

The table below contains information on renewal codes that may be required by your credential as determined by the California Commission on Teacher Credentialing (CTC). For information on how to check your credential to see what your renewal codes are, see [here](#).

Requirement Code	What does it mean?	How do I meet it?
CA2X or CA3X - This two-year/three-year extension is to allow the holder additional time to meet the requirements for a clear credential. To meet the requirements for a clear credential, the holder must complete a Commission-approved induction program and all other renewal requirements listed on the document (as applicable).	You have a credential extension in order to complete your renewal requirements.	See information on each of your other renewal codes.
CPR -The holder must verify completion of training in cardiopulmonary resuscitation (CPR) which included infant, child, and adult CPR skills	If you have not already completed this requirement through your credentialing program, you will be required to prove your competency in CPR skills (<i>must include infant, child, and adult</i>)	Red Cross You'll need a copy of both sides of a CPR card or a certificate verifying online completion of a qualified CPR course (<i>must include infant, child, and adult</i>)
DA1 - "This document has been issued on the basis of an appeal to allow the holder up to one additional year during which to complete all of the requirements listed."	You have a credential extension in order to complete your renewal requirements.	See information on each of your other renewal codes.
DG - To renew this credential, the holder must complete two years of successful teaching, an approved program of personalized preparation, U.S. Constitution, Health Education, Computer Technology, and must receive the recommendation of a Commission-approved Career Technical Education (CTE) program sponsor.		Complete all of the following: <ul style="list-style-type: none"> • Two years of successful teaching experience. • A Commission approved Career Technical Education program that includes the US Constitution, Health Education, and Computer Technology requirements.
PRO - The holder must satisfy the professional level requirement by completing a Commission-approved Induction Program	You will need to complete Induction, typically a 2-year process, involving goal setting and weekly one-on-one coaching.	OUSD offers a free Induction Program . Sign up by submitting the coach request form from OUSD's New Teacher Support and Development team. You may also contact New Teacher Support at newteachersupport@ousd.org .
R14I - This credential may not be renewed. To qualify for the clear credential, the holder of this document must complete a Commission-approved Induction program including	You will need to complete Induction, typically a 2-year process, involving goal setting and weekly one-on-one coaching.	OUSD offers a free Induction Program . Sign up by submitting the coach request form from OUSD's New Teacher Support and Development team. You may also

Verification of Completion by the program sponsor.		contact New Teacher Support at newteachersupport@ousd.org .
R19N - This preliminary credential may not be renewed. To continue to serve in a position authorized by this credential, the holder must obtain the recommendation from a Commission-approved Clear Education Specialist Credential Induction program sponsor.	You will need to complete Induction, typically a 2-year process, involving goal setting and weekly one-on-one coaching.	OUSD offers a free Induction Program . Sign up by submitting the coach request form from OUSD's New Teacher Support and Development team. You may also contact New Teacher Support at newteachersupport@ousd.org .
RC - The holder must satisfy the Basic Skills Requirement within one year of the issuance date of this document in order to be eligible to continue teaching	<p>If you were in a credential program under the Covid-19 Executive Orders, or you are an Out of State Transfer teacher, you may have the Basic Skills requirement on your credential*</p> <p>*There may be other reasons why someone has this requirement not outlined here.</p>	<p>There are several ways to meet the Basic Skills Requirement, including coursework, various examinations, or a combination of the two. You may refer to the CTC site for information on these options and then contact credentials@ousd.org for evaluation of your transcripts and/or exam scores to determine if you have met this requirement.</p> <p>See also:</p> <ul style="list-style-type: none"> - OUSD test prep support - Teachers Test Prep free CBEST study guide and practice tests - Laney College courses that meet Basic Skills
READ - The holder must complete developing English Language skills, including reading requirement	When transferring a credential from out of the country, the CTC will often include this requirement to demonstrate knowledge of developing English language skills. This includes the study of research-based phonemic awareness, spelling patterns, early intervention techniques, ongoing diagnostic techniques, and a strong literature, language, and comprehension.	<p>Approved Course: UC San Diego Extension (Official transcript required)</p> <p>RICA Exam (for multiple subjects credentials only) <i>Note: Only offered through June 30, 2025. All subtests must be passed in order to meet the READ requirement via this method.</i></p> <p>See also:</p> <ul style="list-style-type: none"> - OUSD test prep support - Teachers Test Prep free RICA study guide and practice tests
REL - The holder must earn a California English Learner (EL) authorization	If you were credentialed in a different state, and/or are the holder of a Single Subject preliminary credential, you may be required to prove competency in teaching English Learners	<p>The CTC accepts the following pathways to EL authorization if you have been assigned the REL renewal code:</p> <ul style="list-style-type: none"> - <i>Exam:</i> CTEL Exam (all 3 subtests) - <i>Coursework:</i> CTEL Program; many institutions offer programs, here are a few: <ul style="list-style-type: none"> - UCLA Extension

		<ul style="list-style-type: none"> - UCSD Extension - UMASS Global, (possible subsidized tuition - sign up for info session here). - University of Phoenix - Combination: 1 or 2 CTEL subtests and coursework that meets the requirements for the other subtest(s). (If you wish to pursue this option, we recommend you consult with the CTEL Program.) <p>If you complete the CTEL exam, you or OUSD* would submit your official score report to the CTC. If you complete a CTEL Program, that program would submit the CLAD certificate recommendation directly to the CTC.</p> <p><i>* OUSD would be able to submit your CTEL scores to the CTC if you also complete the OUSD Induction Program as one of your renewal requirements. If you do NOT have Induction as one of your renewal requirements, you would submit the CTEL scores directly to the CTC.</i></p>
<p>RICA - Per Executive Order, the credential holder must complete the Reading Instruction Competence Assessment (RICA) prior to issuance of the clear credential.</p> <p><i>Note: Candidates who have attempted the RICA but have not passed <u>all three subtests</u> by the June 30, 2025 final offering will need to pass a new literacy performance assessment, or TPA, based on new literacy standards and Teaching Performance Expectations. We strongly encourage you to attempt the RICA exam in fall 2024 to allow for at least one retake opportunity, if needed, in spring 2025.</i></p>	<p>If you were in a credential program under the Covid-19 Executive Orders, you may have had your RICA requirement deferred from your preliminary credential requirements to your clear credential requirements.</p>	<p>RICA Exam</p> <p>See also:</p> <ul style="list-style-type: none"> - OUSD test prep support - Teachers Test Prep free RICA study guide and practice tests - San Diego COE with Point Loma Nazarene University offers a free RICA prep course for candidates who have not passed the RICA.
<p>RSGN - The holder must complete a Commission-approved special education induction program and obtain formal recommendation from the program sponsor.</p>	<p>You will need to complete Induction, typically a 2-year process, involving goal setting and weekly one-on-one coaching.</p>	<p>OUSD offers a free Induction Program. Sign up by submitting the coach request form from OUSD's New Teacher Support and Development team. You may also contact New Teacher Support at newteachersupport@ousd.org.</p>
<p>RSMC - The holder must complete the Subject Matter Competence requirement</p>	<p>If you have not met this through your credentialing program, you will be required to demonstrate competence in the subject matter you will be authorized to teach, which most often means taking the CSET in the</p>	<p>For the subject matter requirement the CTC accepts:</p> <ul style="list-style-type: none"> • Degree major that matches the credential sought (see here) • CSET Exams <ul style="list-style-type: none"> ○ <i>It is typically recommended to register and</i>

	specific content area you are earning your credential in.	<p><i>take CSETs if your degree major is not an exact match to the credential you are seeking</i></p> <ul style="list-style-type: none"> • Completion of a CTC approved Subject Matter Prep program (be sure to click on “Subject Matter Preparation Programs”). • Completion of coursework at one or more accredited higher ed institutions that addresses each of the subject matter domains. <p>Note: If you are pursuing a single subject credential, and you believe you have met part or all of the subject matter competence requirement via coursework (but your degree does not exactly match the credential sought), you can request a transcript analysis through CSULB (scroll down and click on “Non-CSULB Students Seeking Subject Matter Waiver Evaluation”).</p> <p>See also:</p> <ul style="list-style-type: none"> - OUSD test prep support - Teachers Test Prep free CSET study guides and practice tests
TPA - Per Executive Order, the credential holder must complete the Commission-approved Teacher Performance Assessment (TPA) prior to issuance of the clear credential.	If you were issued your preliminary credential under the Covid-19 Executive Orders before completing the TPA, you are now exempt from this requirement.	No action needed
US -The holder must complete the U.S. Constitution requirement	If you have not met this requirement through your credentialing program, or you are a teacher new to the United States, California law requires that all teachers pass a course in the U.S. Constitution before being issued a credential. This requirement can be fulfilled by taking an approved college level course or by passing an approved exam	<p>To meet this requirement CTC accepts</p> <ul style="list-style-type: none"> • Notre Dame De Namur University • UC San Diego Extension <p>See also US Constitution Test Preparation Study Guide</p>

Note #1: See common renewal requirements [here](#) for multiple subject credentials, [here](#) for single subject credentials, and [here](#) for CTE credentials.

Note #2: For common renewal requirements for Ed Specialist credentials, please see [here](#) and [here](#), including information on these additional codes - **COMP, HEAL, NSEE, NSEP, R19M, RS2, RSG** (Note: RSG is no longer required).

Note #3: Teachers who do NOT have Induction as one of their renewal requirements (i.e., PRO, R14I, R19N, RSGN) will ultimately need to apply directly to the CTC for their clear credential once they have met all requirements, providing the CTC with any necessary documentation. For support with this process, contact the CTC via [this page](#) on their website.