



Education Specialist Clear Credential Program Checklist

- **To be eligible for this program:**
- **You must hold a Level I or Preliminary Education Specialist Credential.**
- **You must be employed as a full-time teacher when you take SPED 533.**

- **Deadlines:** Fall- August 15th
 Spring- January 15th

Step 1: Gather Application Materials

Student Check Box	Application Materials
<input type="checkbox"/>	Department Application (http://ed.fullerton.edu/sped/resources/pdfs/application-clear-credential.pdf). Submit to the email address below.
<input type="checkbox"/>	Copy of Level I <u>or</u> Preliminary Education Specialist Credential. Submit to the email address below.
<input type="checkbox"/>	Current CPR Card- (<i>only for Level I holders</i>)- Must include (Infant, Child & Adult), both sides copied & signed, no on-line courses accepted. Submit to the email address below.
<input type="checkbox"/>	Unofficial Transcripts- (<i>only for out of state/out of country students</i>)- Submit unofficial transcripts from all community colleges and universities to the email address below.

Step 2: Submit Documents

All application materials must be emailed to Lisa Alexander at lalexander@fullerton.edu by the program deadline.

Step 3: Register for Classes

To register for classes, please choose **ONE** of the following options; apply to the university **OR** apply to Extended Ed.

1. **Apply to the University-** You can apply to Extended Ed online through their website: www.calstate.edu/apply. There will be a \$55 application fee and you will need to submit official transcripts from **all** colleges and universities to Admissions & Records.
*Fall deadline: **May 31st**; Spring deadline: **November 1st**.* Once admitted to the university, students will register for courses online through their student portal.

2. **Apply to Extended Ed-** You can apply to Extended Ed online through their website: <http://extension.fullerton.edu/professionaldevelopment/edspecialist>. If you have questions regarding the application process, please contact the Extended Ed office directly at (657) 278-2611. *Fall deadline: **August 15th**; Spring deadline: **January 15th**.*
Please note: Students must apply to Extended Ed each semester they plan to enroll in courses.