

Intern Credential Spreadsheet: Multiple Subjects/Single Subject

A	B	C	D	E	F	G	H	I	J	K	L
D NUMB	NAME	BA transcr	CBEST	COC	CSET	APK	PRE-SERVIC	US CONSTITUTIO	EMPLOYMEN	EMPLOYMEN	STATEMENT C
									VERIFICATION	OFFER LETTER	RELEASE
		x	x	5.1.23	PE	N/A	P	CSU	x	x	x
		x	x	7.1.19	MS waiver	N/A	P	CSU	x	x	x
		x	x	9.1.18	Earth Science	Secondary	P	exam	x	x	x
		x	x	9.1.19	MS	N/A	P	Am Gov	x	x	x
		x	x	12.1.22	English (Waiver)	N/A	P	CSU	x	x	x
		x	x	12.1.23	Music	N/A	W	CSU	x	x	x

Key to Spreadsheet Headers:

BA Transcript: Official Undergraduate Transcript showing Bachelor’s degree posted

CBEST: Basic Skills requirement fulfilled through passing score on CBEST or other CTC-approved examination

COC: Certificate of Clearance from CTC or valid permit, expiration date recorded. Certificate of Clearance or permit must be valid at the time of recommendation

CSET: Passing scores on subject-specific Subtests for CSET or valid waiver letter from CTC-approved subject matter preparation program, signed by Credential Analyst

APK: Confirmation of passing scores on Assessment of Professional Knowledge, Elementary for Multiple Subject candidates or Secondary for Single Subject candidates. Applies to Early Completion Option (ECO) candidates only. Requirement does not apply to candidates in the Standard Intern program, indicated by “N/A” (not applicable).

Preservice: Fulfillment of Preservice is indicated with “P” if the candidate took EDU6003 (Preservice) at Alliant or W if the candidate submitted a Preservice waiver. Waivers are verified by an administrator who supervised a candidate for a minimum of two years as teacher of record in a California school within the last three years. Candidates who hold a prior California Preliminary or Clear teaching credential can use that to fulfill the Preservice requirement.

US Constitution: Fulfillment of US Constitution is indicated by CSU, if the candidate holds an undergrad degree from a California State University, “exam” if the candidate submitted a certificate of completion for the US Constitution exam online

(www.usconstitutionexam.com), or an abbreviated course name from the undergrad transcript that a Credentials Analyst has verified covers the principles and creation of the US Constitution.

Job offer: Candidate has submitted a copy of a job offer letter or contract from a school district, charter organization, or non-public school verifying employment

Employment Verification Form: Candidate submits a form completed by the employer that verifies their employment, subject area, and name and contact information for a district support provider.

Statement of Release form: Candidate submits a signed form indicating the granting of permission to Alliant to release pertinent information about enrollment status and continuing eligibility and the use of transcripts when submitting an application to CCTC.