

Thank you for your interest in SJSU's PK-3 Credential Program. Please visit [SJSU's PK-3 ECE Specialist Instruction Credential program](#) website! This program received approval on May 2, 2024 by the Committee on Accreditation from the California Commission on Teaching Credentialing (CTC).

The [CalState Apply](#) application window for PK-3 is currently closed.

Please see answers to common questions below. Sign up for program updates [using this link](#).

Page updated: 5/2/25

PK-3 Credential and MAT Pathways at San José State University

Frequently Asked Questions (FAQ)

Q: Can you share more information about the program?

A: The PK-3 Credential program at SJSU is here to advance your career in early education in public elementary schools.

SJSU PK-3 Program Vision: PK-3 Credentialed Teachers are transformative educators who use their knowledge of human development and developmentally appropriate practice, partner with families, and engage with communities to respond to the holistic learning needs of preschool-aged through third grade students. These teachers make child-centered pedagogical choices guided by theory and research, and leverage cultural wealth to empower students in order to create equitable and inclusive learning environments for all students.

The main program [requirements](#) include coursework and fieldwork. [Courses](#) are typically held in the evening, in-person at SJSU. Candidates are supported through a series of [fieldwork and student teaching experiences](#) in PK/TK and K-3rd grade settings.

If you already have a Bachelor's degree, you can earn your PK-3 Credential at SJSU in three semesters. If you are a Bachelor's degree student in SJSU's Child and Adolescent Development - Early Childhood track, an accelerated pathway is available to earn your credential and Master's Degree in one additional year.

Q: Are the classes online or in person?

A: This is an **in-person program**. Classes are held on SJSU's campus, with some sessions being online/hybrid. During the fall and spring semesters, classes start at 4pm or later on weekday evenings. During the (optional) summer session, classes are held over fewer weeks and include daytime sessions.

Q: How do I apply for the PK-3 Credential program?

A. Prospective applicants are invited to attend an [upcoming PK-3 Credential information session, via Zoom](#). Once you have attended an information session, feel free to reach out to **LCOE Teacher Admissions** for follow-up questions about the PK-3 Credential application process:

- Email: luriecollege-teacheradmissions@sjsu.edu
- Phone: 408-924-2300
- Drop-in Hours: Tues | 11-12pm (In-Person/SH 219), 12-1pm ([Virtual/Zoom](#))
- [Schedule an Individual Appointment](#)

Q: When will PK-3 Credential applications be accepted? Updated 5/8/25

A. Upcoming [Domestic](#) and [International](#) deadlines for CalState applications will be posted on an ongoing basis. PK-3 application requirements can be found on the [Requirements](#) page of the PK-3 website.

Q: Do I need to take the CBEST, CSET, GRE, or GMAT tests to apply?

A: These tests are not required in order to apply for the PK-3 Credential Program. A Bachelor's degree (2.5+ minimum GPA) and [subject matter competence](#) (SMC) are required for this program.

Q: What if I do not meet the [subject matter competency requirement](#)? Updated 3/26/25

A: If you do not have a BA degree in one of the listed fields and you have completed less than 12 semester units of coursework in early childhood education and/or child development, we recommend enrolling in such courses either through SJSU's [Open University Program](#) or at [a community college](#). We do not recommend taking courses at university extension schools, as the courses may not meet the requirement of being degree-applicable. There is no exam option to demonstrate subject matter competency for the PK-3 Credential. Applicants who have completed at least 12 units of coursework can still apply to SJSU's program and may be conditionally admitted; these candidates will need to complete the 24 units prior to entering second semester fieldwork (either at SJSU or at a community college). If you pursue coursework at SJSU, we generally recommend the following courses (3 units each):

- [CHAD 60 - Child Development](#)
- [CHAD 152 - Foundations for Early Childhood Curriculum](#)
- [CHAD 164 - Contemporary Parenting](#)
- [CHAD 150 - Development of Language and Communicative Competence](#)
- [CHAD 161 - Administration of Early Childhood Programs](#)
- [CHAD 170 - Cognitive Development in Context](#)
- [CHAD 173 - Critical Issues in Infant/Toddler Development](#)

This chart can be used to convert between semester and quarter units. For example, 24 semester units is equal to 36 quarter units; 3 semester units is equal to 4.5 quarter units.

Semester Unit	Quarter Unit	Semester Unit	Quarter Unit
1	1.5	13	19.5
2	3	14	21
3	4.5	15	22.5
4	6	16	24
5	7.5	17	25.5
6	9	18	27
7	10.5	19	28.5
8	12	20	30
9	13.5	21	31.5
10	15	22	33
11	16.5	23	34.5
12	18	24	36

Q: What if I completed my BA Degree outside of the United States?

A: See the [PK-3 Credential Admission Requirements](#) for information about foreign transcript evaluation and TOEFL scores. Transcript evaluations need to satisfy both SJSU and CTC requirements. The [SJSU Credential Services Office](#) recommends using [WES \(World Education Services\)](#) for your evaluation since it is accepted by both CTC and SJSU's GAPE office.

- This [SJSU webpage](#) (scroll down to step 5) provides information about SJSU's requirements. Currently, in addition to [WES \(World Education Services\)](#), "Due to the current global health pandemic, [SJSU GAPE has] also approved the use of [Academic Credentials Evaluation Institute, Inc. \(ACEI\)](#) and [Educational Credential Evaluators \(ECE\)](#) for an evaluation of international coursework for applicants at this time." Therefore, WES, ACEI, and ECE are currently accepted by both SJSU and CTC.
- **Request a transcript evaluation (from WES, or from ACEI or ECE) as soon as possible. Do not wait until you submit your CalState application.**
 - View [illustrated instructions on how to send documents through WES \[pdf\]](#).
 - If you are using courses from your international degree to meet the [subject matter competency requirement](#), you can request a course-by-course evaluation as part of your overall transcript evaluation.
- If you previously had your international transcript evaluated, contact [GAPE](#) as soon as possible to determine your next steps.
- Plan to take the [TOEFL \(or equivalent\) test](#) (see step 6) and submit your scores to SJSU as soon as possible.

Q: Where, when, and how do I submit my official transcripts?

A: The answer to this question depends on where you earned your degree, and whether you have ever applied to or attended SJSU.

International degree: See [above](#). **Request a transcript evaluation (preferably from WES, or from ACEI or ECE) as soon as possible. Do not wait until you submit your CalState application.**

US/Canada degree: Submit your official transcript **right after you submit your CalState application**. Go to your college/university's transcripts/records websites to find out how to request an official transcript.

- Electronic delivery of transcripts is preferred. If your university requires an email address to send an official, electronic transcript, the recipient address is: etranscript@sjsu.edu
- Transcripts sent by mail should be sent to:
Graduate Admissions and Program Evaluations
San Jose State University
One Washington Square
San Jose, CA 95192-0017

All mailed transcripts must be sealed and unopened to be accepted as official documents.

Transcripts for Community College / Individual courses outside of SJSU

Submit **official** transcripts from all colleges and universities (aside from SJSU transcripts) to SJSU following these guidelines:

- Submit official transcripts for any courses you took after earning your BA.
- Submit official transcripts for any courses that you are using for your PK-3 application:
 - If you are using Option 2 for the [subject matter competency requirement](#), submit official transcripts that include the courses being used to meet the requirement.
 - If you plan to apply for PK/TK student teaching equivalency using a preschool practicum course, include the official transcript that documents that course.

SJSU degrees/courses:

You do not need to ask SJSU to send your SJSU transcripts to SJSU. Here are some other scenarios that might come up:

- If you previously applied to SJSU, but did not enroll: SJSU holds the official non-SJSU transcripts that were part of your application for one year. Contact GAPE for further information.
- If you transferred into SJSU from community college, SJSU **may** still have your community college transcripts. Contact GAPE for further information.

Q: How do I contact SJSU's Graduate Admissions (GAPE) department? (updated 8/29/24)

A: Transcript questions? Contact Graduate Admissions

Applicant questions regarding transcript status, procedures, and SJSU graduate requirements contact GAPE by:

- Email: grad-admissions@sjsu.edu
- Phone: 408-283-7500 (press 2): Monday to Friday 9:00 a.m. - 4:00 p.m PST
- Live Chat: <https://www.sjsu.edu/admissions/graduate/want-to-apply/index.php> (icon at the bottom right corner) Monday to Thursday, 2 - 4:00 pm PST
- [Drop in application support sessions](#), via Zoom and in-person at the Student Services Center (SSC)

Q: I already hold a valid Multiple Subjects Credential in California and I meet the Subject Matter Requirements for the PK-3 Credential. What do I need to do to get a PK-3 Credential?

A: Individuals who already hold a valid Multiple Subject Teaching Credential with an English Learner Authorization and meet the PK-3 Subject Matter Requirement [may apply directly for a PK-3 credential through CTC](#).

Q: Can I continue working full time while pursuing my credential? Updated 11/18/24

A: Earning a teaching credential (with or without a Master's degree) is a considerable commitment of time and effort. In addition to taking classes, each of the three semesters includes fieldwork/student teaching during typical school hours. These requirements begin in semester 1 (30 hours of early fieldwork) and become more time intensive in semesters 2 and 3 (200+ and 400+ hours, respectively). See the PK-3 program website for [student teaching requirements and options for applying for equivalency](#) for **some** of these hours **for semester 2 and 3**, based on prior experiences.

Teaching credentials can be earned within Intern programs, during which the candidate works as the teacher of record in a qualifying setting while earning the credential. **The PK-3 Intern Program pathway is now available!** Candidates in the PK-3 Credential program have the option to apply for the Intern pathway to meet semester 2 and/or 3 student teaching requirements. ***The PK-3 website will be updated soon with more information.***

Q: What is the difference between the Multiple Subjects and the PK-3 Credential programs at SJSU? (Updated 11/18/24)

A: There is some overlap between these credentials, as both authorize the holder to teach in early elementary grades in public schools. We have prepared this chart to display key distinctions between the [MS and PK-3 credential programs](#) at SJSU.

Q: How do I apply for a Certificate of Clearance? (updated 3/7/2025)

This [step-by-step video](#) provides an overview of applying for the Certificate of Clearance

Instructions (3 steps) on how to obtain the Certificate of Clearance (CoC):

Step 1 – Live Scan Service

1. Make an appointment for Live Scan Service (Live Scan Service Locations (*prices may vary*): <https://oag.ca.gov/fingerprints/locations>)
2. Print three copies of [Livescan 41-LS form](#) and take with you to the Live Scan appointment.

Step 2 – Certificate of Clearance Application via CCTC

1. After Live Scan is done, complete the online application for the CoC via the CCTC website: <https://www.ctc.ca.gov/credentials/apply>.
2. The fee for a CoC is payable by credit card only.
3. Immediately following the successful submission of the online application, an email will be sent containing a confirmation number and a link to the Track Payment web page.
4. Once the CoC application is submitted, the system will search for your LIVESCAN electronic fingerprints, which is sent electronically to CCTC by the Live Scan Service.
5. When requirements for issuance of the CoC are completed an email will be sent informing the individual that the document has been granted and can be viewed in 48 hours on the [Look up and Status page](#) or [here](#).

Step 3 - Download a copy of the Certificate (or, the email with the current status of your application) for your application.