SJSU SAN JOSÉ STATE UNIVERSITY

Connie L. Lurie
College of Education
Credential Services

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Terms and Definition of Credential Requirements

Basic Skills Requirement (BSR) – CBEST exam score report or verification of meeting BSR through another exam and/or coursework approved by the Credentials Office. If your BSR was approved by the Credentials Office, you do not need to resubmit it. If you received a conditional approval, you will need to submit the outstanding documents at the time of submitting your application.

CalTPA – Submit a copy of your CalTPA score report. If you completed PACT, contact the Teacher Education Office for assistance at teacher-education@sjsu.edu. Students in the the Education Specialist Credential Program (Mild Moderate, Moderate Severe, or Early Childhood Special Education) prior to Summer 2022 are not required to complete the CalTPA.

CERTIFICATE OF CLEARANCE – Must be valid at the time of application. Emergency Permits are acceptable as long as they are valid at the time of filing. You are not required to submit verification; however, we will verify your certificate of clearance or emergency permit during the evaluation process.

CPR – Certification must include **Infant, Child and Adult CPR** and must be valid at the time of applying. Check our website for approved courses. If you plan to complete a different course other than the ones listed on our website, please check with us for approval prior to registering for the course.

PROGRAM PLANNING GUIDE/CONTRACT – This form is issued by your program department. It lists all of required coursework for your credential program. Course substitutions must be indicated on this form.

RICA: RICA is only required for Multiple Subject and Special Education (MMD, MSD, MSN, ESN, and ECSE*) candidates.
*ECSE candidates enrolled beginning Summer 2022 are required to pass RICA under the new standards.

BILINGUAL AUTHORIZATION/SPANISH: Multiple and Single Subject candidates adding on this authorization must have verification of passing the CSET LOTE III exam (147). Single Subject/Spanish candidates enrolled in the Bilingual Authorization Program are exempt from this requirement through their SMC requirement.

SUBJECT MATTER COMPETENCY: Submit a copy of your CSET score report or Subject Matter Competency Report or SMC Wavier Letter. Candidates who completed a SMC program at another institution are required to submit an SMC Wavier Letter signed by that intuition.

TECHNOLOGY LEVEL 1 – Students enrolled in the Multiple or Single Subject credential program are required to complete the Google Educator Level I Certificate AND *Digital Citizenship Training Certificate. *The Digital Citizenship Training Certificate is NOT required if you completed EDTE 246/260 in F18 or later as it was embedded in the coursework beginning F18. Students enrolled in the Special Education credential programs are required to complete EDSE 241.

TRANSCRIPTS: You are not required to submit any transcripts unless we are unable to access your transcripts through the SJSU document database. In the event that we are unable to access your transcripts, you may be required to submit official transcripts. If required, official electronic transcripts must be sent from the institution directly to us at credentials@sjsu.edu. If electronic transcripts are not an option, you may send an official set of official transcripts to Credential Services by postal mail.

Verification of Bachelors/Higher Degree from another Country – Individuals who received their bachelor's or higher degree outside of the U.S. must submit foreign transcript evaluation verifying their degree is U.S. equivalent. If you submitted an documentation of the transcripts evaluation when you applied to SJSU, we will access it from the document database. You may be required to submit an official copy in the event we are unable to access them.

U.S. CONSTITUTION - This requirement may be satisfied by ONE of the following 3 options:

1. CSU graduate/verified by degree posted on transcripts; OR
2. Approved Test; OR
3. Equivalent Course (official transcripts required) with grade of C or better. This option must be approved by theCredentials Office. To submit a request for an evaluation of a course, visit the Credentials Services Office website for instructions.