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March 20, 2008

MEMORANDUM

TO: CSU Presidents

FROM: Charles B. Reed
Chancellor

SUBJECT: Teacher Education Basic Credential Programs— Executive Order No. 1032

The attached Executive Order No. 1032 establishes standards for entrance to and continuation in teacher education basic credential programs. It supersedes Executive Orders No. 758 and 896 and is intended to implement the policies in Title V, Sections 40409 and 41100 to 41103, as amended by the Board of Trustees in July 2000. It establishes standards for admission to teacher education basic credential programs and for entrance to a student teaching experience, addresses the evaluation of subject matter competence for an entrant to a teacher education basic credential program, and notes a limitation on the transfer of community college credit in education to a teacher education basic credential program.

Please note that in July 1998, the Board of Trustees committed the California State University "to serving every individual who wants to be a teacher, wishes to be prepared by the CSU, and meets CSU admission standards." It is expected that every campus will help ensure that every applicant to a teacher education basic credential program who meets the admission requirements in this executive order can enter a CSU program.

In accordance with policy of the California State University, the campus president has the responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

If you have questions regarding this executive order, please call the department of Teacher Education and Public School Programs at (562) 951-4747.

CBR/ssg

Attachment

c: Executive Staff, Office of the Chancellor
CSU Academic Council
CSU Deans of Education

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Executive Order: **1032**

Effective Date: **March 24, 2008**

Supersedes: **Executive Orders No. 758 and 896**

Title: **Teacher Education Basic Credential Programs**

This executive order is issued pursuant to Section 40409, Sections 41000 through 41002, and Sections 41100 through 41103 of Title V, *California Code of Regulations*, and Sections I and II of Chapter III of the Standing Orders of the Board of Trustees of the California State University. Executive Order No. 1032 establishes standards for admission to teacher education basic credential and for entrance to a student teaching experience, addresses the evaluation of subject matter competence for an entrant to a teacher education basic credential program, and notes a limitation on the transfer of community college credits in education to a teacher education basic credential program.

I. Admission to Teacher Education Basic Credential Programs

A. To be admitted to a multiple subject credential program, single subject credential program, or a Level I basic education specialist credential program with postbaccalaureate status, a candidate shall have met the following requirements:

1. The candidate shall have met the criteria established in Sections 41001 through 41002 of Title V, *California Code of Regulations.*

2. The candidate shall have attained a grade point average of at least 2.67 in all baccalaureate and postbaccalaureate course work or a grade point average of at least 2.75 in the last 60 semester units attempted.

3. The candidate shall have completed a documented field experience of at least 45 hours in a K-12 classroom or a documented field experience deemed equivalent by the campus receiving the application for admission.

4. The candidate shall have completed prerequisite courses prescribed by the campus.

5. The candidate shall have demonstrated suitable aptitude for teaching in public schools, as determined by the campus. The process of making this determination shall include at least one interview with one or more campus faculty members and two letters of recommendation.

6. The candidate shall have demonstrated proficiency in written and spoken English, as determined by the campus, and shall have taken an examination which has been determined by the Commission on Teacher Credentialing (CTC) to meet the California basic skills requirement.

7. The candidate shall have demonstrated personality and character traits that satisfy the standards of the teaching profession. The assessment of the candidate shall be made by the teacher education faculty of the campus, who may also consider information from public school personnel and others. The campus may use tests, observations, and interviews for this assessment.

8. The candidate shall have demonstrated subject matter competency by the means appropriate to the credential sought:

    a. The multiple subject credential candidate shall have achieved a passing score on any California Subject Examination for Teachers that is required for the credential sought.

    b. The single subject credential candidate shall have achieved a passing score on any California Subject Examination for Teachers that is required for the credential sought, or satisfactorily completed a subject matter program appropriate to the credential and approved by the CTC.

    c. The Level I basic education specialist credential candidate shall have achieved a passing score on any California Subject Examination for Teachers or completed a subject matter program that is required for the credential and approved by the CTC. The campus shall assume responsibility for advising the applicant on the applicability of the credential sought in an employment context.

9. The candidate shall have provided evidence to support admission eligibility in accordance with established campus timelines.

B. To be admitted to an internship program designed to lead to a multiple subject credential, single subject credential, or a Level I-basic education specialist credential, a candidate shall have met the following requirements:

1. The candidate shall have met the requirements specified in Section A above.

2. The candidate shall have accepted employment as an intern teacher in a collaborating district.

3. The candidate shall have met the CTC subject matter requirement for the credential being sought.

4. The candidate shall have passed an examination which has been determined by the CTC to meet the California basic skills requirement.

5. The candidate shall have obtained a certificate of clearance as evidence of having undergone the fingerprint and character and identification process required by the Commission on Teacher Credentialing.

6. The candidate shall have satisfactorily completed college course work or an examination to demonstrate knowledge of the U. S. Constitution as required by the CTC.

7. The candidate shall have provided evidence to support admission eligibility in accordance with established campus timelines.

C. To be admitted to an integrated program designed to lead simultaneously to a bachelor's degree and a multiple subject credential or a single subject credential, a candidate shall have met the following requirements:

1. The candidate shall attain junior status by the time of entrance to the program.

2. The candidate shall be enrolled in a degree major approved by the campus for inclusion in the integrated program to which admission is sought.

3. The candidate shall have attained a grade point average of at least 2.67 in all baccalaureate course work.

4. The candidate shall have completed a documented field experience of at least 45 hours in a K-12 classroom or a documented field experience deemed equivalent by the campus.

5. The candidate shall have completed lower-division prerequisite courses prescribed by the campus.

6. The candidate shall have demonstrated suitable aptitude for teaching in public schools, as determined by the campus. The process of making this determination shall include at least one interview with one or more campus faculty members and two letters of recommendation.

7. The candidate shall have demonstrated proficiency in written and spoken English, as determined by the campus, and shall have attempted all sections of an examination which has been determined by the CTC to meet the California basic skills requirement.

8. The candidate shall have demonstrated personality and character traits that satisfy the standards of the teaching by the teacher education faculty of the campus, who may also consider information from public school personnel and others. The campus may use tests, observations, and interviews for this assessment.

9. The candidate shall have provided evidence to support admission eligibility in accordance with established campus timelines.

10. To be admitted to student teaching within the integrated program, the candidate shall have achieved a passing score on any California Subject Examination for Teachers that is required for the credential sought, or satisfactorily completed a subject matter program appropriate to the credential and approved by the CTC.

D. A campus may admit a candidate to a teacher education basic credential program as an exception when the candidate has not met one or more of the requirements but the candidate possesses compensating strengths in other required areas. A campus may grant exceptions that are conditioned on satisfaction of requirements within a specified time period. (Exceptions to the requirement for taking a basic skills test approved by the CTC are not allowed.) The campus shall limit the number of exceptional admissions to teacher education programs in the current year to a number no greater than 15 percent of those regularly admitted to the campus teacher education program in the current or previous year.

E. A candidate who has been determined by a campus to meet the minimum standards for entrance to a teacher education basic credential program, and has not yet begun that program, shall be considered to be eligible for admission to a basic credential program of the same type that is offered by any other California State University campus and that is not impacted pursuant to Sections 40650 and 40651 of Title V, *California Code of Regulations.*

A candidate who has enrolled in a teacher education basic credential program and then wishes to then enroll in a program of the same type at another California State University campus must provide evidence of being in good standing in the program of first enrollment.

F. To be admitted to the student teaching experience of a multiple subject credential program, a single subject credential program, or a Level I-basic education specialist credential program, a candidate shall have met all student teaching entrance requirements imposed by law and by CTC standards.

II. Applicability of These Requirements

The requirements in Section I of this Executive Order shall be in effect for candidates applying to enter a teacher education basic credential program in fall 2008 or later. A campus may put these requirements into effect for candidates applying to enter a teacher education basic credential program in the summer 2008 term, if the campus president determines to do so.

III. Subject Matter Competence

Consistent with options established by the CTC, each campus shall accept the following as sufficient evidence of the subject matter competence of an entrant to a teacher education basic credential program:

- completion of an appropriate, currently CTC-approved subject matter program or
- a passing score on the appropriate CTC-approved subject matter examination.

IV. Transfer of Community College Credit to Teacher Education Basic Credential Programs

Up to six semester units in education courses taken in a community college may be applied toward the professional preparation requirements of a teacher education basic credential program. These units may also be applied, where appropriate, toward a baccalaureate degree.

Charles B. Reed, Chancellor

Dated: March 20, 2008