC application showing completion of LiveScan)
   c. If it is not possible to apply for COC due to shelter in place orders, upload a note indicating that you are aware that obtaining a COC prior to August 1 will be a condition for full admissions.
   i. **Acceptable documentation in lieu of a Certificate of Clearance**: Valid credentials or permits issued by the CTC, including substitute, pre-intern permits, short-term staff permits, clear or preliminary, or Child Development permits. Submit a printout from the CTC website. For more detailed information about the Certificate of Clearance, please visit this link: CTC Certificate of Clearance site. District or other job related clearance is not acceptable, however for student teaching purposes districts may require additional fingerprint clearance.
10. **SUBJECT MATTER COMPETENCY**: The program does not provide further preparation in a subject area. Knowledge of the subject should be mastered before beginning a credential program. **At minimum, you must have registered for the CSET: Multiple Subject Subtests I, II, and III are required for full admission into the credential program.** Upload photocopies of proof of registration or of all exam scores even if you have requested the testing company to send the scores to SF State. For information and registration go to [http://www.ctcexams.nesinc.com/](http://www.ctcexams.nesinc.com/).

A. Upload proof that you have registered, attempted and/or passed at the time of application

B. If you have not passed by the time the semester begins, you must register for our EED 642 CSET Prep Course (3 units). You must pass all of the CSET before starting full-time student teaching.

C. CSET Multiple Subjects I, II, and III scores for exams are valid for 10 years. You must earn your credential before these tests expire.

11. **BASIC SKILLS REQUIREMENT**: Completion of Basic Skills not required for Fall 2020 admissions only (one-time exception). At minimum, applicants must demonstrate progress towards completing basic skills - e.g., register for the CBEST. Basic Skills must be completed before any student teaching. **Choose one of the following options to fulfill this requirement.**

A. **CBEST (California Basic Skills Examination)**: Submit a *scanned copy* of the results. For information and registration go to [this link - CBEST Information](http://www.ctcexams.nesinc.com/).

B. **Out-of-State Basic Skills Examination**: Submit a *scanned copy* of the results. Not all states’ Basic Skills Exams have been approved by the CTC. Contact the Credential and Graduate Services Center to find a list of approved out-of-state basic skills exams.

C. **CSET: Multiple Subjects Plus Writing Skills**: Submit a *scanned copy* of the results. You must pass the Writing Skills test AND all three Multiple Subject subtests to fulfill the Basic Skills Requirement. For information and registration go to: [CSET Writing Skills site](http://www.ctcexams.nesinc.com/)

D. **Other Options for Satisfying the Basic Skills Requirement (see chart below):**

<table>
<thead>
<tr>
<th>Examination</th>
<th>English</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSU Early Assessment Program (EAP) (taken in Spring of 11th grade)</td>
<td>&quot;College Ready&quot; or &quot;Exempt&quot;</td>
<td>&quot;College Ready&quot; or &quot;Exempt&quot;</td>
</tr>
<tr>
<td>Entry Level Math (ELM)**</td>
<td></td>
<td>50*</td>
</tr>
<tr>
<td>English Placement Test (EPT)**</td>
<td></td>
<td>151</td>
</tr>
</tbody>
</table>

*The California Commission on Teacher Credentialing will accept a combination of scores from the EAP and the EPT/ELM examinations to meet the Basic Skills Requirement as long as the individual passes a section of English and a section of Mathematics.*

*ELM tests taken prior to March 2002 required a minimum passing score of 550.

**The English Placement Test (EPT) and Entry-Level Mathematics Exam (ELM) are no longer offered.
12. **WRITTEN ENGLISH PROFICIENCY REQUIREMENT (Master’s degree requirement):**
Each graduate student must demonstrate the ability to write English correctly and effectively. To assure that each graduate student has the required proficiency in Written English, two distinct assessments are made by the major department:

**Level One:** Written English proficiency will be assessed on the Personal Statement, submitted to the department as part of the application.

**Level Two:** Writing proficiency will be assessed based on the Field Study Report or Thesis submitted as the culminating experience.

<table>
<thead>
<tr>
<th>Examination</th>
<th>Evidence-Based Reading and Writing</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Board SAT (taken <em>after</em> March 2016)</td>
<td>560</td>
<td>570</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Examination</th>
<th>Critical Reading (or Verbal)</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Board SAT (taken <em>before</em> March 2016)</td>
<td>500</td>
<td>550</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Examination</th>
<th>English</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT</td>
<td>22</td>
<td>23</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Examination</th>
<th>English</th>
<th>Math</th>
</tr>
</thead>
</table>
| College Board Advanced Placement Examinations | Score of 3 or above on one of the following:  
- AP English Language and Composition  
- AP English Literature and Composition | Score of 3 or above on one of the following:  
- AP Calculus AB  
- AP Calculus BC  
- AP Statistics |