

**SAN DIEGO STATE UNIVERSITY
SINGLE SUBJECT PRELIMINARY CREDENTIAL PROGRAM
INFORMATION BROCHURE**

Are you interested in teaching middle, junior high, or high school? The Single Subject Credential authorizes teaching service in grades K-12 in specific subject areas, but is most commonly used in middle school, junior high, and high school. For further information, please contact the College of Education Office of Student Services, or the School of Teacher Education (see contact information below.)

ADVISING

GROUP ADVISING SESSIONS:

We strongly recommend that you attend a group advising session. These group sessions provide an overview of California's teaching credential requirements and SDSU's teacher preparation program. Be sure to bring this information brochure with you to the group advising session. Reservations are not required.

**Current group advising session information is
posted on our web site at:**
<http://edweb.sdsu.edu/STE/teachprospective.htm>
or call
(619) 594-6320 or (619) 594-6131.

INDIVIDUAL ADVISING:

Credential Program Advisor:

Bonnie Telfer

Phone: (619) 594-3295; Office EBA 259
(Education & Business Administration (EBA);
previously known as Business Administration
bldg-BA)

Email: btelfer@mail.sdsu.edu

- Walk-in advising hours:
No appointment is necessary.
Monday-Thursday 2:00-4:00 p.m.

CURRENT APPLICATION FILING PERIODS AND DEADLINES MAY BE FOUND ON OUR WEB SITE AT:

<http://edweb.sdsu.edu/STE/teachprospective.htm>

Applicants are encouraged to submit complete applications early in the application period to facilitate the faculty review process, but applications may be submitted at any time during the application period. Please review the information in this packet carefully. Incomplete applications will not be reviewed by the Single Subject Admissions & Retention Committee. Departmental applications will continue to be accepted after the deadline on a space available basis. **Completion of stipulated requirements is the minimum criterion and does not ensure admission. Factors such as professional judgment of the Admissions and Retention Committee, date by which admission requirements are fully met, and space availability may determine admission and cohort choice.**

SCHOOL OF TEACHER EDUCATION:

Mailing Address:

San Diego State University
School of Teacher Education
5500 Campanile Drive
San Diego, California 92182-1153

Office: Education & Business Administration (EBA);
previously known as Business Administration
bldg (BA), Room 255

Phone: (619) 594-6131

Fax: (619) 594-7828

Email: admste@mail.sdsu.edu

Website: <http://edweb.sdsu.edu/STE/>

Walk-in Hours:

Mon-Thur 10:00 AM - 4:30 p.m.

Fri 12:00 - 4:30 p.m.

PROGRAM DESCRIPTION

The Single Subject Preliminary Credential Program is offered in "block" format either on a full-time basis over two semesters or on a part-time (three to four-semester) basis. Full-time student teaching is required of all candidates according to state law. Approximately 50% of the total program is devoted to student teaching. Students may be required to remain with their placement for the public school semester, which can be three to four weeks longer than the university term.

The part-time courses are offered in the late afternoon and early evening. Student teaching assignments require a day-time commitment and will be scheduled according to individual need in consultation with the program coordinator, Bonnie Telfer, (619) 594-3295, email: btelfer@mail.sdsu.edu.

Our programs combine coursework and student teaching to link theory and practice. The curriculum emphasizes the preparation of reflective practitioners to meet the needs of culturally and linguistically diverse children. Each student completes student teaching in two different grade levels; one assignment is at the middle school level (in grades 7/8) and another is at the high school level (in grades 9-12).

All students enrolled in the Single Subject Teacher Preparation Program will take the following courses. The scheduling and sequence of the courses vary with individual block offerings.

SINGLE SUBJECT REQUIRED COURSES

<u>Course Number</u>	<u>Title</u>	<u>Units</u>
TE 922	Behavioral and Psychological Aspects of Teaching	3-4
TE 903	Secondary School Student Teaching Seminar	2-3 (1-2 units content methods, 1 unit seminar)
TE 914	Teaching and Learning in the Content Area: Major	3
TE 933	Teaching Reading in the Secondary School	3
TE 954	Humanistic and Social Aspects of Teaching	3-4
TE 963	Secondary School Student Teaching I	4
TE 964	Secondary School Student Teaching II	12
EDTEC 470	Technologies for Teaching	3
PLC 915B	Teaching in the Content Areas: ELD/SDAIE	3
Total		36-39

Credential candidates must maintain a 3.0 cumulative grade point average in all professional education coursework attempted in order to continue enrollment in the credential program and to be recommended for the credential. A minimum grade of Credit, "C" or better is required in each individual class. Please refer to the *Bulletin of the Graduate Division* and the *Credential Program Handbook* for details on policies and requirements for students. Students who do not meet these standards will not be allowed to progress until deficiencies have been remediated or may be counseled out of the program.

**CHECKLIST OF REQUIREMENTS FOR APPLYING TO THE
SINGLE SUBJECT CREDENTIAL PROGRAM AT SDSU**

Must be complete at the time of application

Early Field Experience Guide (see page 9) _____
http://edweb.sdsu.edu/STE/documents/EFE_Fall_2007.pdf

Transcripts (may be mailed directly to the School of Teacher Education or hand delivered in a sealed envelope) (page 10)_____

TE 963 "Directed Student Teaching Document" (page 10)_____

Two letters of recommendation (page 11)_____

TB test (from within the past 4 years) (page 11)_____

Overall GPA of 2.67 **or** GPA of 2.75 in the last 60 semester/90 quarter units (page 10)_____

Confirmation page from applying to SDSU for graduate admission, if not currently an SDSU graduate student (page 13)_____

Completed departmental application packet for term applying (page 14)_____

Dept. application fee of \$25 (page 14)_____

May be in progress at the time of application

Prerequisite courses: (page 4)
 ED 451 _____
 HHS 280 _____
 SPED 450 _____

CSET (copy of official score sheet) or Advisor's Recommendation Form (pages 5-8)_____

CBEST (copy of official score sheet) (page 9)_____

Transcript with a Bachelor's Degree posted (page 10)_____

Certificate of Clearance (valid for 5 years) **or** current Emergency Teaching Permit (page 9)_____

Information to Keep in Mind

-After submitting your application the following are required for Admission and Block Placement-

You must submit the following to BA 255:

CBEST (copy of **your** official score sheet)_____ **and** CSET
 (copy of **your** official score sheet)_____

A printout showing the granting of your Certificate of Clearance or Emergency Permit _____
 on the CCTC web site: <https://teachercred.ctc.ca.gov/teachers/PersonalSearchProxy>

Required before program completion (items are required for your credential):

U.S. Constitution (page 12)_____ Adult/Child/Infant CPR (page 12)_____

PREREQUISITES AND PROGRAM ADMISSION REQUIREMENTS

1. Prerequisite Courses:

The following courses must be completed within the last **seven years** with a grade of Credit, “C” or better prior to entering the program. These courses cannot be taken concurrently with the program, but may be in progress at the time of application or have been taken prior to admission to the program. Proof of enrollment is required to be considered for admission. Individuals who are not current SDSU students may apply to SDSU using the **graduate** application (at www.csumentor.edu) to take prerequisites only or may enroll in these courses through Open University with the [College of Extended Studies](#).

- ED 451, “Introduction to Multicultural Education” (3 units)
- Health: HHS 280 (formerly HHS 296), “Health Education for Teachers” or CHE 101, “Health and Life Style” (1 unit)
- SPED 450, “Classroom Adaptations for Special Populations” or SPED 500, “Human Exceptionality” (2 units)

Coursework Equivalents at Local Colleges

COLLEGE/UNIVERSITY	ED 451	HHS 280	SPED 450/500
CSU San Marcos	EDUC 364	EDUC 571	EDUC 501
Chapman University	EDUU 570	EDUC 431	Not applicable
Cuyamaca College	Not applicable	HED 105 or 120	Not applicable
Grossmont College	Not applicable	HED 105 or 120	Not applicable
Mira Costa College	Not applicable	HEAL 101	Not applicable
Mt San Jacinto College	Not applicable	HS 121	Not applicable
National University	TED 605	HED 502 or 1602	EXC 625
Palomar College	Not applicable	HE 100 or CHDV 120	Not applicable
San Diego Christian College (formerly Christian Heritage)	Not applicable	BIO 300	ED 431
San Diego Community Colleges (City/Mesa/Miramar)	Not applicable	HEAL 101 or 190	Not applicable
Southwestern College	Not applicable	HLTH 101	Not applicable
UCSD	TEP 117 or SOC/B 117 or EDS 117	Not applicable	Not applicable
UCSD Extension	EDUC 30021 or EDUC 3V217 (on-line)	EDUC 30057 or EDUC 3V057	EDUC 30146 or EDUC 3V146
USD	ED 381C	HEAL 160	EDSP 389
USD Extension (www.onlinelearning.net)	Formerly EDU 558Z (no longer offered)	ED 569I	ED 569H

Please contact the School of Teacher Education for approved course equivalents at institutions not listed above. For any courses not recognized as equivalents by the School of Teacher Education, a “[Request for Adjustment of Credential Requirement](#)” form must be submitted with supporting materials (i.e. course syllabus, copy of transcript) for department review.

2. Subject Matter Competency:

- There are two ways to meet subject matter competency. The first way to fulfill the requirement is to complete a subject matter program or its equivalent at a California college or university. Only programs that have been evaluated and approved by the California Commission on Teacher Credentialing (CCTC) fulfill this requirement. A list of approved teaching majors for Single Subject Credentials may be found in the SDSU General Catalog under "Teacher Education". Coursework for the approved teaching major may differ from similar academic major requirements for the bachelor's degree. Please review the requirements in the General Catalog before meeting with the designated advisor for an evaluation. Reviews should be conducted well in advance of the application for program admission in the event that additional coursework is required.

Faculty advisors are available during the academic year (fall/spring), but generally are not on campus during the summer session. You must submit a recommendation form signed by the designated credential advisor for the academic teaching major on this campus or another California institution that has an approved subject matter program.

- The second way to verify your subject matter competence is to pass one or more subject matter tests adopted by the CCTC. Candidates may provide passing scores on designated CSET exams. Information on which tests are required in lieu of coursework for subject matter competency is provided on the following pages. Subject matter exam scores may be used for credentialing purposes for a period of five years after the test date.

With restrictions, individuals who have taken all subtests and not passed a portion of them **may** be eligible for the part-time program. However, all subtests **must** have been taken and copies of all test scores must be submitted in order to be eligible. **YOU MUST SUBMIT A COPY OF YOUR TEST RESULTS. WE CANNOT USE THE INFORMATION FORWARDED FROM THE TESTING AGENCY. All CSET subtests must be passed prior to student teaching (full-time blocks start student teaching in their 1st semester, while Part Time students start in their 2nd semester.) To be eligible for a full-time block you must provide passing scores on all subtests of the subject matter exams.**

Registration materials for the examinations are available online at www.cset.nesinc.com . If you have any questions regarding test registration, preparation, service fees, test locations, administration procedures, or score reports, please contact the following:

CSET/SSAT: CSET/Single Subject Assessment for Teaching
National Evaluation Systems, Inc.
P.O. Box 340789
Sacramento, CA 95834-0789
(916) 928-4003
www.cset.nesinc.com

Single Subject Credential Advisors

These advisors will evaluate the subject matter proficiency of students who either have graduated from SDSU or who are formally matriculated at San Diego State University (Open University enrollment through the College of Extended Studies does not constitute formal matriculation). SDSU does not provide evaluation services to individuals who have graduated from other universities and who are entering credential programs at institutions other than San Diego State. The university does not provide "four-fifths (4/5) evaluations" for SDSU students or students at other universities. Please note that many of the Single Subject teaching majors are in transition to meet new standards established by the California Commission on Teacher Credentialing. The designated advisor will be able to provide details.

SUBJECT	ADVISOR	OFFICE	PHONE	E-MAIL ADDRESS
Art	Terri Hughes	ART N 509	619-594-2850	thughes@mail.sdsu.edu
Students who have declared this major prior to July 1, 2006, and have taken any of the courses Art 100, 101, 102, 103, 258, and 259 may follow this program providing it is completed by September 1, 2010. All other students may choose to complete this program of study, but must also take and pass the CSET examination.				
English	Contact the Department of English and Comparative Literature at 619-594-5443 to schedule an appointment			
Mathematics	Paul Brock	GMCS 510	619-594-6191	pwbrock@sciences.sdsu.edu
Music	Charles Friedrichs Nan McDonald	M 114C M 224	619-594-1600 619-594-5840	cjfried@mail.sdsu.edu nmcdonal@mail.sdsu.edu
Physical Education	Kathy LaMaster	PSFA 212	619-594-2419	lamaster@mail.sdsu.edu
Science				
Biology	Kathy Williams	LS 135	619-594-6442	kwilliams@sunstroke.sdsu.edu
Chemistry	Phoebe Roeder David Pullman	AD 103 CSL 301	619-594-4812 619-594-5573	proeder@mail.sdsu.edu dpullman@sciences.sdsu.edu
Geosciences	Phoebe Roeder David Kimbrough	AD 103 PS 117	619-594-4812 619-594-1385	proeder@mail.sdsu.edu dkimbrough@geology.sdsu.edu
Physics	Phoebe Roeder	AD 103	619-594-4812	proeder@mail.sdsu.edu
Social Science	Carole Putko	AL 580	619-594-5304	socsciad@sdsu.edu
The social science major in preparation for the single subject teaching credential has been submitted to the California Commission on Teacher Credentialing for approval. If the major is not approved by the deadline of July 1, 2009, students who have declared this major and have taken any of the courses listed below may follow this program provided it is completed by July 1, 2009. All other students may choose to complete this program of study, but then must also take and pass the CSET examination.				
Spanish	Ron Young	AL 155	619-594-2495	ryoung@mail.sdsu.edu
No new students will be accepted effective July 1, 2006. Students declared in this major prior to July 1, 2006, will have until June 2010 to complete the major to qualify for the subject matter waiver of the CSET examination. All other students may choose to complete this program of study, but must also take and pass the CSET examination.				

**Single Subject Examinations Authorized by
The California Commission on Teacher Credentialing**

The California Commission on Teacher Credentialing currently authorizes the use of the following examinations for demonstration of subject matter competency for Single Subject Teaching Credentials. The examination requirements are periodically reviewed and revised. Please check your registration bulletins to assure that you are scheduling the appropriate examinations. Subject Matter Competency Test scores are considered valid for five years. Teacher certification must be recommended within that time period in order for the scores to be posted permanently. If you do not obtain a recommendation for your teaching credential within five years, you must retake the appropriate subject matter competency test. **You must provide scores for all subtests of the subject matter exams before your application can be reviewed for admittance to the teacher credential program. All CSET subtests must be passed prior to student teaching. YOU MUST SUBMIT A COPY OF YOUR TEST RESULTS. WE CANNOT USE THE INFORMATION FORWARDED FROM THE TESTING AGENCY.**

SINGLE SUBJECT TEACHING CREDENTIAL AREA	TEST	TEST NAME / TEST CODE
<u>Art</u> (2 subtests required)	CSET	Artistic Perception; Historical & Cultural Context of the Visual Arts; Aesthetic Valuing (140) Creative Expression; Connections, Relationships, and Applications; History & Theories of Learning in Art (141)
<u>Business</u> (3 subtests required)	CSET	Business Management Marketing (175) Accounting and Finance, Economics (176) Information Technology, Business Environment Communication (177)
<u>English</u> (4 subtests required)	CSET	Literature & Textual Analysis; Composition & Rhetoric (105) Language, Linguistics & Literacy (106) Composition & Rhetoric; Literature & Textual Analysis (107) Communications: Speech, Media, & Creative Performance (108)
<u>French</u> (3 subtests required)	CSET	General Linguistics; Linguistics of French (148) Literary & Cultural Texts & Traditions; Cultural Analysis & Comparisons (149) Language & Communication: Listening Comprehension; Language & Communication: Reading Comprehension; Language & Communication: Written Expression; Language & Communication: Oral Expression (150)
<u>German</u> (3 subtests required)	CSET	General Linguistics; Linguistics of German (151) Literary & Cultural Texts & Traditions; Cultural Analysis & Comparisons (152) Language & Communication: Listening Comprehension; Language & Communication: Reading Comprehension; Language & Communication: Written Expression; Language & Communication: Oral Expression (153)
<u>Mathematics</u> (3 subtests required)	CSET	Algebra; Number Theory (110) Geometry; Probability & Statistics (111) Calculus; History of Mathematics (112)

<u>Mathematics: Foundational Level</u> (2 subtests required)	CSET	Algebra; Number Theory (110) Geometry; Probability & Statistics (111)
<u>Music</u> (3 subtests required)	CSET	Artistic Perception; Historical & Cultural Foundations; Aesthetic Valuing (136) Creative Expression; Connections, Relationships & Applications (137) Music Methodology & Repertoire (138)
<u>Physical Education</u> (3 subtests required)	CSET	Growth, Motor Development & Motor Learning; The Science of Human Movement (129) The Sociology & Psychology of Human Movement; Movement Concepts & Forms; Assessment & Evaluation Principles (130) Professional Foundations, Integration & Concepts (131)
<u>Science: Biological Sciences</u> (3 subtests required)	CSET	General Science (118) General Science (119) Biology/Life Science (120)
<u>Science: Biological Sciences</u> (Specialized) 2 subtests required	CSET	Biology/Life Science (120) Biology/Life Science (Specialized) (124)
<u>Science: Chemistry</u> (3 subtests required)	CSET	General Science (118) General Science (119) Chemistry (121)
<u>Science: Chemistry</u> (Specialized) (2 subtests required)	CSET	Chemistry (121) Chemistry (Specialized) (125)
<u>Science: Geoscience</u> (3 subtests required)	CSET	General Science (118) General Science (119) Earth & Planetary Science (122)
<u>Science: Geoscience</u> (Specialized) (2 subtests required)	CSET	Earth & Planetary Science (122) Earth & Planetary Science (Specialized) (126)
<u>Science: Physics</u> (3 subtests required)	CSET	General Science (118) General Science (119) Physics (123)
<u>Science: Physics</u> (Specialized) (2 subtests required)	CSET	Physics (123) Physics (Specialized) (127)
<u>Social Science</u> (3 subtests required)	CSET	World History; World Geography (114) U.S. History; U.S. Geography (115) Civics; Economics; California History (116)

<u>Spanish</u> (3 subtests required)	CSET	General Linguistics; Linguistics of Spanish (145) Literary & Cultural Texts & Traditions; Cultural Analysis & Comparisons (146) Language & Communication: Listening Comprehension; Language & Communication: Reading Comprehension; Language & Communication: Written Expression; Language & Communication: Oral Expression (147)
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3. CBEST Exam:

The California Education Code specifies that candidates for a credential to serve in the public schools of California must verify basic skills proficiency by passing the California Basic Educational Skills Test (CBEST). To pass the CBEST, you must pass all three sections (Reading, Mathematics, and Writing). You may submit an application without CBEST scores, however, your application will not be reviewed until a copy of passing scores for all three sections has been submitted. **YOU MUST SUBMIT A COPY OF YOUR TEST RESULTS. WE CANNOT USE THE INFORMATION FORWARDED FROM THE TESTING AGENCY.** It is recommended that candidates take this exam as early as possible.

CBEST test guides and online registration are available at www.cbest.nesinc.com. If you have any questions regarding CBEST registration, service fees, administration procedures, admission tickets, or score reports, contact:

CBEST Program
National Evaluation Systems, Inc.
P.O. Box 340880
Sacramento, CA 95834-0880
(916) 928-4001
www.cbest.nesinc.com

Test Preparation Workshops/Classes

- College of Extended Studies, Gateway Center, (619) 594- 5152

4. Early Field Experience:

All candidates must successfully complete a minimum of 30 hours of volunteer or paid observation and participation in a “regular” classroom in a public middle or high school within the past four years. **This requirement may NOT be in progress at the time of application submission.** This experience must be documented using our “Early Field Experience (EFE) Guide” and submitted with the application to the credential program. The Early Field Experience Guide is available in the SDSU Aztec Shops Bookstore under “Teacher Education” or for mail delivery by calling (619) 594-7535. It is also available for download on the School of Teacher Education website (see page 1).

5. Certificate of Clearance or Emergency Teaching Permit:

Candidates must verify their personal and professional fitness for service in public schools through a state and federal review. Candidates must submit one of the following prior to acceptance into the Teacher Preparation Program:

- Confirmation of Certificate of Clearance issued by the California Commission on Teacher Credentialing (must be **valid throughout the program and at the time you apply for your credential.**)
- A copy of an original Emergency 30-day Substitute Permit issued by the California Commission on Teacher Credentialing which must be **valid throughout the program and at the time you apply for your credential.** This clearance is valid for one year from the date of issuance and must be renewed annually.

To apply for your Certificate of Clearance, please stop by BA 255 or BA 259 to pick up a dual LiveScan form and directions for applying for the Certificate of Clearance. If you are out of town, you can call or email our office and request that we mail the form to you (see page 1 for contact info). Carefully follow all instructions for obtaining

your Certificate of Clearance, as you will not be admitted without it. **Please keep a copy of the confirmation page from the on-line application, which you submit to CCTC. You will need to submit a copy of this confirmation with your application to our program.**

Commission on Teacher Credentialing
Sacramento, CA
(888) 921-2682
<http://www.ctc.ca.gov>

6. Grade Point Average:

- Credential Program and University Admission - Candidates must have a grade point average of at least 2.67 overall based on all baccalaureate and post-baccalaureate coursework, or a grade point average of at least 2.75 in the last 60 semester or 90 quarter units attempted for admission to the credential program and San Diego State University. Please consult our Single Subject Advisor if you do not meet this GPA standard.
- Candidates who do not meet this GPA standard may petition the School of Teacher Education and San Diego State University for special consideration as part of the program application. Petitions for special consideration for deficiency in grade point average should address factors that may have been contributory to academic performance, as well as skills or abilities in the field of education that may mitigate previous poor academic performance. Additional letters of recommendation or professors' statements relative to academic performance in current classes may be attached. Submitting the petition in no way guarantees admission to our program or San Diego State University.

7. Completion of a Bachelor's Degree Program:

All candidates must have completed or be in the process of completing a bachelor's degree program. Proof of your bachelor's degree is required by an official transcript showing the date of its posting. If you are currently completing your bachelor's at the time of application, you will be required to provide an additional transcript after your degree has posted. If you are completing your bachelor's at SDSU, we are able to get this information from the Web Portal.

8. Transcripts:

You must submit one official transcript from each school you have attended, regardless of how many classes were taken at the institution. This includes community colleges and study abroad programs.

SDSU Graduates:

- You do not need to provide an official transcript for courses at SDSU. Please print an unofficial transcript from the Web Portal to submit with your application.
- If you attended any other colleges in addition to SDSU, submit **ONE OFFICIAL TRANSCRIPT** from each institution attended along with **ONE UNOFFICIAL COPY** of your SDSU transcript.
- If you attended SDSU, and previously submitted transcripts from other institutions to the University, we would request that you provide a set of official transcripts for our program. Do not count on us being able to obtain a copy of transcripts previously sent to SDSU. The State of California requires a complete academic record when you apply for a credential. We are requesting that you get these transcripts now so that we have them on file for when you apply for your credential.

9. Documentation for TE 963:

Each applicant must submit four copies of "Documentation for TE 963: Directed Student Teaching". Each packet must be typed (or produced on a computer) and include one cover application sheet, a listing of courses in your teaching subject only, and a personal narrative. This will be shared with and reviewed by professionals at the school site where you will be placed for your student teaching. You may use the format provided in the program application or download the document from the School of Teacher Education Website (see page 1) The narrative portion should be double-spaced, typewritten, and no longer than two pages. Type your name in the upper right-hand corner of each page and staple the pages together. The following items should be addressed:

- Your interest in and motivation for a teaching career in a multicultural setting.
- Your personal background/experience in working with students in multicultural settings.
- Other experiences personally considered important in the teacher preparation process.
- Any abilities, knowledge, skills, or experiences that will enhance your effectiveness as a teacher (e.g., ability to speak a second language, play a musical instrument, use technologies, or experience working with individuals with disabilities or special needs)

10. Letters of Recommendation:

Two letters of recommendation must be submitted from individuals who know you well (but are not related by blood or marriage) and who can comment directly on any of the following:

- Your qualifications for a teaching career
- Your experience in multicultural settings
- Your educational experiences
- Your employment experiences
- Your experiences as a volunteer
- Your experience teaching or supervising students or other groups of individuals
- Your potential for success as a teacher

The name, address, and phone number of the sender must be included on the letterhead stationery or typed on the letter. The signed letters may be hand carried and do not need to be confidential. A variety of types of references will receive a higher score. Letters from people who can speak to the candidate's employment, professional, or educational experiences are preferred and strongly encouraged.

11. Tuberculin Clearance:

Verification of a negative TB test (verification of no presence or active case of TB through PPD or Mantoux test), must be valid and on file throughout the credential program. TB tests are valid for four years and can be taken at the SDSU Health Services (for students currently enrolled at SDSU) or through any public health clinic, HMO, or private physician. If you receive a positive skin test, then you will need to provide proof that your TB is not active by a doctor's note or x-ray results.

ADDITIONAL CREDENTIAL REQUIREMENTS

While not admission requirements, the following must be satisfied prior to obtaining a California Single Subject Preliminary Teaching Credential. Candidates who have not satisfied these requirements must take the appropriate coursework or examination before completing the teacher preparation program.

1. **Completion of a Bachelor’s Degree Program**

2. **U.S. Constitution:** All credential candidates are required to verify completion of a collegiate-level course or examination covering the principles and provisions of the United States Constitution. If you are a California State University (CSU) graduate, you have automatically met this requirement. Typically this requirement is satisfied by a general education course covering the colonial period of American history (through 1820) or a course covering American government and politics. A grade of credit, “C” or better must be earned. The U.S. Constitution requirement for credentialing purposes may be different from the graduation requirement for the bachelor’s degree. The following courses and examinations will meet this U.S. Constitution requirement.

School	Approved U.S. Constitution Courses
SDSU	AFRAS 170A, HIST 109, HIST 115, HIST 409, HIST 413, CCS 120A, CCS 141A, POLS 102, POLS 305, POLS 320, WMNST 341A
Grossmont/Cuyumaca	HIST 108, HIST 114, HIST 118, HIST 180, POLSCI 121
San Diego Community Colleges (City, Mesa, Miramar)	BLAS 140A, CHIC 141A, HIST 109, HIST 115A, POLI 102, POLI 103
Southwestern College	AFRO 110, HIST 100, HIST 110, HIST 121, MAS 141, PS 102

U.S. Constitution Examinations are offered by the following:

- Palomar College, Social Science Department
1140 West Mission Road, San Marcos, CA 92069
(760) 744-1150, ext. 2412
- Point Loma Nazarene College, Dept. of History & Political Science
3900 Lomaland Drive, San Diego, CA 92106-2899
(619) 849-2450
- San Diego County Office of Education
6401 Linda Vista Road, San Diego, CA 92111
(858) 292-3825

3. **CPR Training:** Prior to completion of the credential program, all candidates must have proof of current training in cardiopulmonary resuscitation (CPR) that covers infant, child, and adult CPR skills on file. Training must meet the standards of the American Heart Association (AHA) or the American Red Cross (ARC). Candidates must submit a photocopy of their CPR card (both sides) issued by the training agency. Please contact the following organizations for information on CPR training:

- American Heart Association - “Heartsaver CPR Training”
(877) 242-4277 or (877) AHA-4CPR
(619) 291-2620 - San Diego Chapter
www.americanheart.org
- American Red Cross - “Community CPR Training”
(619) 542-7400 - San Diego Chapter, www.redcross.org
- A-B-CPR & First Aid Training - “Infant, Child, and Adult CPR Training”
(858) 693-3304, www.abcpr.biz
- www.cprtoday.com

APPLICATION PROCEDURES

APPLYING TO SDSU SCHOOL OF TEACHER EDUCATION IS A TWO-STEP PROCESS AS DETAILED BELOW.

Step 1: Apply to SDSU for graduate admission

Step 2: Apply to the Department

Step 1: Graduate/Post-baccalaureate Application: For admission to SDSU, a CSU Graduate and Post-baccalaureate Application and appropriate fee must be submitted to the university. This application may be completed online at www.csumentor.edu. SDSU undergrad students who will be graduating with their bachelor degrees must reapply to the university for post-baccalaureate/graduate standing. We encourage all candidates to submit their university applications prior to submitting their Single Subject Teacher Preparation program applications to facilitate the review process. There is a \$55.00 application processing fee for this application.

Please enter the following responses on the online CSU Graduate/Post-baccalaureate Application:

Major/Program Objective	Credential Only
Degree/Credential Objective	Other (specify), when the prompt box comes up specify "Credential"
Education Credential Objective	Applying to a credential program this term or Planning to apply to credential program at a later time (For Prerequisite Courses Only)
Credential Objective Name	Teaching: Single Subject Instruction - CLAD (Code 100)

When you fill out part B of your application to the university, please include any of the following statements that apply to you in your response to item #20 – Statement of Purpose.

- I am applying to SDSU in order to take prerequisite courses for the credential program.
- I am applying to SDSU in order to participate in a credential program.
- I am applying to SDSU in order to take courses for a subject matter waiver.
- I am applying to SDSU in order to take courses for a subject matter authorization to my existing credential.

Applicants for Prerequisites Only:

If applying for prerequisite courses only, one complete set of official transcripts from **every** college and university attended other than SDSU must be provided as part of the SDSU Graduate/Post-baccalaureate Application. If accepted into the university, you will have a maximum of two semesters as a conditionally classified graduate to complete all prerequisite courses. If you are accepted and do not attend, then you will have to re-apply for admission for any future semesters. Admission for prerequisites is not a guarantee for future departmental admission.

Send transcripts to: Enrollment Services
 Graduate Admissions Document Processing Unit
 San Diego State University
 San Diego, CA 92182-7416

Step 2: Application for Admission to the Single Subject Program: The Single Subject Teacher Preparation Program application must be submitted to the School of Teacher Education Office during the official filing period. The applications are available in the SDSU Aztec bookstore or on the website (see page 1). There is a \$25.00 application processing fee for this application.

A complete program application must include the following items. Please organize your materials in the order listed below. **Do not submit your materials in a notebook, binder, or portfolio.** Submit copies of all test scores and keep the originals for your records. Incomplete applications will not be accepted, with the exception of pending test scores, letters of recommendations (if being sent directly to our office), and transcripts.

Application Components (in order):

1. **Single Subject Credential program departmental application** (please staple all pages together)
2. **Proof of Negative TB test** (please submit a copy)
3. **Confirmation of Certificate of Clearance or Emergency Teaching Permit**
4. **CBEST scores** (please submit a copy)
5. **CSET scores or Advisors Recommendation form** (please submit a copy)
6. **Transcripts, from all institutions attended**
7. **GPA petition** (if necessary)
8. **Documentation for TE 963**
9. **Two Letters of Recommendation**
10. **Early Field Experience Guide**
11. **Proof of enrollment in prerequisite courses (if needed):** Prerequisite courses (ED 451, HHS 280, and SPED 450) cannot be taken concurrently with the program, but may be in progress at the time of application or taken in the summer prior to the fall program. Proof of enrollment in these courses at SDSU or course equivalents at other institutions is required to be considered for admission. Please note that these courses must have been taken in the last 7 years and be a grade of "Credit, C or better".
12. **Proof of completion of U.S. Constitution requirement** (if you have met this requirement prior to admission).
13. **Copy of adult/child/infant CPR card (both sides)** (if you have met this requirement prior to admission).
14. **Application processing fee:** This application fee of \$25.00 may be paid in person at the SDSU University Cashiers Office or may be submitted to the School of Teacher Education as a cashier's check/money order payable to SDSU. Personal checks and cash will not be accepted by the School of Teacher Education office.
15. **Block Preference Form:** A completed Block Preference form in which you have ranked your preferences for your block assignment must be submitted with your application. Block offerings vary each semester. Please refer to the School of Teacher Education Single Subject Application Packet.
16. **Confirmation page from submitting SDSU graduate application**

ADDITIONAL SDSU INFORMATION

This brochure cannot be considered the official publication for San Diego State University. It is your responsibility to read and review SDSU's *Bulletin of the Graduate Division* for details on university policies, requirements, course descriptions, and listing of fees. You may obtain a copy of the *Bulletin of the Graduate Division* from the SDSU Aztec Bookstore (619) 594-7535 or view it online at <http://coursecat.sdsu.edu/bulletin/>

Other important contact information for students

	LOCATION / PHONE	WEBSITE
Bulletin of the Graduate Division	Aztec Shops Bookstore (619) 594-7535	http://coursecat.sdsu.edu/bulletin/
Campus Map & Directions	--	www.sdsu.edu/campusinfo/directions.html
Class Schedules	-	www.sdsu.edu/schedule.html
Credential Processing Center	Education & Business Admin, Rm 259 (619) 594-5964	--
Financial Aid Scholarships & Grants	Student Services West, Room 3605 (619) 594-6323 Education & Business Admin, Rm 259 (619) 594-6320	http://starter.sdsu.edu/fao/ http://edweb.sdsu.edu/ceac/
Graduate Admissions	Prospective Student Center (619) 594-6336	http://arweb.sdsu.edu/es/admissions/graduate/
Office of the Registrar	Student Services West, Room 1641 (619) 594-6871	http://arweb.sdsu.edu/sic/
Open University – College of Extended Studies	Gateway Center (619) 594-5152	www.ces.sdsu.edu/open.html
Parking Information	DPS Building (619) 594-6671	www.dps.sdsu.edu/parkinginfo.htm
Public Safety	DPS Building (619) 594-1991	www.dps.sdsu.edu/
Student Health Services	Health Services Building (619) 594-4325	http://shs.sdsu.edu/
University Cashiers	Student Services West, Room 2620 (619) 594-5253	http://bfa.sdsu.edu/fm/co/sfs/

