Commission on Teacher Credentialing
Preconditions Submission Review
Revised Preconditions Due August 15, 2023

Institution: United States University

Program Cohort: **Green Cohort**

The information provided by your institution to demonstrate that each Commission approved credential program is operating in compliance with preconditions have been reviewed by staff. For preconditions that have been determined are met, no further action is necessary. **If additional information is needed, the precondition responses must be revised (use a different colored font) and resubmitted to Preconditions@ctc.ca.gov.** Feedback corresponding to the revisions will also be in a different colored font.

Institutions failing to submit revised preconditions by the above identified due date will be included in the next Committee on Accreditation meeting agenda for discussion and possible action. If you have any questions about the feedback provided here, please contact **Preconditions@ctc.ca.gov.**

Programs	All Met	Needs Additional Information	USU Response
General	Met	Met - Evidence Provided	**All MET**

Preliminary Multiple/Single Subject	1, 2, 4(n/a), 7	**Multiple Subject** **PC 5** Feedback #1: Evidence provided frame primacy of CSET as way to meet subject matter competence requirement in both MS and SS programs. This is inaccurate and should reflect current options, including named majors, option to meet requirement via combination of exam and coursework, etc. Please provide evidence within a handbook, website, or other document that indicates the admissions criteria related to demonstration of subject matter competence required in the precondition. This evidence may be within any current authentic candidate materials where requirements are listed. Feedback #2: Evidence provided frame primacy of CSET as way to meet subject matter competence requirement in both MS and SS programs. This is inaccurate and should reflect current options, including named majors, option to meet requirement via combination of exam and coursework, etc.	**Multiple Subject** **PreCondition #5** Resubmission 07/14/23 Students can meet Subject Matter Competence by completing the equivalent CSET exams, having a degree that is a 1:1 match for the CSET, or by combining both coursework and CSET exams. This is outlined in the attached waiver, which all students can access in the Teacher's Lounge. You can also see these requirements listed on our website in the following areas: Program Completion Requirements Admission Requirements All options are available on the CSET Waiver that all students would get after completing the CSET worksheets listed in the previous submission. Revised 09/20/23 Student Checklist - Updated to reflect SMR language Student Teaching Handbook - Updated to reflect SMR language and list of majors that meet the SMR requirements Subject Matter Verification Form BSR-41

		Feedback 3 CSET is still listed as part of the student checklist. The CSET is just one way of meeting the Subject Matter Requirement (SMR). Reviewer unable to find any listing of the majors that meet SMR for Multiple Subject Credential. Please provide evidence within a handbook, website, or other document that indicates the admissions criteria related to demonstration of subject matter competence required in the precondition. This evidence may be within any current authentic candidate materials where requirements are listed. Language describing the CBEST and CSET as primary ways of meeting the Basic Skills and Subject Matter Competency Requirements is misleading to candidates. Meeting these through degree or coursework is not considered a waiver. Please update and clarify the language in all materials surrounding these requirements. Also, please check to see that you have the most current list of degrees that satisfy subject matter for all credentials. Here is a link to recent changes: PSA 23-04 (ca.gov)	10/18/22 Resubmission Student Checklist - Updated to reflect SMR language Student Teaching Handbook - Updated to reflect SMR language and list of majors that meet the SMR requirements Subject Matter Verification Form BSR-41

Programs	All Met	Needs Additional Information	USU Response
		Feedback #4 NONE	11/28/23 Resubmission We were not given ANY feedback in this area and already updated our language to include the Basic Skills Requirement and Subject Matter Competency. We do have to list the CSET and CBEST exams, as both of them are ways to meet those requirements. So, you will see that language on the checklist. But, you will also see that they can request a verification form from their Advisor. We've included the BSR 41 and the SMR verification forms. We've included the list of degrees in the handbook. This is the exact submission as submission #3 because we did not receive feedback on what the issue was with our previous submission and feel that the language on these documents is clear to us and our students. Student Checklist - Updated to reflect SMR language Student Teaching Handbook - Updated to reflect SMR language and list of majors that meet the SMR requirements Subject Matter Verification Form BSR-41

		PC 6 Feedback #1: unable to access student checklists for MS or SS – permission required to access checklist for guiding them through requirements and also for the Office of Field Experience. Narrative evidence assumes CSET as requirement – this is not accurate. Program needs to update options for meeting subject matter and basic skills requirement. Please provide evidence that includes at least one of the following for each program: tracking materials, checklists, etc. The evidence should be clear about when in the program this occurs. Feedback #2 Language describing the CBEST and CSET as primary ways of meeting the Basic Skills and Subject Matter Competency Requirements is misleading to candidates. Meeting these through degree or coursework is not considered a waiver. Please update and clarify the language in all materials surrounding these requirements. Also, please check to see that you have the most current list of degrees that satisfy subject matter for all credentials. Here is a link to recent changes: PSA 23-04 (ca.gov)	**Pre-Condition 6** Revised 07/14/23 Students must prove Subject Matter Competency by completing the appropriate CSET exams or a completed CSET Waiver . The same is true for the CBEST, but the form is called BSR-41. In EDU 503, the first course in all teacher credentialing programs, students are given the Student Checklist, which explains requirements as they progress. They are also given the Student Teaching Placement Form, where they start to secure their placement and acknowledge the needed requirements. Revised 09/20/23 We have removed all references to "Waiver" in our student teaching handbook and all other materials. The BSR-41 will be *Verification of Basic Skills* and the CSET form will be *Verification of Subject Matter Competence.* Here are the updated documents: Verification of Basic Skills Verification of Subject Matter Competence ● Art ● Dance ● ELA ● Health Science ● Mathematics ● Multiple Subject ● Music

			• PE • Science • Social Science • Theatre • World Language 1 • World Language 2 • World Language 3 • World Language 4 • World Language 5 Student Checklist Student Teaching Placement Form Student Teaching Handbook – Documentation Policy
		Feedback #3 CSET is still listed as part of the student checklist. The CSET is just one way of meeting the Subject Matter Requirement (SMR). Reviewer unable to find any listing of the majors that meet SMR for Multiple Subject Credential.	**10/18/22 Resubmission** Student Checklist - Updated to reflect SMR language Student Teaching Handbook - Updated to reflect SMR language and list of majors that meet the SMR requirements Subject Matter Verification Form BSR-41

Programs	All Met	Needs Additional Information	USU Response
		Feedback #4 NONE	11/28/23 Resubmission We were not given ANY feedback in this area and already updated our language to include the Basic Skills Requirement and Subject Matter Requirements. We do have to list the CSET and CBEST exams, as they are ways to meet those requirements. So, you will see that language on the checklist. But, you will also see that they can request a verification form from their Advisor. We've included the BSR 41 and the SMR verification forms. We've included the list of degrees in the handbook. This is the exact submission as submission #3 because we did not receive feedback on the issue with our previous submission and feel that the language on these documents is clear to us and our students. Student Checklist - Updated to reflect SMR language Student Teaching Handbook - Updated to reflect SMR language and list of majors that meet the SMR requirements Subject Matter Verification Form BSR-41

Preliminary Multiple/Single Subject Intern		**Preliminary Multiple Subject Intern** **PC 2** Feedback #1 Please provide direct Link to admission requirements on program website, admission form/checklist, specific page in handbook, or other authentic program documentation that indicates that candidates must have demonstrated the subject matter competence requirement prior to being recommended for the intern credential. Feedback #2 Not met. Language describing the CSET as the primary way of meeting Subject Matter Competency Requirements may be misleading to candidates. Please provide evidence from authentic program documents and/or webpages describing the five Subject Matter Competency options currently available to candidates.	**Pre-Condition 2** Revised 07/14/23 The following authentic program documentation indicates that candidates must have demonstrated subject matter competency before being recommended for the intern credential: Admission requirements on program website Intern Application checklist Intern handbook (page 13 direct link) MOU Addendum A (Multiple Subjects) MOU Addendum B (Single Subjects) **Revised 09/20/23** We have removed all references to "Waiver" in our intern teaching handbook and all other materials. The BSR-41 will be *Verification of Basic Skills* and the CSET form will be *Verification of Subject Matter Competence.* We updated our handbook to reflect ALL options available to candidates. Here are the updated documents: Verification of Basic Skills Verification of Subject Matter Competence • Art • Dance • ELA • Health Science • Mathematics • Multiple Subject • Music

		Feedback #3 Could find evidence for this PC that includes: **"Option 2. Passage of a Commission-approved subject matter examination"** as a way to demonstrate Subject Matter Competency. Feedback #4 NONE	• PE • Science • Social Science • Theatre • World Language 1 • World Language 2 • World Language 3 • World Language 4 • World Language 5 Intern Student Checklist Intern Application Form Intern Handbook **10/18/22 Resubmission** Intern Checklist - Updated to reflect SMR language Subject Matter Verification Form BSR-41 11/28/23 - the exact language was highlighted in the previous submission. This resubmission is the same as the previous one. Intern Checklist - Updated to reflect SMR language Subject Matter Verification Form BSR-41

Programs	All Met	Needs Additional Information	USU Response
		PC 6 Feedback #1 Please provide Copy of MOU with district that states candidates in the internship program to assume the functions that are authorized by the regular standard credential **and** that the interns' services meet the instructional or service needs of the participating district(s). Feedback #2 Please provide access to Sample MOU. Feedback #3 Not Met: Could not find language that states, **"candidates in the internship program to assume the functions that are authorized by the regular standard credential and that the interns' services meet the instructional or service needs of the participating district(s)",** in the MOU provided as evidence for PC 6. Please provide a direct link to, or page or item where this language can be found in the MOU. Feedback #4 NONE	**Pre-Condition 6** Revised 07/14/23 Sample MOU Revised 09/20/23 Sample Intern MOU **10/18/22 Resubmission** Intern MOU - language is highlighted and bolded for ease of reference **11/28/23 Resubmission -** the same as the previous one because this language was highlighted. Intern MOU - language is highlighted and bolded for ease of reference

Programs	All Met	Needs Additional Information	USU Response
		Single Subject Intern Precondition 1- Feedback #1 The webpage linked and the screenshot provided do not match. Feedback #2 Not met. Update handbook/program materials to state the degree must be from a *regionally accredited institution*. This page includes the *regionally accredited institution* language, update program documents for consistency. Feedback #3: NONE Feedback #4: NONE	**Pre-Condition 1** Revised 07/14/23 Intern Handbook (Page 13) University Graduate Admission Requirements Revised 09/20/23 Handbook language has been updated to reflect "regionally accredited" language. Intern Handbook (Page 13) University Graduate Admission Requirements Submission #3 NONE 11/28/23 Resubmission This is the same submission that was sent in September, as this language was already added everywhere at that time. Handbook language has been updated to reflect "regionally accredited" language. Intern Handbook (Page 13) University Graduate Admission Requirements

Programs	All Met	Needs Additional Information	USU Response
		Precondition 6- Feedback #1 Statement of assurance is not sufficient. Provide copy of MOU with district that states candidates in the internship program to assume the functions that are authorized by the regular standard credential and that the interns' services meet the instructional or service needs of the participating district(s). Feedback #2 Not met. Provide MOU, link requires permission to access. Feedback #3: NONE Feedback #4: Not Yet Met: highlighted statement needs the clarifications for Subject Matter Competence in line with what I provided for Intern Precondition 2 above	**Pre-Condition 6** Revised 07/14/23 Sample MOU Revised 09/20/23 Sample Intern MOU Submission #3 NONE Revised 11/28/23 Intern MOU - language is highlighted and bolded for ease of reference
Bilingual Authorization	Met	Evidence has been provided.	