



# WELCOME

Student Teaching Pathway  
Credentialing Orientation

# Credential Department Staff

- Erika Albarran, Credential Analyst
- Jerricia Hannah, Credential Analyst
- Carmy Preston, Accreditation Liaison Officer

## Special Guest

- Jaime Pelegrin, Student Teacher Placement Lead & edTPA Coordinator

# Orientation Agenda

- General Information
- Clinical Practice I Clearance
- Clinical Practice III Clearance
- Preliminary Credential Recommendation Requirements
- Questions
  - *Please type your questions in the chat.*
  - Please include your name and program with your question.
  - We will answer questions at the end.
  - **Per FERPA, any questions specific to your personal situation cannot be answered in this meeting.** → Please direct these to your assigned Credential Analyst via email.

# Who is your Credential Analyst?

Program Track	Credential Analyst
Education Specialist Mild/Moderate Disabilities	Jerricia Hannah <a href="mailto:jerricia.Hannah@alliant.edu">jerricia.Hannah@alliant.edu</a>
Multiple Subject	Erika Albarran <a href="mailto:erika.albarran@alliant.edu">erika.albarran@alliant.edu</a>
Single Subject	Erika Albarran <a href="mailto:erika.albarran@alliant.edu">erika.albarran@alliant.edu</a>

# General Information

## ◦ Alliant Email via Outlook

- All email correspondence during your program must be through your Alliant student email.
- The Alliant Student Email is through the Microsoft Outlook platform.
- Your valid email address will end with "@alliant.edu."
- DO NOT send correspondence via your personal or work emails.
- Download the Microsoft Outlook App on your phone or electronic device so that you do not miss important updates from your program.

# General Information

- Important Documents:
  - Welcome Letter
  - Student Teaching Packet

**PLEASE BE ADVISED:**

*Make it a habit of reading all items received from Alliant Staff in full.*

*Failure to fully read these important documents or emails from your Credential Analyst may result in a delay of your progression in the program and your credential recommendation.*

# General Information

## What is Clinical Practice?

- Four (4) courses that span over four (4) terms during the academic year (August - May)
- These are designed to immerse candidates into the learning community and provide opportunities to develop professional skills.
- In order to begin each phase of Clinical Practice, candidates must receive clearance from their Credential Analyst.

# General Information

## What is Clinical Practice? Continued . . .

- Phase 1: Clinical Practice I/II – Guided Classroom Observations
  - Schedule determined between Cooperating Teacher and Student Teacher Candidate
- Phase 2: Clinical Practice III/IV – Student Teaching
  - Full-time (bell-to-bell)

**IMPORTANT:** As a Student Teacher Candidate, all earned hours are **UNPAID**



# Clinical Practice Clearance

- What is Clinical Practice Clearance?

# Clinical Practice I Clearance Items

- **Pre-requisite Coursework:**
  - Passing grade in EDU 62030 Professional Learning & Practice
    - Be sure to sign your *Assurance Form* and complete your *Professional Disposition Form* during this course. Submit a copy of each to your Credential Analyst.
  - Passing grade in EDU 62040 Educational Foundations
- **Certificate of Clearance** from the CTC
- **Negative TB Test**
  - Must be valid and taken within the last 3 years
- **Official Undergraduate Transcripts** showing conferral of a baccalaureate degree
- **U.S. Constitution Requirement** fulfilled by [one of the following](#): 1) graduating from a CSU (UC is not applicable), 2) qualifying US Constitution Course, or 3) Exam
- **Basic Skills Requirement:**
  - Basic Skills Requirement is required for program completion and can be met via one of the [approved expanded options presented by CTC](#).
- **Acknowledgement Form & Statement of Release:** Requires candidate signature.
- **Good Academic Standing:** 3.0 GPA & No holds on account
- **Active MOU**
  - Verification of a [current MOU](#) between Alliant and school or school district

**READING REMINDER:** All of this information is also included in your Welcome Email / Student Teaching Packet

# Clinical Practice Clearance

- What are the Clinical Practice Clearance deadlines?
  - May Term (T2205): *Clinical Practice Not Offered*
  - June/July (T2201): *Clinical Practice Not Offered*
  - August Term (T2208): **August 15, 2022**
  - October Term (T2210): **October 10, 2022**
  - January Term (T2301): **January 3, 2023**
  - March Term (T2303): **February 27, 2023**

# Clinical Practice Clearance

When submitting documents for clearance:

- 1) Email documents directly to your Credential Analyst from your Alliant Student email, or
- 2) Submit on Student Portal
  - You must let your Credential Analyst know if/when you submit your documents through the Portal.
  - Email your Credential Analyst as soon as you submit a document through the Portal.

# Clinical Practice I Clearance

Review of the Clearance Items in detail . . .

# Pre-Requisite Coursework

## Pass EDU62030 Professional Learning and Practice

- This is the first course you should be registered for by your Academic Advisor
- Please be sure to sign the *Assurance Form* and complete the *Professional Disposition Checklist Form* required in this course
- This course is often paired with EDU62040

## Pass EDU62040 Educational Foundations

- This is the second course you should be registered for by your Academic Advisor
- This course is often paired with EDU62030.

# Certificate of Clearance

- The Certificate of Clearance (COC) is a document issued by the Commission to an individual who has completed the Commission's fingerprint character and identification process, whose moral and professional fitness has been shown to meet the standards as established by law.
- The COC is not the same as a clear teaching or services credential.
- The COC does not authorize the holder to provide any instruction or services in schools.
- The sole purpose of the COC is to provide verification that the holder has completed a professional fitness review.

# Certificate of Clearance (Cont.)

- This is a very specific type of clearance required of all Alliant candidates
- Short Term Staff Permits (STSP) / Provisional Internship Permits (PIP) do not meet this requirement
- [Certificate of Clearance Process](#):
  - Live Scan ([41-LS Form](#) from CTC)
  - Online Application on CTC website
  - Fee required by CTC

When your clearance is granted, the CTC will notify you via email.

Please forward that email directly to your Credential Analyst.

**PLEASE NOTE:**

Your Certificate of Clearance **MUST** be granted by CTC and submitted to your Credential Analyst **PRIOR** to the start of your Second Term in the program.



# Negative TB Test

- You must provide documentation that a negative TB test was administered within 3 years of the start date of your Clinical Practice I course.
  - A TB *Risk Assessment* is NOT the same as a TB Test. Only TB TESTS will be accepted.
  - Alliant must ensure that the results are recent and remain current for the duration of your Clinical Practice I - IV (from the start of Guided Classroom Observation through the end of Student Teaching).
- Guided Classroom Observation and Student Teaching school sites may request to see a copy of a negative TB test result, so be sure to keep a copy for your personal records.

# Official Undergraduate Transcripts

- Usually obtained during Admissions

# U.S. Constitution

- BA/BS degrees granted by the California State University (CSU) system
  - Automatically meets the U.S. Constitution requirement
  - Universities of California (UCs) do not satisfy the requirement by degree
- Qualifying Coursework:
  - Must cover the “provisions and principles of the US Constitution”
  - Must have obtained a minimum grade of “C” or better, a pass, credit, or satisfactory.
  - Must be a minimum of 2 semester units or 3 quarter units
  - If choosing to use coursework, please email your Credential Analyst with the following information for verification:
    - *Name of University in which the course was completed*
    - *Title of the course*
    - *Course Description from the university catalog*
- US Constitution Course or Exam
  - Link in the Student Teaching Packet

# Basic Skills Requirement

- Required at the point of Admissions

- This is currently postponed for those *entering* the program by June 30, 2022, due to the extension of the Executive Order.
- Those needing to utilize this extension must submit a signed *BSR Attestation Form*.
  - Candidates will only be able to use this form if they have been *directly affected by COVID-19 "due to testing center closures or capacity issues."*

- Options for meeting BSR

Candidates must meet one of the following newly expanded options per AB 130:

- **Exam Option:** Passing a qualifying examination
- **Coursework Option:** Completion of qualifying coursework
- **Combination Option:** Combination of qualifying exam and qualifying coursework

# Acknowledgement & Statement of Release Form

- Located in the *Welcome Email* sent by your Credential Analyst
- Please sign and send the form to your Credential Analyst via your Alliant Student Email

# Good Academic Standing

- At least a 3.0 GPA
- All financial holds must be resolved

# MOU (Memorandum of Understanding)

- As a Student Teacher, you are required to locate your own observations for CP I/II.
- Your observation site must be listed on the [current MOU list](#)
- **Can candidates establish a new MOU for CP I and CP II?**
  - No, new MOUs are not eligible for Clinical Practice I & II.

# Clinical Practice III Clearance

Review of the Clearance Items in detail . . .



# Clinical Practice III Clearance Items

- Passing grades in Clinical Practice I and II
- Subject Matter Competency Requirement

- Options for meeting SMC

Candidates must meet one of the following newly expanded options per *AB 130*:

- **Exam Option:** Passing a qualifying CSET examination
- **Approved Subject Matter Preparation Program:** Complete a Commission-Approved subject matter preparation program
- **Academic Major:** Successful completion of an academic major in the directly qualifying subject matter area
- **Coursework Option:** Completion of qualifying coursework
- **Combination Option:** Combination of qualifying exam and qualifying coursework

# MOU (Memorandum of Understanding)

- Student Teachers will work with the *Alliant Placement Lead* to find an appropriate Student Teaching Placement for CP III and CP IV
- *Candidates cannot place themselves for CP III and CP IV.*
- CP Placement schools/districts must be listed on the [current MOU list](#)

# MOU (Memorandum of Understanding)

- Can candidates establish a new MOU for CP III and CP IV?
  - Yes; however, the request for a new MOU MUST **be completed no later** than the Add/Drop Deadline of the term **PRIOR TO THE START OF CLINICAL PRACTICE**.
    - *For example, if you plan to start Clinical Practice in your 4<sup>th</sup> term of the program, your MOU Request must be submitted no later than the Add/Drop Deadline of your 3<sup>rd</sup> term in the program.*
  - This is because establishing a new MOU can take up to 8 weeks (one full term) to complete.
  - **PLEASE NOTE:** This request process is only a *request* and we cannot guarantee that an MOU will be initiated. There are specific criteria that must be met in order to initiate an MOU with a district/school.

# Important Reminder: Alliant Email

**\* \* \* REMEMBER: Always check your Alliant Email \* \* \***

- It is extremely important that you correspond using *only your Alliant-issued email*.
- This Alliant email address functions through Microsoft Outlook, not the Alliant Portal or Canvas.
- If you have not already done so, please download the Outlook app on your phone/tablet/device and log in with your Alliant email address and password.
- This will ensure that you do not miss important messages from Alliant staff during your time in the program.

# Preliminary Credential Recommendation Requirements

- *All required program coursework complete/successfully passed*
- Minimum *3.0 GPA*
- *Zero tuition balance*
- *No Holds* on Account
- Executive Order Requirements: If not already received, the following will be required prior to Preliminary Credential Recommendation:
  - *BSR*
- Successful completion of *edTPAs* (Multiple Subject and Single Subject only)
- *CPR Certification* (MUST include authorization for Adult, Child, and Infant CPR)
- *Student Teacher Support Hours Log/ Verification of Hours Logs* from CP I, CP II, CP III, and CP IV
- Successful passage of *RICA* (Multiple Subject and Ed Specialist only)
- *Individual Development Plan (IDP)*
  - Required for ALL Candidates
  - Must be reviewed and signed off by the Clinical Practice Department

❖ *All the above items are required before the final credential recommendation can be submitted to the Commission on Teacher Credentialing. Should any of the above be outstanding, candidates will be required to enroll in Advanced Mentoring (1 unit and an out-of-pocket expense) until all program and state requirements have been met.*

# Questions

- Please type your questions in the chat.
- Please include your name and program track (Education Specialist, Multiple Subject, or Single Subject) with your question.
- **REMINDER: Per FERPA, any questions specific to your personal situation cannot be answered in this meeting.**
  - Please direct these specific questions to your assigned Credential Analyst via email.
  - Please allow 1-2 business days for a response

Program Track	Credential Analyst
Education Specialist Mild/Moderate Disabilities	Jerricia Hannah <a href="mailto:jerricia.Hannah@alliant.edu">jerricia.Hannah@alliant.edu</a>
Multiple Subject	Erika Albarran <a href="mailto:erika.albarran@alliant.edu">erika.albarran@alliant.edu</a>
Single Subject	Erika Albarran <a href="mailto:erika.albarran@alliant.edu">erika.albarran@alliant.edu</a>