

These instructions are to apply for the following advanced credential:

- **Teacher Librarian Services**
- **Preliminary Services Credential**

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

CAL STATE APPLY

With 23 universities spanning the state, and thousands of degrees to choose from, the CSU offers you more choices and connections than any other public higher education institution in the nation. One application opens infinite possibilities. Start your journey today.

Select a Term to Apply For ▼

Apply Now

Campuses and programs may have different application deadlines. Visit [Application Dates & Deadlines](#) to find yours. Visit our [Applicant Help Center](#) for additional assistance.

Choose Your Application Path:

<p>Freshman</p> <p>Attending high school or graduating this year? You're a freshman applicant.</p> <p>Learn More</p>	<p>Transfer</p> <p>Attending a community college or university? You're a transfer applicant.</p> <p>Learn More</p>	<p>Graduate</p> <p>Earned your bachelor's and want to get an advanced degree? You're a graduate applicant.</p> <p>Learn More</p>
<p>International</p> <p>Do you hold an F or J student visa? You're an international applicant.</p> <p>Learn More</p>	<p>Teaching Credential</p> <p>Interested in becoming a K-12 teacher? You're a credential applicant.</p> <p>Learn More</p>	

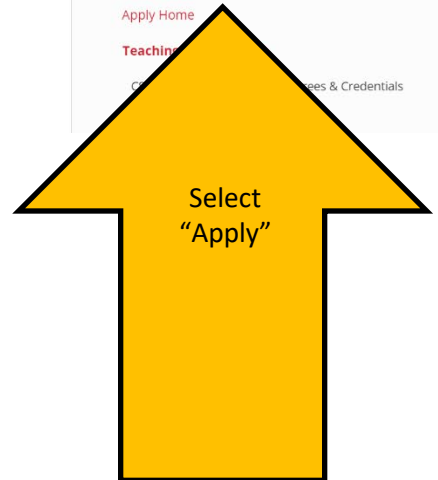
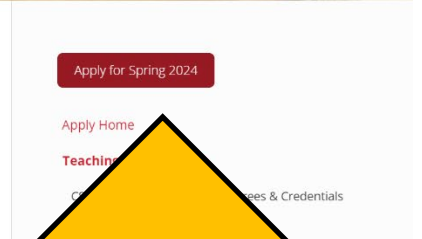


Select "Apply"



Teaching Credential

Do you want to teach kindergarten, elementary school, high school, or special education?
Learn how to apply to earn your teaching credential through the CSU.




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.

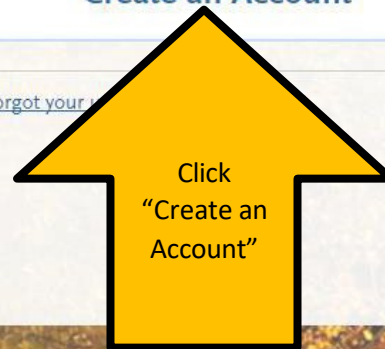
 Username

 Password

Sign In

Create an Account

[Forgot your](#)



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



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](#)

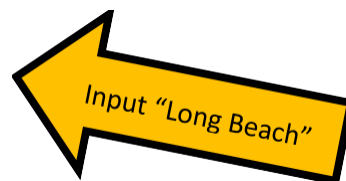
[View Selected Programs](#)

Long Beach



Filters

Enter Invitation Code



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
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Continue

[Add More Programs](#)

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
0

TOTAL FEE(S)
\$70.00

[Continue To My Application >](#)

Sort By Deadline

Long Beach Credential	Term: Spring	 
Teacher Librarian Services	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.

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


Welcome to the Cal State Apply application (save this email) Today

[View My Notifications](#)

Getting Started?
Speed up your application by entering your colleges attended first.

Section	Sections Completed
Personal Information	0/2
Academic History	0/3
Supporting Information	0/1
Program Materials	0/1

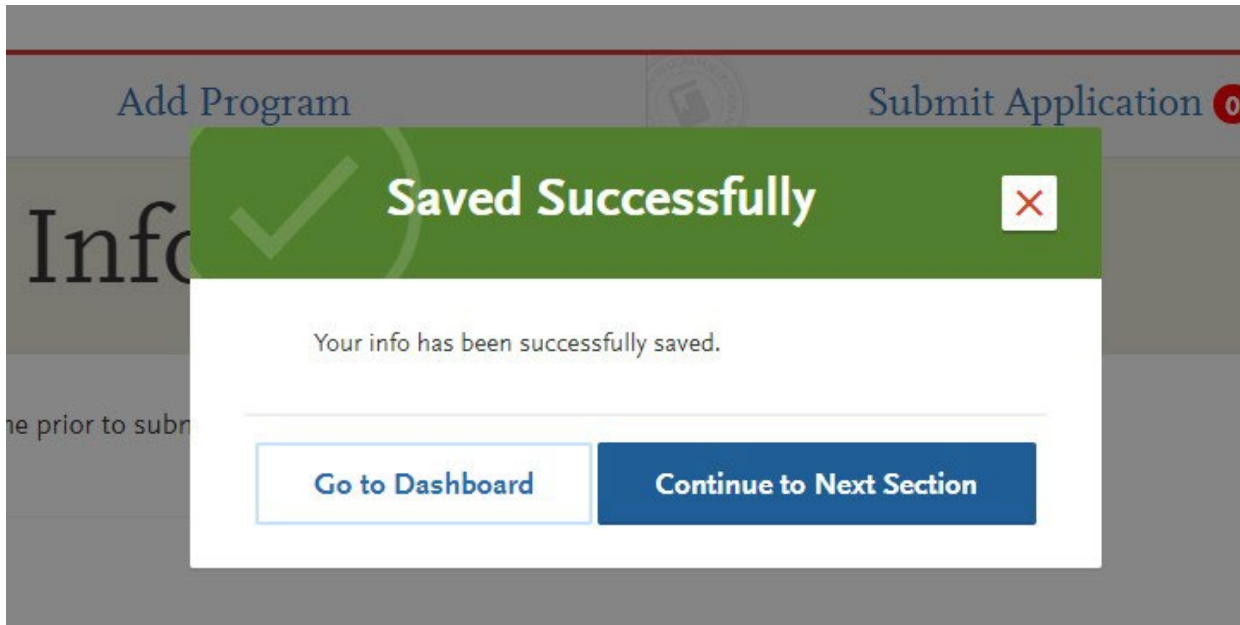
Personal Information Section:



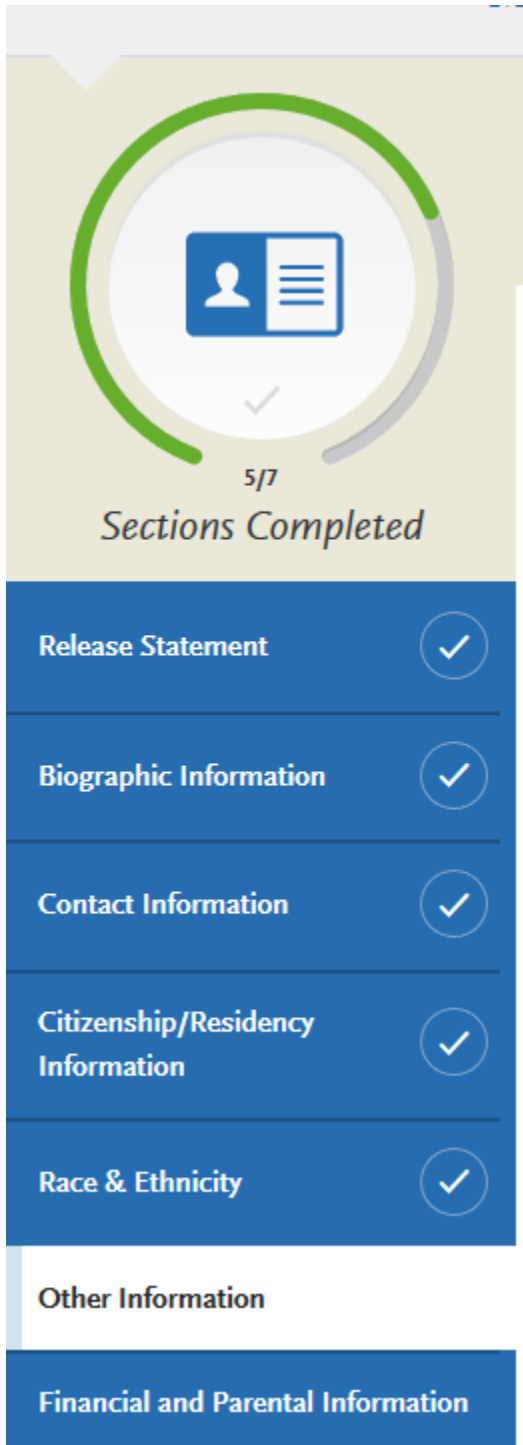
The header for the Personal Information section features a circular progress indicator on the left with a person icon and a document icon, showing 0/7 sections completed. To the right, the title "Personal Information" is displayed in a large serif font, with "0/7 Sections Completed" in a smaller italicized font below it. A close button (X) is located in the top right corner.

- 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:



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.

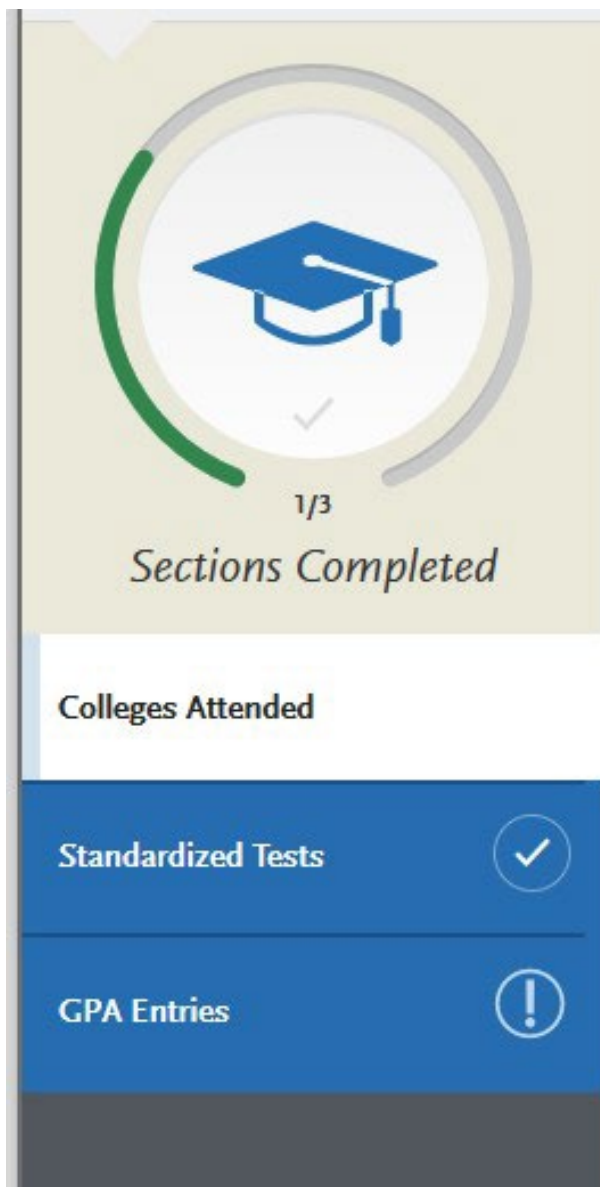
Not interested in a credential program



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 navigated to the “Academic History” Section:



On the Standardized Tests section, click on “I Am Not Adding Any Standardized Tests”.

Standardized Tests

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 program. Visit the [Applicant Help Center](#) for more information.

I Am Not Adding Any Standardized Tests

Click this option

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

My Application

Add Program

Standardized Tests



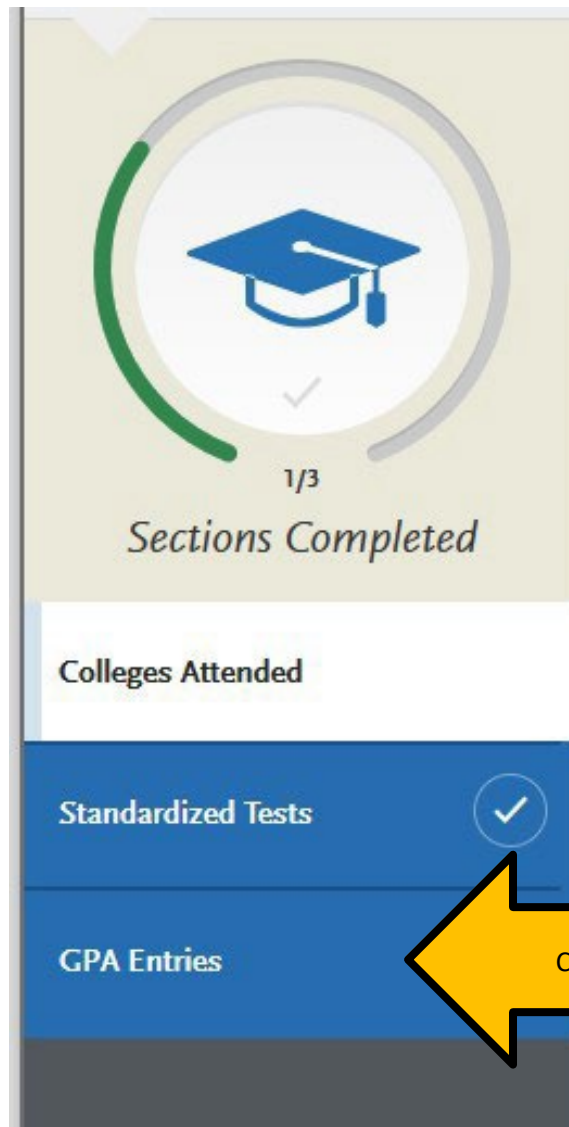
You opted not to add any standardized tests.

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?

Click on GPA Entries to continue through Academic History section.



Select “Add GPA” for your institution(s).

GPA Entries

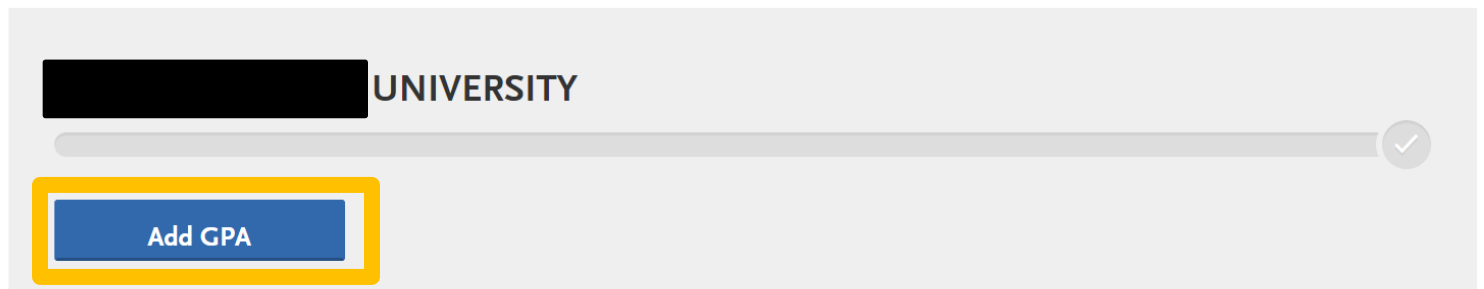
Provide GPA information for the colleges you entered in the **Colleges Attended** section. Note that:

- When entering your GPAs, **Total Credit Hours** are equivalent to your transcript's total units.
- If you attended a school twice (e.g., you completed both undergraduate and graduate coursework at the same college), click **Add A GPA** to add another GPA entry.

Visit the [Applicant Help Center](#) for more information.

Once you submit your application, you can add new and edit previously entered GPAs, but you cannot delete previously entered GPAs.

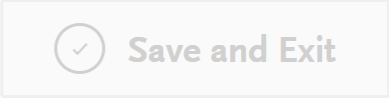
If you update your College Coursework information, the GPA Entries page may be marked incomplete. If this happens, edit your GPA and resave your information.



The screenshot shows a form for entering GPA information. At the top, there is a blacked-out box followed by the text "UNIVERSITY". Below this is a horizontal line with a checkmark icon on the right. Underneath the line is a blue button with the text "Add GPA" inside, which is highlighted with a yellow border.


Next, enter your cumulative GPA from your institution. Once entered, click “Save”. When finished entering GPAs, click “Save and Exit”.

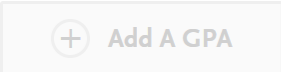
UNIVERSITY
Transcript

 Save and Exit

* Indicates required field

Enter your GPAs

* SCHOOL LEVEL	* TOTAL CREDIT HOURS	* GPA	QUALITY POINTS	
Select School Level 				Save
School Level: Graduate	Total Credit Hours: 26	GPA: 4.0	Quality Points: 104	Cancel

 + Add A GPA

NOTES:

- “Total Credit Hours” also refers to “Units”
- “Quality Points” also refers to “GPA Points”

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



1/1

Sections Completed

Academic History



3/3

Sections Completed

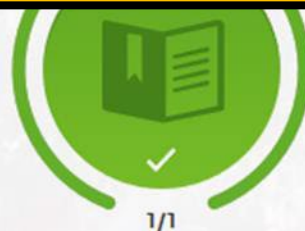
Supporting Information



0/1

Sections Completed

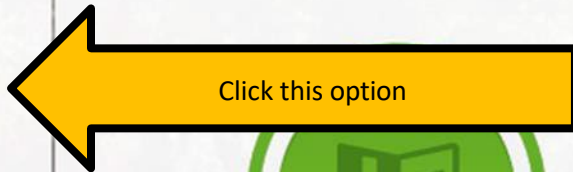
Program Materials



1/1

Sections Completed

Click this option



On the Experiences section under Supporting Information, click on “I Am Not Adding Any Experiences” if you are only applying to CSULB. You will indicate your experiences via your submitted materials on MyCED.

My Application

Experiences

0/1
Sections Completed

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

List all applicable employment. Include military service but omit summer and part-time employment. Indicate your present employer, if now employed.

[+ Add an Experience](#)

[I Am Not Adding Any Experiences](#)

Click this option if only applying to CSULB


NOTE: If you are required to fill out the "Experiences" section for a different CSU application you may do so. It will not impact your CSULB university application.

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”.

The screenshot shows a user application dashboard. At the top, there are two buttons: "Add Program" and "Submit Application". The main heading is "My Application", followed by a descriptive paragraph: "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." Below this is a "Latest Notifications" section with two items: "Your Cal State Apply application is ready for your review" and "We're transferring your Cal State Apply information". A "View My Notifications" button is at the bottom of this section. The central focus is a "Program Materials" card, which includes a circular progress indicator showing "0/1 Sections Completed" and a blue button labeled "Teacher Librarian Services" with "Long Beach Credential" underneath. A large yellow arrow with a black outline points from the right towards this button, with the text "Click on your selected program" inside it.

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



1/1
Sections Completed

Teacher Librarian Services
Long Beach Credential



Home

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, fully online 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. Please visit the [program website](#) to learn more.

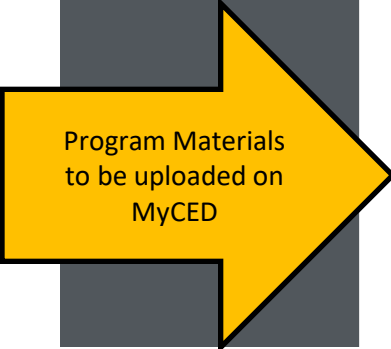
Students can also pursue a [Master of Science in Educational Technology and Media Leadership degree](#), which subsumes the credential work. NOTE: If you intend to apply for both the MS in Educational Technology and Media Leadership and Teacher Librarian Services Credential, you must apply for the Master's degree program on Cal State Apply; please change your “extended profile” to change this application.

How do I apply?

There are two parts to the application:

- (1) **University/Cal State Apply Application:** Complete and submit this Cal State Apply application to the university as early as possible before the deadline. CSULB Enrollment Services will review your application to ensure that you meet CSU eligibility minimums for admission consideration.
- (2) **Program Application:** Submit program application materials on [MyCED](#) by the application deadline. This includes a statement of purpose, résumé, evidence of meeting CTC preconditions, and email addresses for two recommenders. See the [program website](#) for details and prompts.

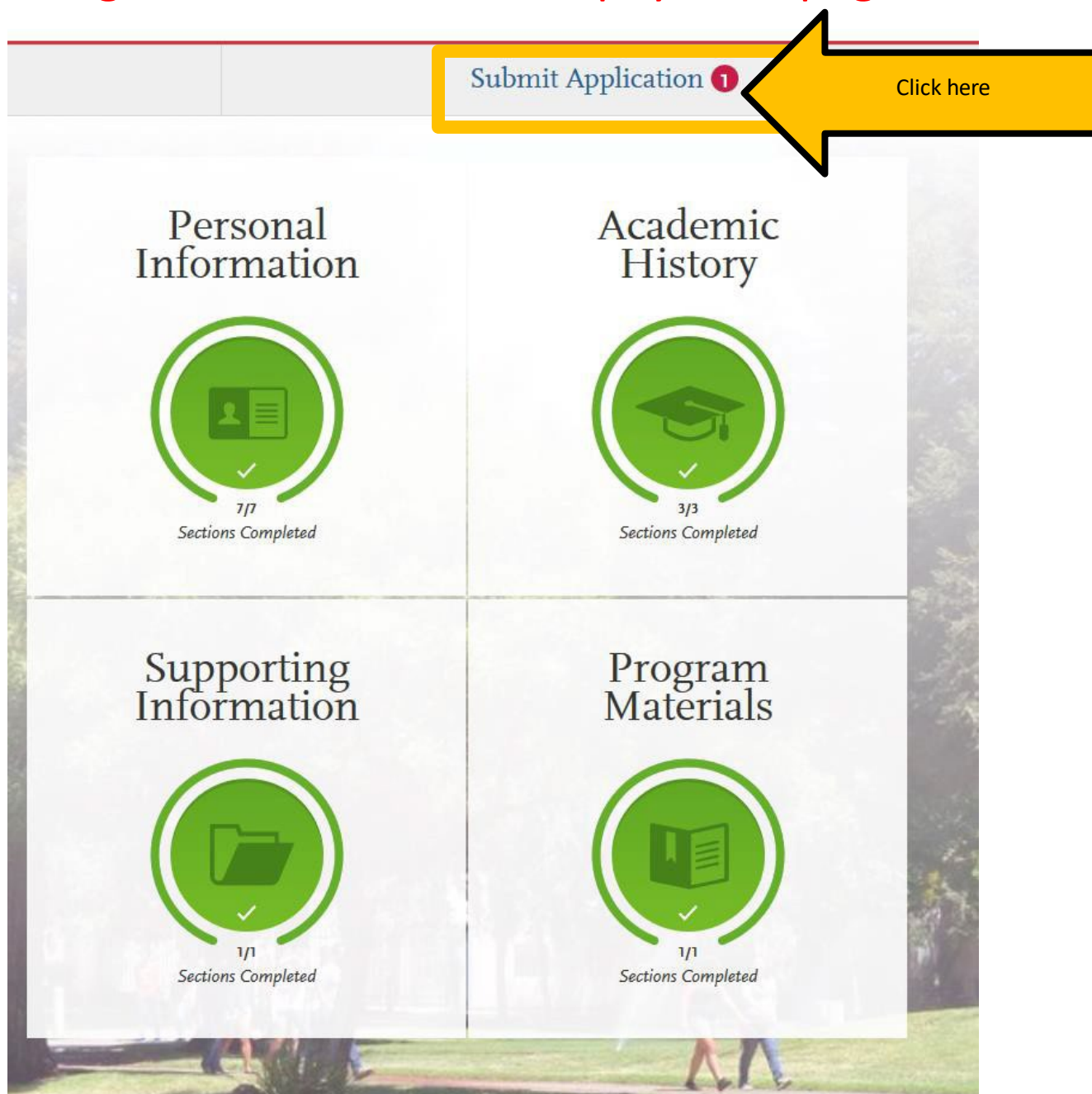
Please note that you will be able to access MyCED only after submitting the Cal State Apply application to the university. Therefore, it is critical that you complete the university application well before the application deadline.



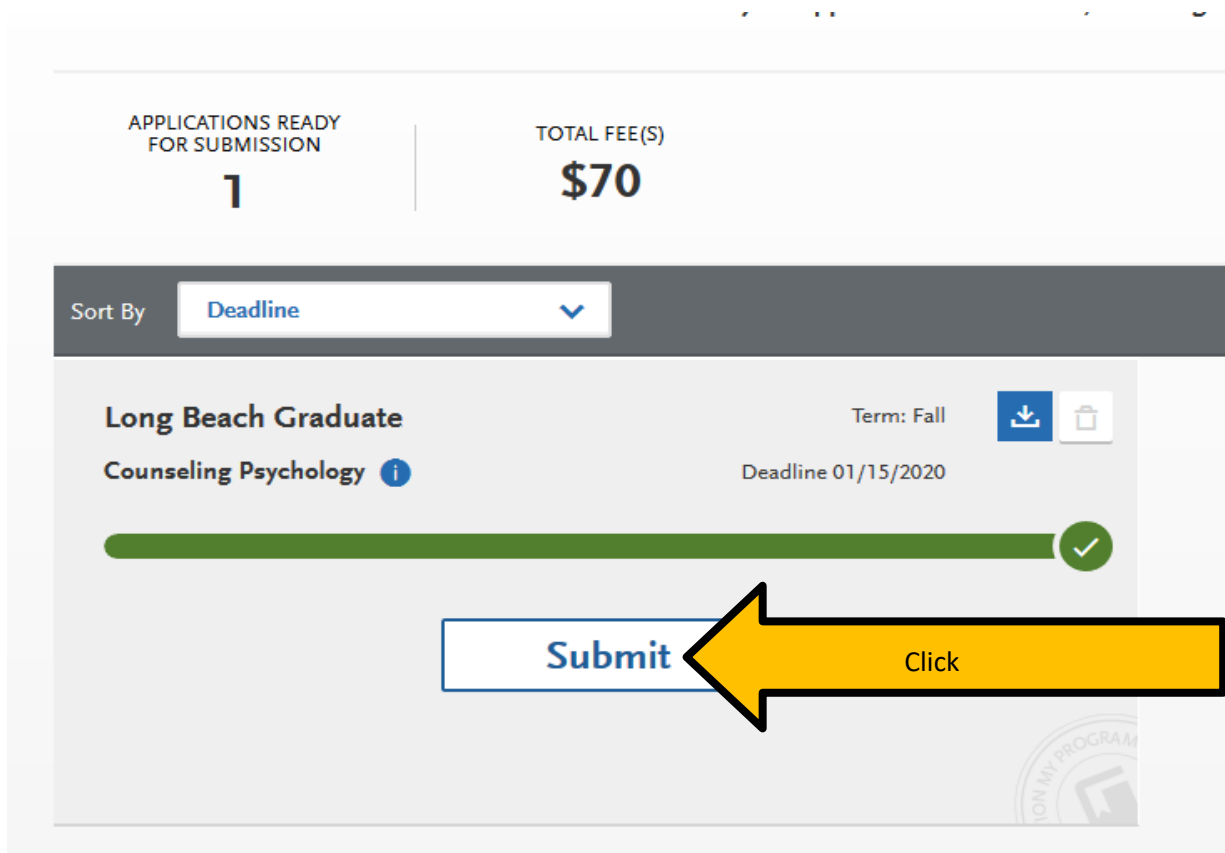
Program Materials
to be uploaded on
MyCED

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.



Review the information and confirm the progress bar is entirely green When you are ready to submit your university application, 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 and is non-refundable. We do not offer application fee waivers at CSULB.