

**MEETING THE BASIC SKILLS REQUIREMENT (BSR) BY COURSEWORK OR
COMBINATION OF COURSEWORK AND QUALIFYING EXAMS**

INFORMATION AND DIRECTIONS

Effective July 9, 2021 the [Basic Skills Requirement \(BSR\)](#) can be satisfied with coursework in Reading, Mathematics, and Composition. Additionally, a combination of qualifying exams and coursework may also be used. For example, you have met the BSR if you completed qualifying coursework in math and have passing CBEST scores on reading and writing.

DIRECTIONS:

1. Using the Evidence of Basic Skills Requirement form (see page 3), complete all personal information
2. Complete the information for Option A or Option B, not both
 - a. Option A: Coursework only
 - b. Option B: Combination of qualifying exams and coursework
3. Submit the Evidence of Basic Skills Requirement form and supporting documents with your credential application. Supporting documents include transcripts, course descriptions, test scores and/or letters from department chair.

MEETING BSR WITH COURSEWORK ONLY

1. On the form, identify a course for each area that includes the content as noted below (1.d), include the grade received and the name of the institution where the course was completed. Only courses that meet the following conditions should be included:
 - a. Courses must have been passed with a grade of B- or better (“pass” or “credit” is also acceptable)
 - b. Courses must have been taken at a regionally-accredited college or university
 - c. Courses must provide 3 semester units or 4 quarter units
 - d. Courses be degree applicable (remedial coursework will not be considered)
 - a. For reading proficiency: a course in critical thinking, literature, philosophy, reading, rhetoric, or textual analysis.
 - b. For writing proficiency: a course in composition, English, rhetoric, written communication, or writing.
 - c. For mathematics proficiency: a course in algebra, geometry, mathematics, quantitative reasoning, or statistics.
 - e. If taken at a college or university outside of the United States, the courses must be English based courses and must be deemed as equivalent to coursework taken at a regionally-accredited college or university in the United States. Foreign-prepared educators must obtain an evaluation of their transcripts through a [Commission-approved Foreign Transcript Evaluating Agency](#).

The following coursework is NOT acceptable:

- Professional development or continuing education units
- Inservice training or workshops
- Non-credit bearing courses

- Courses where credits do not apply toward the requirements for a degree (remedial coursework)

A course that does not fall within the indicated areas above may still qualify with an additional letter of explanation. If you believe that you have a course that qualifies that is not currently listed on this document, please request a letter from the relevant department chair of the college or university with the appropriate course description and/or syllabus. Letter must state that the course included the content listed above for the appropriate subject (reading, writing or math).

2. **Course Descriptions:** Attach course descriptions or hyperlinks to the descriptions from the college or university catalog. **Course descriptions are not required for CSUF courses or courses that are already articulated to CSUF courses.**

Approved Courses

CSU and Community Colleges: Courses that were used to meet your general education requirements in written composition, critical thinking, and quantitative reasoning/math (typically areas A2, A3 and B4 of the general education plan). Both lower and upper division courses can be used as long as the course descriptions clearly meet the areas outlined above. Courses from community colleges can be found using assist.org.

Currently approved CSUF Courses:

Reading Proficiency: AMST 201, AMST 401T, CNSM 101, ENGL 300, ENGL 316, GEOG 400A, HIST 200, HONR 101A, HCOM 235, MATH 280, MATH 380, PHIL 105, PHIL 106, PSYC 110, READ 290

Writing Proficiency: AMST 350, AMST 401T, ART 300, CAS 300, COMD 300, DANC 325, ESE 100, ENGL 100, ENGL 101, ENGL 301, ENGL 302, ENGL 307, GEOG 400A, HIST 200, HIST 300B, LBST 301, MATH 380, SOCI 308

Mathematics Proficiency: any Math course 100 or higher, HONR 301, PSYC 201, PSYC 300, PUBH 349, SOCI 303

If a B- or higher is not earned in these courses, you may use other coursework to meet BSR. If the course meets the criteria included above, you should provide the information on the evidence form for that course.

MEETING BSR WITH A COMBINATION OF EXAMS AND COURSEWORK

The Basic Skills Requirement can be met through a combination of applicable courses (as described above) and qualifying exams. Please review the [Guidance Chart for Mixing BSR Options](#) for all acceptable qualifying exams and the minimum scores required for each. If you met the BSR requirement with exams only, you are not required to complete the Evidence of Basic Skills Requirement form. You just need to submit a copy of the qualifying exam scores.

1. Submit the official document that verifies your passing test score(s) (CBEST, AP Exams, SAT or ACT, EAP, or CSET Multiple Subject).
2. For the areas for which you are using coursework, please follow the directions above.

If you have any questions or need assistance completing the form, please contact your program admission advisor or the Center for Careers in Teaching at askcct@fullerton.edu or 657-278-7130.

EVIDENCE OF BASIC SKILLS REQUIREMENT

Please submit this document and official transcripts and/or exam score reports with your credential application packet.

APPLICANT NAME:

FIRST	MIDDLE	LAST

APPLICANT CAMPUS WIDE ID:

COMPLETE ONE OF THE SECTIONS BELOW

OPTION A

I completed the following coursework to meet the Basic Skills Requirement:

Reading:

COURSE NAME	INSTITUTION	GRADE

Writing:

COURSE NAME	INSTITUTION	GRADE

Mathematics:

COURSE NAME	INSTITUTION	GRADE

OPTION B

I completed a combination of the following options to meet the Basic Skills Requirement:

Reading:

COURSE NAME	INSTITUTION	GRADE

Writing:

COURSE NAME	INSTITUTION	GRADE

Mathematics:

COURSE NAME	INSTITUTION	GRADE

Examination:

EXAM COMPLETED	DATE COMPLETED	SCORE

EXAM COMPLETED	DATE COMPLETED	SCORE

EXAM COMPLETED	DATE COMPLETED	SCORE

OFFICE USE ONLY – Credential Analysts must certify below.

STUDENT SSN: _____

This is to certify that the individual identified above has provided official evidence of completing the California Basic Skills Requirement.

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____