

# Designated Subjects Credential

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PROGRAM COORDINATORS:

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# Why CSUSB

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- Accredited by:
  - California Commission on Teacher Credentialing (CCTC)
  - Western Association of Schools and Colleges (WASC)
- Apply credential courses toward a B.A., B.S., or M.A. degree in Education, in Career and Technical Studies.
- Faculty have national & international reputation as leaders in education.
- Save thousands of dollars each year compared to a private university.
- Complete credential courses in two quarters on-line

# Teaching Opportunities

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Preparation for teaching Career and Technical, occupational, and vocational subjects

- High School ROP
- Adult Education
- Correctional Education
- Community College
- Private Post-Secondary Career and Technical

# Credential Requirements

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## PRELIMINARY CREDENTIAL

- High school diploma or GED
- Minimum of three years occupational work experience related to each industry sector named on the credential
- Recency = One year in the last five years or two years in the last ten years. (One year equals 1,000 hours)
- Career and Technical courses may count for one year of experience. Early orientation (2 units)

# Credential Requirements

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## TO CLEAR THE CREDENTIAL

- Six teacher preparation courses (24 units)
- HSCI 540. Family Health Issues for Educators (4 units)
- U.S. Constitution (may be satisfied by coursework or taking exam)
- Adult/child/infant CPR
- Two years of teaching experience under a preliminary credential (One year equals 1,000 hours)

# Six Teacher Preparation Courses Required

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- ECTS 501. Principles and Methods for Teaching Designated Subjects (4 Units)
- ECTS 502. Instructional Support for Teaching Designated Subjects (4 Units)
- ECTS 503. Contemporary Issues in Teaching Designated Subjects (4 Units)
- ECTS 504. Principles of Education (4 Units)
- ECTS 518. Field Work in Designated Subjects (4 Units)
- ECTS 519. Computer Applications for Career and Technical Educators (4 Units)

# First Time Teacher

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- ECTS 1000. Early Orientation. Required prior to or within 30 days of entering the classroom if candidate has never taught under a valid California teaching credential. This course is not degree applicable.
- Please contact Dr. Joe Scarcella [jscarcel@csusb.edu](mailto:jscarcel@csusb.edu) and Dr. Andrew Hughes [andrew.hughes@csusb.edu](mailto:andrew.hughes@csusb.edu) for more information.

# Admission Process

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1. File a Visiting Student Transitory application (attached)
2. Include a non-refundable \$55 application fee (check, money order, credit card or atm)
3. Contact program coordinator for advising and program plan.



# For more information contact

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Dr. Joe Scarcella, Program Coordinator

[jscarcel@csusb.edu](mailto:jscarcel@csusb.edu)

Dr. Andrew Hughes, Program Coordinator

[andrew.hughes@csusb.edu](mailto:andrew.hughes@csusb.edu)

CTE Web site: <https://coe.csusb.edu/career-technical-education>

## Non-Degree Seeking Student Application Transitory Student

### Applicant Information

Date: \_\_\_\_\_ Term Applying For: \_\_\_\_\_ SSN: \_\_\_\_\_

Campus:  Main Campus  Palm Desert Campus Coyote ID (if applicable): \_\_\_\_\_

Legal First and Last Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Date of Birth (MM/DD/YYYY): \_\_\_\_\_ Sex:  Male  Female

### Desired Program (Specify One)

Program	Additional forms required & where to turn in:
<input type="radio"/> Career and Technical Education Credential	For more information, contact Joe Scarcella, Educational Leadership & Technology, 909-537-5287, jscarcel@csusb.edu
<input type="radio"/> Cross Enrollment (California Community Colleges, CSU, UC)	Additional form required. Forms available at the Office of Records, Registration & Evaluations (UH-171), 909-537-5200, Option 5.
<input type="radio"/> CSU Intra-system Concurrent	Additional form required. Download form at: <a href="http://rre.csusb.edu/records.html">http://rre.csusb.edu/records.html</a> . Forms also available at the Office of Records, Registration & Evaluations (UH-171), 909-537-5200, Option 2.
<input type="radio"/> CSU Intra-system Visitor	Additional form required. Download form at: <a href="http://rre.csusb.edu/records.html">http://rre.csusb.edu/records.html</a> . Forms also available at the Office of Records, Registration & Evaluations (UH-171), 909-537-5200, Option 2.
<input type="radio"/> Faculty/Staff	No additional form needed for admission. Contact the Human Resources department for a fee waiver.
<input type="radio"/> High School University Program	Additional form required. Download form at <a href="http://admissions.csusb.edu/nontraditional/hs_program.html">http://admissions.csusb.edu/nontraditional/hs_program.html</a> Office of Admissions & Student Recruitment, 909-537-5188
<input type="radio"/> International Visitor	Approval from International Student Services required. Please contact International Student Services at (909) 537-5193.
<input type="radio"/> Loma Linda Visitor	Letter of good standing from Loma Linda University required. Contact the Office of Records, Registration & Evaluations (UH-171), 909-537-5200, Option 2.
<input type="radio"/> National Student Exchange	<a href="http://housing.csusb.edu/nse/">http://housing.csusb.edu/nse/</a> . Contact Theron Pace, (909) 537-3291, tpace@csusb.edu.
<input type="radio"/> PDC Over 60 Program	Information available at <a href="http://pdc.csusb.edu/Over60Program.html">http://pdc.csusb.edu/Over60Program.html</a> or call (760) 341-2883.
<input type="radio"/> ROTC	Additional form required. Forms available at the Office of Records, Registration & Evaluations (UH-171), 909-537-5200, Option 5.
<input type="radio"/> Summer Language Intensive Program	Letters of recommendation and statement of personal goal must be submitted to World Language Department. Contact at the department at (909) 537-7135 or arabicac@csusb.edu
<input type="radio"/> Summer Non-Degree Seeking Student	This is the only form needed for non-degree seeking summer students. Early Summer Starter admits must fill out a different application. Please contact ASR at (909) 537-5188
<input type="radio"/> UCR/CSUSB Cross-Registration Program	Additional form required. Download form at <a href="http://rre.csusb.edu/records.html">http://rre.csusb.edu/records.html</a> . Forms also available at the Office of Records, Registration & Evaluations (UH-171), 909-537-5200, Option 2.

## Non-Degree Seeking Student Application Transitory Student

### Citizenship Information

County of Residence:  San Bernardino  Riverside  Other:

Country of Citizenship (required): \_\_\_\_\_

Citizenship Status (required, select one):  Y - U.S. Citizen

I - Immigrant I-551 ("green card") - Date Issued (MM/DD/YYYY): \_\_\_\_\_

O - Other Visa (specify): \_\_\_\_\_ Date Issued (MM/DD/YYYY): \_\_\_\_\_

R - Refugee/Asylum  F - F Visa (student visa)  J - J Visa  None of the above

If you were born outside of the United State, what year did you move to the U.S.? \_\_\_\_\_

**If you are under the age of 19, the questions below pertain to your parent or guardian. If you are 19 or over, the questions below pertain to yourself.**

What state do you consider your home? \_\_\_\_\_ Do you claim California residency?  Yes  No

What date did your stay in California begin? \_\_\_\_\_ Birth Location: \_\_\_\_\_

Have you lived in California continuously since birth?  Yes  No

If you answered "no" to the question above, please list the places you lived before your present stay in California:

State/Country	From (MM/YYYY)	To (MM/YYYY)	Parent/Guardian/Lived with...

### Class Level

Freshman  Sophomore  Junior  Senior

2nd Bachelor's Degree  Master's Degree  Credential

### High School Information

Have you ever been on active duty in the U.S. military services?  Yes  No

Are you a dependent of a U.S. active duty service member?  Yes  No

High School Attended: \_\_\_\_\_

High School City: \_\_\_\_\_ High School State: \_\_\_\_\_

High School Graduation Date (MM/YYYY): \_\_\_\_\_ GED Date (MM/YYYY): \_\_\_\_\_

CEEB (MM/YYYY): \_\_\_\_\_

Check here if you will neither graduate from high school nor receive a GED (for current high school students applying to the High School University Program.)

## Non-Degree Seeking Student Application Transitory Student

### Test Scores

Enter your test scores and dates, if available (*High School University Program students only.*)

ACT Scores: English: \_\_\_\_\_ / Math: \_\_\_\_\_ / Reading: \_\_\_\_\_ / Science: \_\_\_\_\_

Composite ACT Score: \_\_\_\_\_ Test Date: \_\_\_\_\_

SAT Scores: Verbal: \_\_\_\_\_ / Math: \_\_\_\_\_

SAT Total: \_\_\_\_\_ Test Date: \_\_\_\_\_

### Previous Institutions

Are you eligible to reenroll at all institutions?  Yes  No

List all colleges attended below:

Institution	Attended from (MM/YY)	Attended to (MM/YY)	Transferable Units Completed
			Qtr. Units: Sem. Units:
			Qtr. Units: Sem. Units:
			Qtr. Units: Sem. Units:
			Qtr. Units: Sem. Units:

Degree Earned?  Yes  No      If yes:  BA  BS

Institution where degree was earned: \_\_\_\_\_

Month and year degree was earned (MM/YYYY): \_\_\_\_\_

College currently attending or last attended: \_\_\_\_\_

City/State: \_\_\_\_\_

Citizenship status: \_\_\_\_\_ Other visa: \_\_\_\_\_ Green Card/Other Visa Date: \_\_\_\_\_

## Non-Degree Seeking Student Application Transitory Student

### Ethnicity

Select your ethnicity (optional):

<input type="radio"/> <b>1</b> - American Indian or Alaskan Native; tribe	<input type="radio"/> <b>M</b> - Cambodian
<input type="radio"/> <b>2</b> - Black, Non-Hispanic, including African American	<input type="radio"/> <b>L</b> - Laotian
<input type="radio"/> <b>3</b> - Mexican-American, Mexican, Chicano	<input type="radio"/> <b>V</b> - Vietnamese
<input type="radio"/> <b>A</b> - Central American	<input type="radio"/> <b>T</b> - Thai
<input type="radio"/> <b>B</b> - South American	<input type="radio"/> <b>S</b> - Other Southeast Asian
<input type="radio"/> <b>Q</b> - Cuban	<input type="radio"/> <b>G</b> - Guamanian
<input type="radio"/> <b>P</b> - Puerto Rican	<input type="radio"/> <b>H</b> - Hawaiian
<input type="radio"/> <b>4</b> - Other Latino, Spanish-Origin, Hispanic	<input type="radio"/> <b>N</b> - Samoan
<input type="radio"/> <b>C</b> - Chinese	<input type="radio"/> <b>6</b> - Other Pacific Islander
<input type="radio"/> <b>J</b> - Japanese	<input type="radio"/> <b>7</b> - White
<input type="radio"/> <b>K</b> - Korean	<input type="radio"/> <b>F</b> - Filipino
<input type="radio"/> <b>R</b> - Other Asian	<input type="radio"/> <b>8</b> - Other
<input type="radio"/> <b>D</b> - Decline to State	<input type="radio"/> <b>9</b> - No Response

### Return Application to:

**CSU San Bernardino**  
Office of Admissions & Student Recruitment  
5500 University Parkway  
San Bernardino, CA 92407

Or, you may fax this form to: (909) 537-7034

### NOTE

If you intend to enroll for regular admission to the university, you must apply to CSUSB using the application found at [www.csumentor.edu](http://www.csumentor.edu), pay the \$55 application fee or submit a fee waiver to the Office of Admissions and Student Recruitment. You will also need to submit official transcripts from all institutions you have previously attended. For more information, please contact the Office of Admissions and Student Recruitment at (909) 537-5188.

### Signature

Signed:	Date:	Signed at (county):
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