

POST BACCALAUREATES APPLYING FOR FULL CREDENTIAL STATUS FOR THE FALL SEMESTER

This application is for conditionally admitted Phase I students ready to advance to Phase II Student Teaching. Phase II of the credential program begins in the fall semester of each academic year.

2025-2026 Academic Year	Fall 2025 Admission
Application Open	January 31, 2025
Application Deadline	April 3, 2025

Incomplete applications will not be processed.

Questions?

- Visit our [School of Education Administration](#) for contact information.
- [FAQ- Frequently Asked Questions](#)

All requirements must be submitted via the application deadline.*Requirements may be updated to reflect the most current application cycle.

❖ **Phase I Admission**

- ❑ This application is for conditionally admitted Phase I students ready to advance to Phase II- Student Teaching.
 - If you are not a conditionally admitted Phase I student, please refer to the [Credential Pathways](#) document.

❖ **Student Teaching Application**

- ❑ Apply via the program link (this will be provided to eligible candidates via email).

❖ **Coursework**

- ❑ **US Constitution Requirement-** Upload proof of meeting this requirement.
 - **If met by Coursework or AP credit:** upload unofficial transcript highlighting you have met this requirement
 - **If met via examination:** upload certificate of completion.
 - More information on this requirement can be found at: [U.S. Constitution Requirement](#)

- ❑ **Credential Prerequisite Courses (17 units)**- Must be completed or in progress at the time of application; All [prerequisites](#) must be completed with a C or better prior to enrolling in Phase II of the program. All prerequisite courses must be taken within 7 years of credential program application.

- **Bilingual Authorization Candidates** are required to complete an additional 9 units of prerequisites.

❖ **45 Hours of Field Experience**

- **No upload required.** Fieldwork experience can be met by successful completion of 45 hours of pre-service (supervised participatory observation) in either EDMS 422 or EDMS 424 (or equivalent).

❖ **Credential Program Interview**

- ❑ Guidance on the interview requirement will be provided during the application review process.

❖ **Advising session verification**

- All applicants must upload verification of attending an individual advising appointment with a credential counselor. Verification letters will be emailed to individuals once an advising session has been completed. This document is required as part of the application process.
 - Select “Program Materials”, then the “Documents” Tab
 - Upload verification using the “other”

❖ **Subject Matter Competency Requirement**

The CTC provides more information on [how to satisfy this requirement](#).

The Subject Matter Requirement can be met by one of the following:

- ❑ **Passing CSET exam scores:** Upload passing CSET score reports. Information about CSET Exams can be found on the [CTC website](#).
- ❑ **Qualifying Degree:** Upload transcript showing the SMR has been [met via qualifying degree/major](#).
- ❑ **Coursework Evaluation:** Upload complete SMR Coursework evaluation. Coursework must be aligned with all [Domains in Subject Matter Requirements](#) related to your credential areas. Contact your Credential Counselor for a coursework evaluation template relevant to your credential area.
- ❑ **Completion of Subject Matter Program:** Upload Signed Subject Matter Program Waiver or transcript.

Bilingual Authorization (BLA) Candidates are required to meet the Spanish Language Subject Matter Requirement. Please upload the following:

- [CSET Spanish III](#) passing score report

❖ **Basic Skills Requirement (BSR)**

The Basic Skills Requirement (BSR) must be met by the application deadline. The CTC provides more information on [how to satisfy the BSR](#).

- If you already submitted proof of meeting the BSR when applying to Phase I, no further action is required.
- If you have not already submitted proof of meeting the BSR, you will be required to upload proof with your Phase II application. Contact your credential counselor for details.

❖ **One Letter of Recommendation**

Certain applicants may be required to provide a letter of recommendation from their EDMS 422 or EDSS 424 instructor. Candidates who have not completed or are in progress to complete the course will be required to request a letter from someone who has supervised their work with children.

Applicants will be contacted by the School of Education only if a letter is required.

As a courtesy, please allow a minimum of 2 weeks for your recommenders to complete and submit their recommendation to credential.assistant@csuci.edu

Please note: If required, it is the sole responsibility of the applicant to contact the recommender directly to ensure the required recommendation is received by April 3, 2025.

❖ **Education Specialist Intern Applicants:** Candidates seeking admission to the internship pathway must hold a baccalaureate degree or higher from a regionally accredited institution of higher education.

- The intern option is currently unavailable. When this program is offered, it is intended for applicants pursuing the Education Specialist credential program only (not the dual credential).
- Please contact the [Education Specialist Credential Counselor](#) for more information.