

Credential Center
Evaluation Request
Education Specialist, Multiple and Single Subject



All CSULB credential candidates are required to open a file with the College of Education Credential Center, a Commission on Teacher Credentialing (CTC) approved program sponsor. To open your credential file and receive a credential evaluation, please complete all information requested below and return to the Credential Center, EED-42 with the necessary documents. You are responsible for notifying the Credential Center of any changes in your name, address, or email address.

Social Security # Birthdate (MM/DD/YY) Student ID # Phone #

Last Name First Name Middle Name Former Name(s)

Address City State Zip Code

Primary Email CSULB Email

- Gender:** **Ethnicity:**
- Female American Indian or Alaskan Native Hispanic or Latino Two or More Races/
 Male Asian Native Hawaiian or Other Pacific Islander Ethnicities
 Black or African American White Decline to State

Check the program you are completing:

- ITEP MSCP Post-bac MSCP ESCP: Mild/Mod Mod/Sev
 ITEP UDCP: Mild/Mod Mod/Sev Post-bac UDCP: Mild/Mod Mod/Sev SSCP (specify subject area)
 ITEP UTEACH Post-bac UTEACH

BILA Authorization: (indicate language if applying for BILA student teaching)

- Asian (specify language) _____ Spanish

Indicate semester(s) and year(s) you plan to enroll in student teaching:

- Spring _____ (year) Fall _____ (year)

Items to submit:

- TPAC Receipt – Teacher Preparation Advising Center receipt for submitting student teaching application to EED-67
- \$25 – Credit card receipt: <https://commerce.cashnet.com/csulbcdcredentials>, cash (exact change), or check/money order/cashier’s check payable to “CSULB” (fee is non-refundable)
- Valid Certificate of Clearance or Emergency Permit – Printout from CTC website showing expiration date
- Basic Skills – Proof of satisfying Basic Skills (CBEST scores or original documentation of CTC approved alternative)
- Subject Matter Competence (provide one of the following):
 - Exam – Copy of official passing CSET scores
 - Program – Original verification letter if met at university other than CSULB
- Valid CPR – must provide a valid copy of infant, child and adult CPR Certification (course must have a hands-on classroom instruction component)
- Bilingual Authorization – Copy of official passing CSET scores, if applicable
- RICA – ESCP & MSCP students ONLY; copy of official passing scores, if passed

I understand I must provide all documentation required for evaluation and recommendation of the credential, and that receipt of a credential evaluation does not guarantee admission to student teaching. I understand the \$25 fee is valid while I remain enrolled in the above-mentioned credential program and in good standing. I authorize the Credential Center at CSULB to release information regarding the status of my credential to the school districts and/or county offices of education for the purposes of my employment.

Signature _____ **Date** _____

California State University, Long Beach
College of Education
Credential Center, EED-42
1250 Bellflower Blvd.
Long Beach, CA 90840 - 2201

Phone: 562.985.4109 Fax: 562.985.7617
Email: ced-credentials@csulb.edu
Website: www.csulb.edu/credential-center
Hours: Mon-Fri 9:00am-5:00pm (closed Fri 12-1 pm)

Office Use Only: CC Cash Check/MO Re-Apply Initials: _____