These instructions are to apply for the following advanced credential:

- **Teacher Librarian Services**

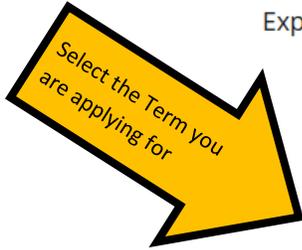**✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱✱**

Create an account online at www.calstate.edu/apply

CAL STATE APPLY

Find your future at the California State University.
With 23 campuses and thousands of degree choices, the CSU is a great place to start your journey.
Explore your options below, and start your application today.

Select the Term you are applying for

See Application Dates & Deadlines »

| Select a Term to Apply For ⌄ | Apply |

Choose the type of student you are to learn more about how to apply to the CSU:

| Freshman | Transfer | Graduate | International | Teaching Credential |

— CAL STATE —
APPLY

Welcome to The California State University

Thank you for your interest in The California State University. We hope you will find the online application process to be comprehensive and easy to navigate. You do not need to complete the online application all at once. You may access your application and change your answers as many times as you like by using your login credentials from any computer with internet access. Your application can be completed online and submitted electronically once you have entered the required information.

Please Note: If you previously created an account on CSUMentor you will need to create a new account for Cal State Apply.

Sign in with your username and password below. First time here? Select Create an Account to get started.

Username

Password

Sign In

Create an Account

Forgot your

Click "Create an Account"

Once you have created your account, you will be asked to "Complete Your Profile" (Degree Goal, Military Status, etc.).

On the "Complete Your Profile" page, under "Degree Goal- What degree, credential or certificate are you applying for?" Select: Teaching and Service Credential Only

Extended Profile

Please provide some additional information in order to set up your application.

The information below is provided to your program's admissions offices. Provide complete and accurate information here.

* Indicates required field

1. Degree Goal

* What degree, credential or certificate are you applying for?

○ First Bachelor's Degree (Seeking your first bachelor's degree and have not earned a prior bachelor's degree)

● Second Bachelor's Degree and Beyond (e.g. Master's, Teaching Credential, Certificate, Doctoral)

* Please select one or more of the following degree goals.

☐ Second Bachelor's Degree (already earned a bachelor's degree and are seeking another one)

☐ Graduate (e.g. Master's, Doctoral) or Professional's Degree

☑ Teaching and Service Credential Only (e.g. Single or Multiple Subject, Special Education, PPS, Librarian, Admin, CalStateTEACH)

☐ Certificate

Select: Teaching and Service Credential Only

Please then select applicable responses for the remaining questions (Returning; US Military Status; International Applicant)

Once you save your profile, you will be directed to the next step: Add Programs

Type in "Long Beach" in the search bar or use the Filter options, Campus: CSU Long Beach

The list is in alphabetical order under "Long Beach".

Filter options, Campus: CSU Long Beach

‹ Back to Extended Profile

Add Programs

You must select at least one program to begin your application. Use the search filters below to locate programs by **Campus Name, Start Term, Delivery,** and **Source.** When using the Search field, results are limited to matching on program name or organization (i.e., Fullerton Undergraduate). You can add additional programs from the Add Program tab at any time before the submission deadline.

Due to CSU enrollment pressures, campuses may offer very limited Lower Division and Second Baccalaureate programs. Be sure to review campus-specific program dates and deadlines.

Application fees for some undergraduate programs may be waived based on eligibility. Once you fully complete your application, click on the Submit Applications tab to review your fee waiver status.

Programs with a Source of Extended Education are offered by Extended and Continuing Education on each campus. Programs offered through Extended Education are not eligible for automatic application fee waivers and may have different tuition and fee structures.

∧ Show Less

Find Program | View Selected Programs   Long Beach   🔍 ▼ Filters   Enter Invitation Code

Input "Long Beach"

Type in "Long Beach" in the search bar for a list of all of CSU Long Beach's Credentials. The list is in alphabetical order under "Long Beach Credential".

To select the Credential program you are interested in (you may only select one program at CSULB per admission cycle), click on the "+" icon on the left of the program name.

Add	Program Name
	LONG BEACH CREDENTIAL
+	Teacher Librarian Services

Once you have made your program selection, hit "Continue" and it will take you to the "Review Your Program Selection" page

✓	Teacher Librarian Services	CSU Long Beach	Credential	Spring	2023	Main Campus	11/01/2022

Continue

Review Your Program Selections

Below are the programs you have selected. If you are ready to start your application, click the Continue To My Application button below. Missing a Program? Click Add More Programs. You can add more programs at anytime.

APPLICATIONS READY FOR SUBMISSION	TOTAL FEE(S)	
0	$70.00	**Continue To My Application** >

Sort By   Deadline

Long Beach Credential
Teacher Librarian Services

Term: Spring
Deadline 11/01/2022

After you have reviewed your program selection, hit "Continue To My Application" and you will be taken to the "My Application" dashboard.

This dashboard indicates which sections need to be completed: Personal Information, Academic History, Supporting Information, and Program Materials.

Click on each section and complete the information requested.

Personal Information Section:

Personal Information

0/7 Sections Completed

0/7

Release Statement
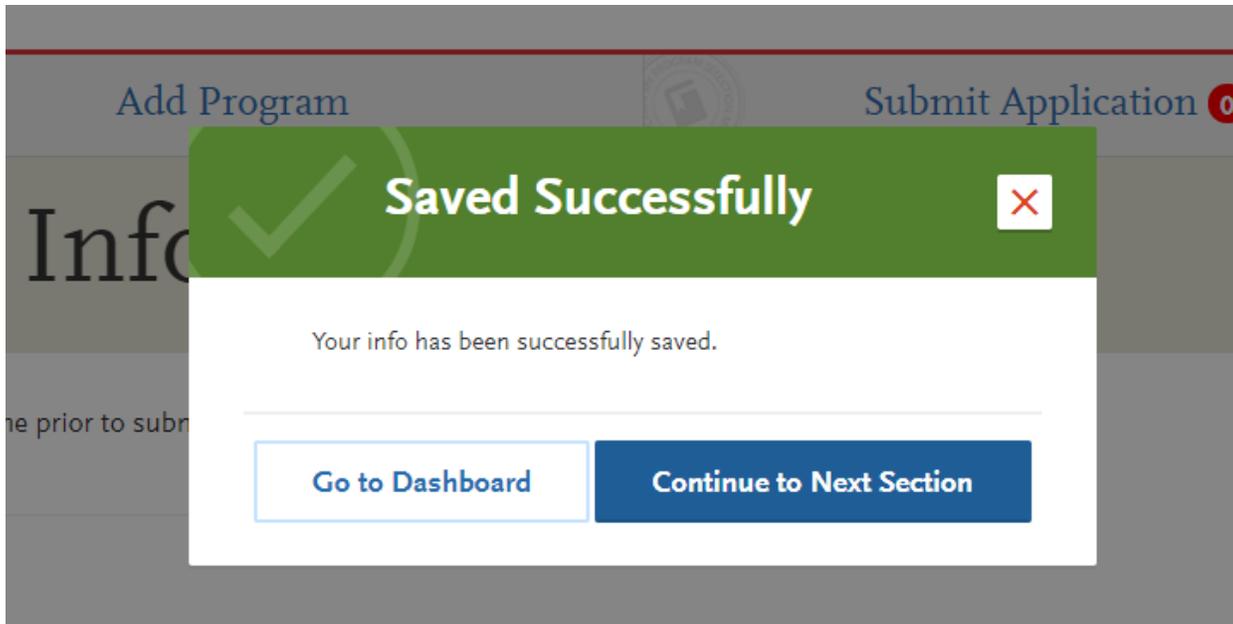
Biographic Information

Contact Information

Citizenship/Residency Information

Race & Ethnicity

Other Information

Financial and Parental Information

Note: As you complete each section, you will receive a pop-up letting you know you have completed a section and the information has been saved:

You will also be able to track the progress you have made completing the application on the left-hand side on the page:

5/7

Sections Completed

Release Statement ✓

Biographic Information ✓

Contact Information ✓

Citizenship/Residency Information ✓

Race & Ethnicity ✓

Other Information

Financial and Parental Information
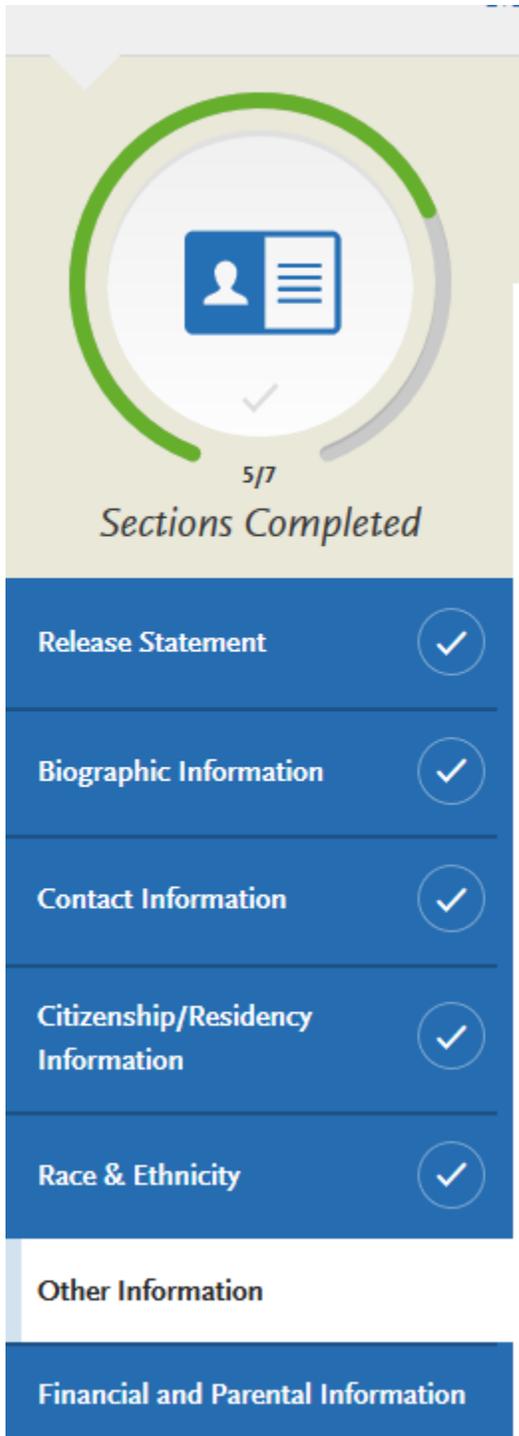
In the "Other Information" section of the Personal Information, you will find the "Teacher or Other Educational Credential Information,":

**Teacher or Other Education Credential Information**

* Select your interest in obtaining your teacher or other educational credential.

Not interested in a credential program

Select "Not interested in a credential program"

Select "Not interested in a credential program". If you are applying to an advanced credential-only program, we will know that from your application.

Continue to fill out the Personal Information Section. Once you have finished the sections, you will be naviagted to the "Academic History" Section:
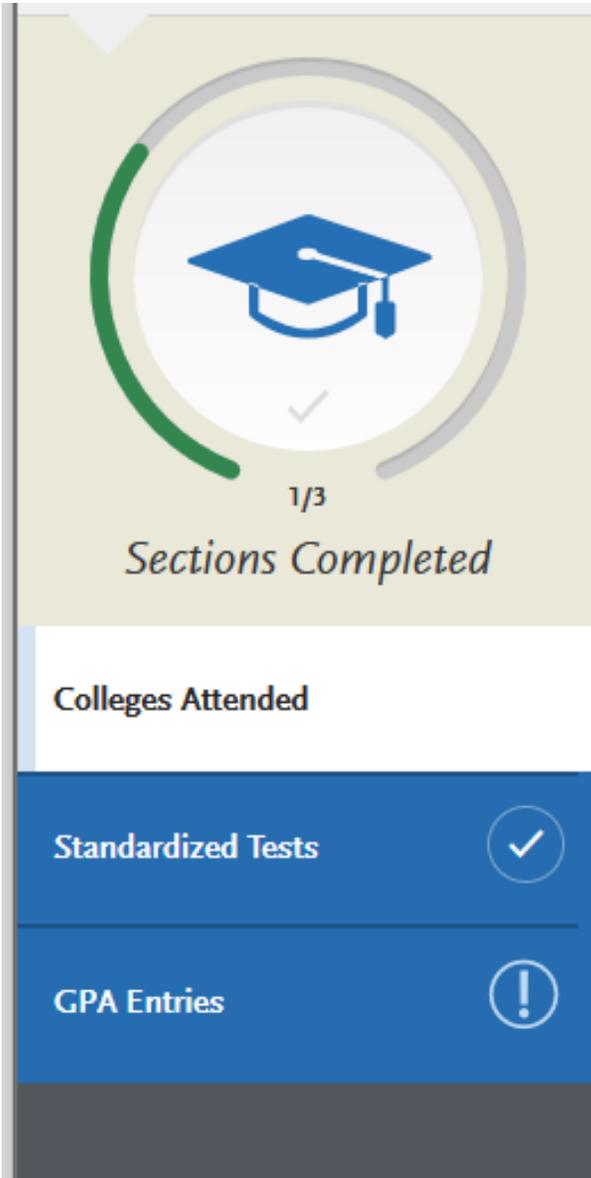
On the Standardized Tests section, click on "I Am Not Adding Any Standardized Tests".

Standardized Tests

Sections Completed 1/3

Colleges Attended

Standardized Tests ✓

GPA Entries ⓘ

You can self-report your standardized test scores or report tests you plan to take in this section. Some of the programs you apply to may require you to report certain test scores; be sure to check with your programs to ensure you are completing all requirements. Visit the Applicant Help Center for more information.

- **Freshman Applicants: ACT and SAT test scores will not be used for any admission purposes and applicants are not required to submit these scores.** If you took the ACT or SAT and already sent your scores to a CSU campus, you can add your information and College Board or ACT ID number below. If you have not sent your scores to a CSU campus, no further action is needed at this time. If you are accepted and you elect to submit your SAT and ACT scores, these results will only be used as one of the measures to place you in the proper mathematics and English courses.

- **Transfer Applicants:** if you completed less than 60 transferrable units and took the SAT and/or ACT, report your results here. While SAT and ACT scores are not required, we encourage you to report any results here. If you do not plan to take the exams, click **I Am Not Adding Any Standardized Tests**.

- **Graduate Applicants:** report your GMAT and GRE results or the date you plan to take the tests. If you do not plan to take the exams, click **I Am Not Adding Any Standardized Tests**.

- **International Applicants:** report your IELTS and PTE results or the date you plan to take the tests. If you do not plan to take the exams, click **I Am Not Adding Any Standardized Tests**.

Once you submit your application, you cannot edit previously entered tests, but you can add new tests.

Note that self-reporting your scores isn't the same as providing official scores to your pro[...] [s]cores for more information.

I Am Not Adding Any Standardized Tests

Click this option

Click on GPA Entries to continue through Academic History section.

1/3
Sections Completed
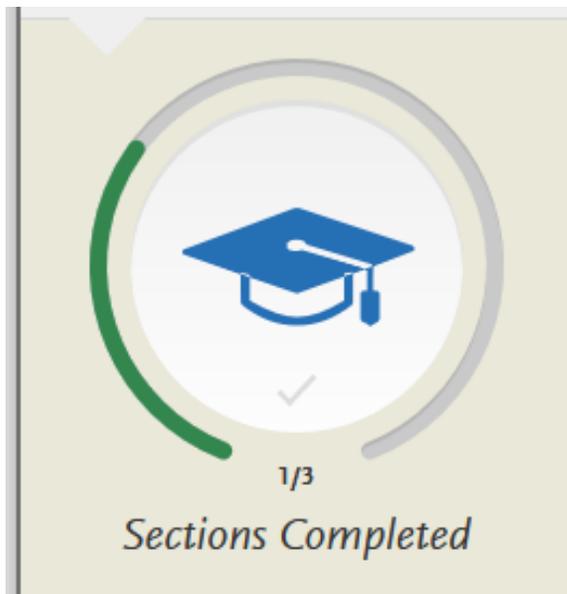
Colleges Attended

Standardized Tests ✓
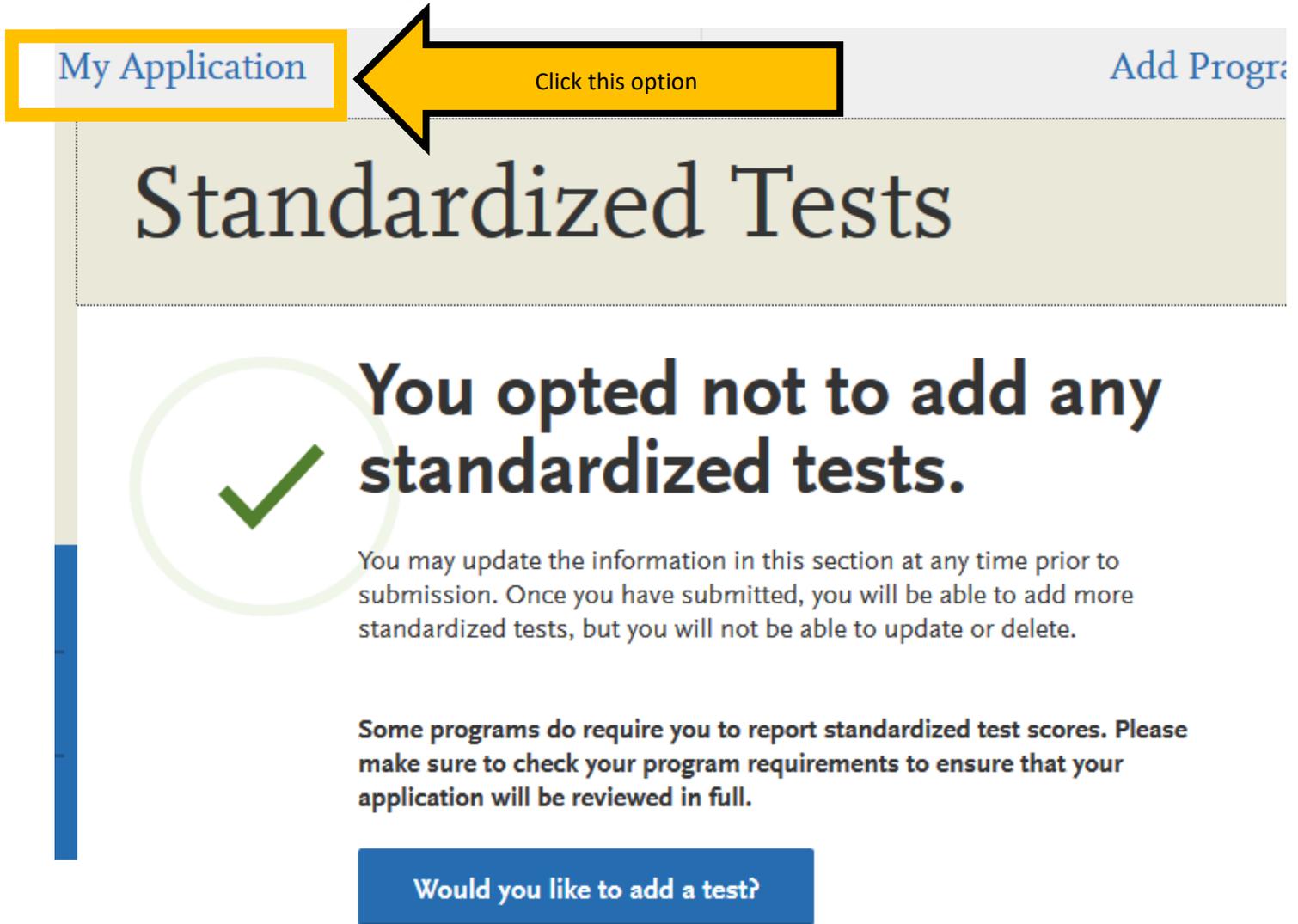
GPA Entries ⊙ ← Click GPA Entries to Continue

You will receive the following message when you select "I am not adding any standardized tests":

My Application   Click this option   Add Progra

Standardized Tests

✓ **You opted not to add any standardized tests.**

You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more standardized tests, but you will not be able to update or delete.

Some programs do require you to report standardized test scores. Please make sure to check your program requirements to ensure that your application will be reviewed in full.

Would you like to add a test?

To continue filling out the application, select the "My Application" link at the top of the page to return to the application menu.

Next, select "Supporting Information"

Personal
Information

7/7
Sections Completed

Academic
History

3/3
Sections Completed

Supporting
Information

0/1
Sections Completed

Program
Materials

Click this option

1/1
Sections Completed

On the Experiences section under Supporting Information, click on "I Am Not Adding Any Experiences" as you will submit your experiences on via your Résumé in the Program Materials section.

Experiences

You may update the information in this section at any time prior to submissi Experiences, but you will not be able to update or delete completed Experien of the application to determine if experiences are required for your program

List all applicable employment. Include military service but omit summer an goal. Indicate your present employer, if now employed.
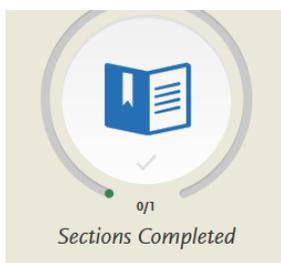
⊕ **Add an Experience**

I Am Not Adding Any Experiences   Click this option

0/1

Sections Completed

Experiences

To continue filling out the application, select the "My Application" link at the top of the page to return to the application menu.

Next, select "Program Materials".

Add Program	Submit Application

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications

- Your Cal State Apply application is ready for your review — Today
- We're transferring your Cal State Apply information — Today

View My Notifications

Program Materials
0/1 *Sections Completed*

0/1

Teacher Librarian Services
Long Beach Credential

Click on your selected program

Then navigate to the "Home" tab. This section will provide additional details about the program and required application materials that will be submitted in the "Documents" tab.

COLLEGE OF EDUCATION

Teacher Librarian Services

Deadline: 04/15/2022

Sections Completed 0/1

Teacher Librarian Services
Long Beach Credential

| Home | Documents | Recommendations |

CSULB College of Education

The College of Education at CSU Long Beach is amongst the premier educator preparation institutions in the state, preparing teachers, counselors, administrators and community leaders to promote equity and excellence in education. The College of Education fosters an environment of rigorous learning, intellectual dialogue, and inclusivity that embraces its mission to prepare professional educators and practitioners who promote equity and excellence in diverse urban settings through effective pedagogy, evidence-based practices, collaboration, leadership, innovation, scholarship, and advocacy. Visit the College of Education website to learn more.

Teacher Librarian Services Credential

The Teacher Librarian Services Credential program at CSULB is designed to prepare fully-qualified, outstanding K-12 teacher librarian professionals, and emphasizes meeting the information, educational technology and reading needs of diverse populations. It offers a Teacher Librarian Services Credential and a Special Class Authorization in Information and Digital Literacies for those who already hold a credential. This 27-unit state-accredited program is based on the principles and philosophy of the American Association of School Librarians, emphasizing the information professional roles of teaching for learning, building the learning environment, and empowering learning through leadership. Students can earn this stand-alone advanced credential, which supplements a valid California initial teaching credential.

Students can also pursue a Master of Arts in Education, Option in Educational Technology and Media Leadership degree, which subsumes the credential work. NOTE: If you intend to apply for both the MA in Educational Technology and Media Leadership and Teacher Librarian Services Credential, you must apply for the Master's degree program on Cal State Apply; please change your "extended profile" to change this application.

Please visit the program website to learn more.

How do I apply?

By the deadline listed above, you must complete this Cal State Apply application and submit the following:

- Upload the following on the '**Documents**' tab:
  - Statement of purpose (prompts provided on 'Documents' tab)
  - Résumé
  - Please upload proof of meeting the CTC preconditions. This proof shou[ld]... website. Please be sure your credential print-out also includes proof of Eng[lish]... completion of Basic Skills Requirement (typically met with the CBEST), and o[ne of] the following:
    - A valid California teaching credential requiring a bachelor's degree and a program of professional preparation, including student teaching; has met the Basic Skills Requirement, and proof of holding an English learner authorization; or
    - a clear, valid full-time Designated Subjects Teaching Credential, provided that the holder also possesses a bachelor's or higher degree from a regionally-accredited college or university, has met the Basic Skills Requirement (CBEST scores or proof of CTC approved alternative) and proof of holding an English learner authorization

Required documents
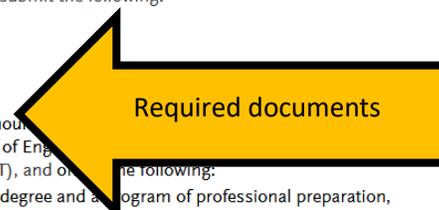
Next, navigate to the "Documents" tab. This is where you will upload your Résumé, Statement of Purpose, and any additional documents required for your program.
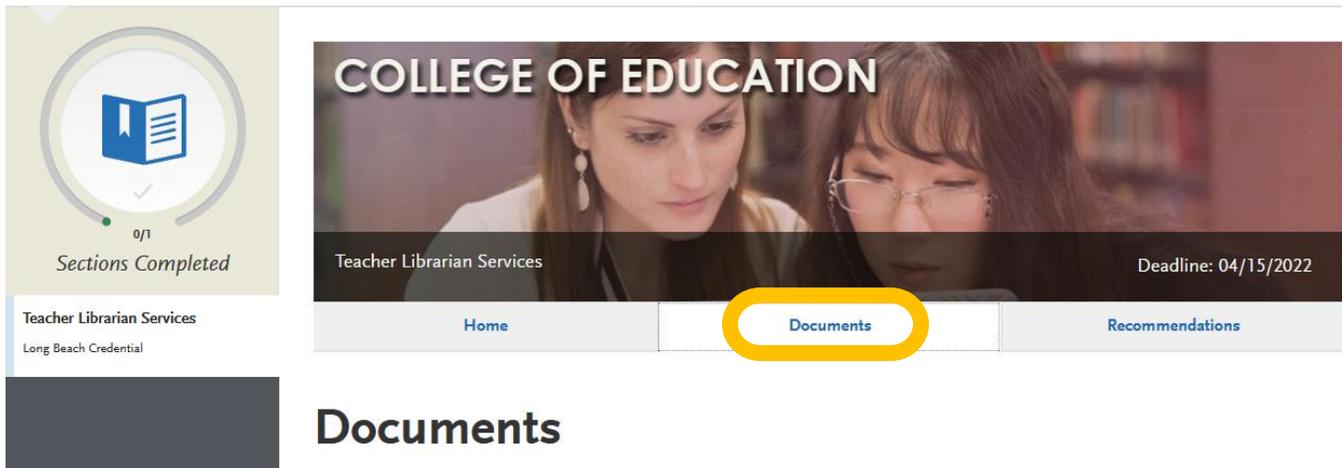
Next, navigate to the "Recommendations" tab.

COLLEGE OF EDUCATION

Teacher Librarian Services

Deadline: 04/15/2022

| Home | Documents | Recommendations |

Recommendations

Enter information for **two** recommenders below. Recommendations are preferred from a supervisor in a professional setting or a university faculty member, or may be a general recommendation. We encourage you to seek the strongest possible recommendation regardless of the source. Therefore, we suggest speaking with [your] recommenders before completing this section.

When specifying the Due Date, enter 4/15/2022

Deadline date

You may complete and submit your Cal State Apply applica[tion before your recommende]rs submit their letters.

<u>Lastly, please copy and paste the instructions below to include in [th]e email request to your recommenders.</u>

Please provide the following relevant to the applicant's suitability for graduate study:

- Academic abilities & intellectual capacity;

- Personal qualities & maturity;
- Ability to work with diverse groups of people;
- Obstacles overcome;

Instructions for recommenders

- Any additional topics that you believe are relevant to the applicant's preparation and [...] am.
- It is not necessary to address each of the topics noted above, especially if you do not ha[ve] [b]asis for commenting on a certain area.
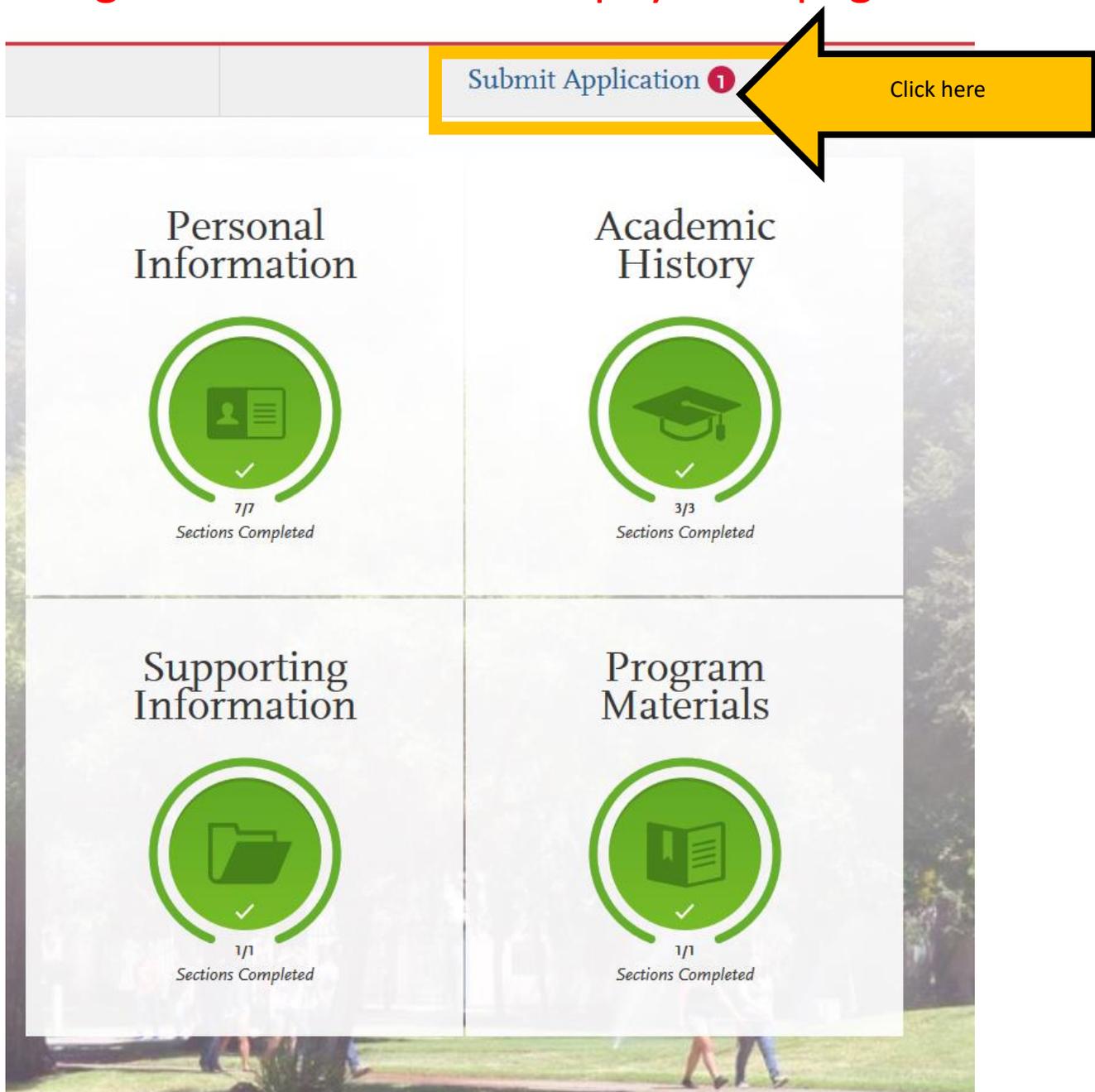
Once you have saved an electronic recommendation, an email request will automatically be sent to the recommender on your behalf. Please advise your recommender to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out.

Sections Completed

0/1

Teacher Librarian Services
Long Beach Credential

In this section you will be required to enter the names and e-mail addresses of two unique recommenders. The system will automatically send an email to your recommenders. You will be able to enter a deadline date by which you would like your recommenders to complete the recommendation request, and instructions for the recommendation. You will receive an automated email once the recommendation has been completed.

Once you have completed all of the sections of the university application, you will see the 4 sections are now entirely in green and the "Submit Application" button is now available.

When you are ready, click "Submit Application" to navigate to the submit and payment page.

Submit Application ❶

Click here

Personal Information

7/7
Sections Completed

Academic History

3/3
Sections Completed

Supporting Information

1/1
Sections Completed

Program Materials

1/1
Sections Completed

Review the information and confirm the progress bar is entirely green When you are ready to submit your university application, click "Submit."

APPLICATIONS READY FOR SUBMISSION
1

TOTAL FEE(S)
$70

Sort By | Deadline

Long Beach Graduate

Counseling Psychology ⓘ

Term: Fall

Deadline 01/15/2020

Submit   Click Submit

****

You will be recorded as an applicant to CSULB only after you pay the application fee and receive an email confirmation from Cal State Apply. The application fee is $70.