May 3, 2012

MEMORANDUM

TO: CSU Presidents

FROM: Charles B. Reed
Chancellor

SUBJECT: Teacher Education Preliminary Credential Programs
Executive Order 1077

The attached Executive Order 1077 establishes standards for entrance to and
continuation in teacher education preliminary credential programs. It supersedes
Executive Order 1032, and is intended to implement the policies in Title 5, sections
40409 and 41100 to 41103, as amended by the Board of Trustees in July 2000.
It establishes standards for admission to teacher education preliminary credential
programs and for entrance to a student teaching experience, addresses the evaluation
of subject matter competence for an entrant to a teacher education preliminary
credential program, and notes a limitation on the transfer of community college
credit in education to a teacher education preliminary 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 preliminary
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/bly

Attachment

c: CSU Academic Council
   CSU Deans of Education
   Executive Staff, Office of the Chancellor
I. Admission to Teacher Education Preliminary Credential Programs

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

1. The candidate shall have met the criteria established in Sections 41001 through 41002 of Title 5, 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 obtained a certificate of clearance as evidence of having undergone the fingerprint and character and identification process required by the CTC;

9. The candidate shall have demonstrated subject matter competency by the means appropriate to the preliminary 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 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; and

10. 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 preliminary multiple subject credential, a single subject credential, or an education specialist credential, a candidate shall have met all of 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 CTC;
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; and

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 preliminary multiple subject credential, a single subject credential, or an education specialist credential, a candidate shall have met all of 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 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 obtained a certificate of clearance as evidence of having undergone the fingerprint and character and identification process required by the CTC;

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

11. 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 preliminary 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 academic year to a number no greater than 15 percent of
those regularly admitted to the campus teacher education program in the current
or previous academic year.

E. A candidate who has been determined by a campus to meet the minimum
standards for entrance to a teacher education preliminary credential program, and
has not yet begun that program, shall be considered to be eligible for admission to
a preliminary 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 5, California Code of Regulations. A candidate, who
has enrolled in a teacher education preliminary credential program and then
wishes to 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 preliminary multiple
subject credential program, a single subject credential program, or an 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 preliminary credential program in fall 2012 or later.
A campus may put these requirements into effect for candidates applying to enter a
teacher education preliminary credential program in the summer 2012 term, if the campus
president determines to do so.

III. Subject Matter Competence

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

A. Completion of an appropriate, currently CTC-approved subject matter program;
or

B. A passing score on the appropriate CTC-approved subject matter examination.

A comparison and analysis of student transcripts from a non-CSU, non CTC-approved
subject matter program shall not satisfy the CSU requirement for certifying subject matter
competence.
IV. Recommendation for Teacher Credentials

CSU campuses shall recommend to the state of California only those candidates who have satisfactorily completed the appropriate approved CSU professional preparation program for teaching credentials or other educational credentials.

A. The conveyance of a “courtesy recommend” to the CTC shall not be granted by CSU campuses. This practice, defined as granting program or subject matter completion by comparison of transcripts from a non-approved, non-CSU program to an approved CSU program, shall not be allowed.

B. When warranted by the circumstances of an individual case, the appropriate campus authority may grant a courtesy recommendation as an exception. The campus shall limit the number of exceptions to no greater than five percent of the number of students recommended to the campus teacher education program in the current or previous academic year.

V. Transfer of Community College Credit to Teacher Education Preliminary Credential Programs

No more than six semester units (nine quarter units) in education courses taken in a community college may be applied toward the baccalaureate degree or to the professional preparation requirements of a teacher education preliminary credential program.

Charles B. Reed, Chancellor

Dated: May 3, 2012