

## Single Subject Credential Program Application Checklist

Programs that Begin in Fall and Spring	Programs that Begin in Fall Only
<ul style="list-style-type: none"> <li>• English</li> <li>• Mathematics</li> <li>• Social Science</li> </ul>	<ul style="list-style-type: none"> <li>• Art</li> <li>• Foundational Level Mathematics</li> <li>• Music</li> <li>• Physical Education</li> <li>• Science (Foundational Level General Science, Biology, Geoscience, Chemistry, or Physics)</li> <li>• Theatre</li> <li>• World Languages (Arabic, Chinese, French, German, Japanese, Spanish, Korean, Mandarin, Vietnamese, or English Language Development)</li> </ul>

Before applying to the program, you must attend a credential program **Overview** session. Please refer to our [SSCP admissions website](#) for a calendar of upcoming meetings and the Zoom link.

### PRIORITY APPLICATION DEADLINES

<b>Spring 2027</b> Program:	<u>Application opens</u> on July 1, 2026 <b>1<sup>st</sup> Deadline:</b> September 15, 2026 <b>2<sup>nd</sup> Deadline:</b> October 15, 2026
<b>Fall 2027</b> Program:	<u>Application opens</u> on August 1, 2026; submission begins October 1, 2026 <b>1<sup>st</sup> Deadline:</b> November 15, 2026 <b>2<sup>nd</sup> Deadline:</b> February 15, 2027

It is recommended that you submit your application by the first priority deadline, if possible. You may submit an application after the final priority deadline. However, admission decisions will be prioritized for those who submit by the stated priority deadlines. Applications submitted after the second priority deadline will be waitlisted and reviewed if space is available.

To be eligible for admission, **ALL admission requirements** must be met as described in the application checklist.

Submit **ALL** items online via [Cal State Apply](#).

We accept complete applications on a first-come, first-served basis.

### Please read all requirements carefully.

If you have any questions regarding this process prior to submitting an application, please email [EDSCAdmissions@fullerton.edu](mailto:EDSCAdmissions@fullerton.edu) or call (657) 278-5591.

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### Prerequisite Coursework:

#### **EDSC 310, 320, 330 and 340:**

There are four courses specific to secondary education that must be completed prior to entering the program: EDSC 310, 320, 330, and 340. Prerequisite courses must be taken within 7 years prior to admittance to the program. You may be in progress with these courses at the time of application submission. It is strongly recommended that you also take EDSC 304 and 410 before starting the program, but it is not mandatory. If not taken prior to the start of your program, EDSC 410 must be taken in the first semester, and EDSC 304 must be completed by the end of second semester.

- You must earn a C- or higher in each EDSC prerequisite course. A grade of B- or higher is required for EDSC 410.
- If applicable, approved EDSC equivalency petitions for prerequisite coursework can be uploaded under “Other” in the Cal State Apply application. **Petitions must be approved prior to submitting application and must show the approved decision on uploaded form.** The petition form can be found on our [SSCP admissions website](#).

#### **Ethnic Studies Course:**

Applicants are required to take and pass an approved Ethnic Studies Course prior to admission into the program. The course must have been taken within the past 10 years and completed with a C- or better. View the lists of approved courses on our [Ethnic Studies Requirement for Credential Programs website](#). Approved courses can be in progress at the time of application.

- If applicable, approved Ethnic Studies equivalency petitions can be uploaded under “Other” in the Cal State Apply application. **Petitions must be approved prior to submitting application and must show the approved decision on uploaded form.**

#### **U.S. Constitution Course:**

Complete a course (two-semester units or three-quarter units) in the provisions and principles of the U.S. Constitution or pass an equivalent examination given by a regionally accredited college or university. Certain political science or early U.S. history courses may qualify. The CSU system requires such a course as part of its graduation requirement, so if you graduated from a CSU, you may have met the requirement if you earned a grade of C or better in the course (at CSUF, the equivalent course is POSC 100). Upload transcripts showing course or exam results to your Cal State Apply application.

### Accredited Degree:

Complete a baccalaureate or higher degree, except in Professional Education, from a regionally accredited college or university. Ensure your BA or BS degree is from a regionally accredited university by the CTC. The university must be accredited during the years in which you earned your degree.

- Step 1: Check your college/university accreditation status here: [DAPIP Homepage](#)
- Step 2: Check to see if the CTC accepts this accrediting body here: [CTC Regional Accreditation Information](#)

- If you graduated from a CSU or UC, then you have met this accreditation requirement.

**\*Note:** For degrees completed outside of the U.S., please review the guidelines regarding [CTC Foreign Transcript Evaluations \(CL-635\)](#). If applicable, upload a copy of the official transcript evaluation from a CTC-approved agency to your application.

**\*Note:** For those who graduated outside of CSUF, you must [submit official transcripts](#) from all universities/colleges you have attended directly to the [Office of Admissions](#) after you have submitted your Cal State Apply application.

**\*Note:** If your bachelor's degree is in progress at the time of application, a copy of an official transcript reflecting conferral of your degree must be sent to the Department of Secondary Education ([EDSCAdmissions@fullerton.edu](mailto:EDSCAdmissions@fullerton.edu)) upon graduation.

### **Copies of Official Transcripts**

All applicants must upload to their application copies of official transcripts from ALL colleges/universities attended (including community colleges, even if you only took one class). Current CSUF students and alumni must also upload a copy of official CSUF transcripts.

- Tip on how to obtain a "copy of an official transcript": Order an official digital transcript be sent to your email. Once received, open the transcript, download the file, then upload that PDF to your application.

### **GPA Requirement**

Your GPA must be at least 2.5 cumulative or in the last 60 semester units attempted (or obtain written exception from credential program subject area advisor). If you do not currently meet the minimum GPA requirements, we still encourage you to submit an application. The application review process allows us to consider experiences, attributes and other academic metrics as well as the value an applicant would contribute to learning and teaching.

### **Tuberculosis (TB) Clearance\***

Provide evidence of a TB Risk Assessment or test if risk factors were identified (must be within the last 4 years). Valid documentation must include your information, the medical provider's information, and assessment/test results. The TB Risk Assessment Form can be found on our [SSCP admissions website](#).

### **Certificate of Clearance\***

Upload your certificate issued by the CTC to your application. Obtaining the certificate is a two-step process: (1) LiveScan Fingerprint background check, and (2) [apply for the Certificate of Clearance](#) directly through the CTC website. Upload the certificate, do not upload the LiveScan form.

### **CPR Training Certificate\***

CPR training can be done in-person or online but must include infant, child, and adult (or pediatrics and adult) training. Course must be American Red Cross or American Heart Association certificated.

### **Evidence of Overview Attendance**

After attending an Overview session, you will receive a follow up email sent by the Admissions Advisor. Upload a screenshot of the follow up email to your application under "Other."

### **Credential Application Processing Fee**

Pay the \$50 fee online using our [COE Payment Portal link](#). Select “Single Subject” for the Credential Program section. Please note that this fee is separate from the \$70 Cal State Apply application fee. Upload your receipt under “Other” in your application.

### **Evidence of Subject Matter Competency**

There are five ways to verify this requirement. You will upload evidence of having completed ONE of the following:

1) **Earn a degree in the subject you wish to teach:** The major listed on the transcript from your bachelor's degree must be the same as the area you are applying to get your credential in. You can check the [CTC's list of appropriate degrees to satisfy Subject Matter Competence](#).

\*Note: This option excludes History majors wanting a Social Science credential and Kinesiology majors wanting a Physical Education credential.

2) **Completion of approved coursework that address each domain of the subject matter:** You can check our [SMC website](#) to view the lists of approved CSUF coursework that meets the requirement.

3) **Pass the state-approved subject matter CSET exams:** At the time of application, a majority of the CSET subtests must be passed and the applicant must be registered for the remaining subtest and proof of registration is required. The final subtest **MUST BE PASSED** within 6 weeks of the final priority application deadline. Upload a copy of your official test results to your application. Do not have scores sent to CSUF.

4) **Combination of coursework and CSETs:** You may use a combination of Options 2 and 3 to meet the subject matter competency requirement. For example, a Social Science applicant might complete coursework aligned with the domains assessed in CSET Subtests 1 and 2 and then pass Subtest 3 to fulfill the requirement. This approach may vary depending on your subject area.

5) **Complete a state-approved Subject Matter Preparation Program (SMPP):** This is an undergraduate coursework plan that requires careful planning early on. Check our [SMC website](#) for the list of SMPP coursework.

- At the time of application,  $\frac{3}{4}$  of the SMPP must be complete and applicant must be enrolled in the remaining courses. A copy of SMPP form must be submitted with advisor signature documenting SMPP progress and expected completion date. All SMPP coursework must be completed by the end of the semester prior to credential program start (by end of Spring term for Fall applicants, and by end of Fall term for Spring applicants). Applicant must submit the final completed SMPP with advisor signature once final grades are posted.

### **Essay**

To better understand your views on and commitment to [Just, Equitable, and Inclusive Education \(JEIE\)](#), submit a 2–3-page double space typed statement that addresses ONE of the following prompts:

1) Please provide a concrete example of how you demonstrated your commitment to JEIE in relation to working with individuals from traditionally marginalized social backgrounds (e.g., race, class, gender, ability, language, sexual orientation) in a

classroom, program, or organization. Feel free to use examples from professional or volunteer settings. Please ensure that you end your statement with a reflection of your desired areas of growth pertaining to JEIE and why you hope to develop these areas.

2) Please describe a concrete example (from your own experience either within or outside of the classroom or based on the readings you have read) of educational inequity or injustice and describe what you would do to address this inequity as a teacher in the classroom. Be as specific as possible and explain why you believe your actions would make a difference. Please ensure that you end your statement with a reflection of your desired areas of growth pertaining to JEIE and why you hope to develop these areas.

### **Recommendations**

**At least two recommendations are required**, but we HIGHLY recommend requesting three or four recommendations. One recommendation must be from a university faculty member familiar with your academic work, and the second may be either a professional reference or another faculty member. *For Math applicants, please contact your Math Subject Area Coordinator for further guidance, as three recommendations are mandatory.*

- On the Cal State Apply application, go to the “Recommendations” tab in Program Materials and add your recommenders’ contact information. Once you submit the recommendation request, they will be sent an evaluation link via email to complete. Please inform your recommenders to “be on the lookout” for this email in their inbox and in their spam or junk folders – as occasionally emails are filtered there. The email request will come from “Calstateapply@liaisoncas.com.”
- **Send your recommendation requests early! Do not wait until the day you submit the application to send the requests. The recommendations should be completed PRIOR to formally submitting your application**

### **Interview**

Passing score on interview criteria (assessing communication skills, subject matter knowledge, commitment to learning more about our [JEIE principles](#), [dispositions](#) toward working with diverse student populations, knowledge of/experience working with adolescents, professionalism, etc.). Qualified applicants will be contacted for an interview by the Subject Area Coordinator after their application files have been reviewed.

**NOTE:** Documents marked with an asterisk (\*) must **remain valid upon completion of the program**. It is your responsibility while you are in the program to renew these documents prior to their expiration date and submit them to the Department of Secondary Education.

### **NOTICE TO STUDENTS RE: PROFESSIONAL LICENSURE AND CERTIFICATION**

*California State University programs for professions that require licensure or certification are intended to prepare the student to meet California licensure and certification requirements.*

*Admission into programs for professions that require licensure and certification does not guarantee that students will obtain a license or certificate. Licensure and certification requirements are set by agencies that are not controlled by or affiliated with the California State University and licensure and certification requirements can change at any time.*

*The California State University has not determined whether its programs meet other states’ educational or professional requirements for licensure and certification. Students enrolled in a California State University program who are planning to pursue licensure or certification in other states are responsible for determining whether they will meet their state’s requirements for licensure or certification. This disclosure is made pursuant to 34 CFR §668.43(a)(5)(v)(C)*

## SSCP Program Contacts

<b>Subject Area Coordinators</b>		
<b>Subject</b>	<b>Advisor</b>	<b>Email</b>
<b>Art</b>	Mary Ana Pomonis, MFA	<a href="mailto:mpomonis@fullerton.edu">mpomonis@fullerton.edu</a>
<b>English</b>	Dr. Kira LeeKeenan	<a href="mailto:kleekeen@fullerton.edu">kleekeen@fullerton.edu</a>
<b>Foundational Level Mathematics (FLM)</b>	Dr. B Waid	<a href="mailto:bwaid@fullerton.edu">bwaid@fullerton.edu</a>
<b>Mathematics</b>	Dr. Cherie Ichinose	<a href="mailto:cichinose@fullerton.edu">cichinose@fullerton.edu</a>
<b>Music</b>	Dr. Gregg Whitmore	<a href="mailto:gwhitmore@fullerton.edu">gwhitmore@fullerton.edu</a>
<b>Physical Education</b>	Julia Cappelli, MS	<a href="mailto:jcappelli@fullerton.edu">jcappelli@fullerton.edu</a>
<b>Science</b>	Dr. Antionette Linton	<a href="mailto:alinton@fullerton.edu">alinton@fullerton.edu</a>
<b>Social Science</b>	Dr. William Toledo	<a href="mailto:wtoledo@fullerton.edu">wtoledo@fullerton.edu</a>
<b>Theatre</b>	Dr. Amanda Rose Villarreal	<a href="mailto:amvillarreal@fullerton.edu">amvillarreal@fullerton.edu</a>
<b>World Languages</b>	Dr. Minerva Chavez	<a href="mailto:mchavez@fullerton.edu">mchavez@fullerton.edu</a>

<b>Department of Secondary Education</b>		
<b>Department Chair</b>	Dr. Fernando Rodriguez-Valls	<a href="mailto:frodriguez-valls@fullerton.edu">frodriguez-valls@fullerton.edu</a>
<b>Department Coordinator</b>	Leticia Collins	<a href="mailto:lecollins@fullerton.edu">lecollins@fullerton.edu</a>
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<b>CaITPA Coordinator</b>	Dr. Kristen Shand	<a href="mailto:kshand@fullerton.edu">kshand@fullerton.edu</a>
<b>Bilingual Authorization Program Coordinator</b>	Dr. Fernando Rodriguez-Valls	<a href="mailto:frodriguez-valls@fullerton.edu">frodriguez-valls@fullerton.edu</a>