



Department of Special Education
Connie L. Lurie College of Education, San Jose State University
Sweeney Hall 204, One Washington Square,
San Jose, CA 95192-0078
(408) 924-3700

Department Application Education Specialist Instruction Preliminary Credential

Instructions: Complete this application to apply for the Credential Program. Submit to the Special Education Department Office, Sweeney Hall 204 or mail to the address above.

Decisions regarding your admission to the Program will be made following your admission to the University. If you are denied admission, you may appeal to the Program Coordinator.

Term Applying For: Fall Spring Year: 20_____

Have you previously applied to this Department? Yes No

If yes, when? _____ SJSU ID Number: _____
(Semester, Year)

Applicant Information: *Please Type or Print Clearly*

Last Name: _____ First Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Country: _____

Daytime Number: (_____) _____ Date of Birth: _____

Email Address: _____

Credential Objective: *Check One Only*

- Mild-Moderate Disabilities Program
- Moderate-Severe Disabilities Program
- Early Childhood Special Education Program
- Concurrent Teaching Credential Program: *Check One Only*
 - Preliminary Education Specialist Mild to Moderate and Multiple Subject credentials
 - Preliminary Education Specialist Mild to Moderate and Single Subject credentials

Do you want to be considered for an internship? Yes No

If Yes, do you have an offer of employment? Yes No
If Yes, you must also complete and submit additional Intern Applicant documents.

Department Application

Education Specialist Instruction Preliminary Credential

(continued)

Do you hold a general education credential? Yes No

If yes, what type? _____ Expires: _____
Please attach a copy of your credential (available on CTC website)

You have included the following documents:

- Pre-Professional Experience Form
- Dispositions Evaluation
- Statement of Purpose
- Resume
- Plagiarism Tutorial Form & Copy of Quiz Score 90% or higher
- Three (3) Letters of Recommendation **with** Recommendation Form. How many included? _____

Recommender	Position	Date Sent (if not included)

- Copy of passing CBEST scores
- Copy of Certificate of Clearance (issued through the California Commission on Teacher Credentialing)
- U.S. Constitution Requirement (waived for CSU graduates)
- Proof of Subject Matter Competency: *Please indicate how you meet this requirement.*
 - Multiple Subject CSET Date Met: _____
 - Single Subject CSET
 Subject: _____ Date Met: _____
 - (ECSE Only) 6-9 Units of Child Development Courses: *Submit transcripts(s)*
 - Course: _____ Term: _____
 - Course: _____ Term: _____
 - Course: _____ Term: _____
 - Other: _____

My signature below verifies that I am the candidate listed on this Department Application applying for admission to the Department of Special Education at San Jose State University. I understand that the Department's consideration for my admission is contingent upon, but not limited to, successful submission of the all the required documents as outlined above, by the department deadline.

Candidate's Signature

Date



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Pre-Professional Experience Requirement Form

All candidates are required to have at least 50 hours of experience working with children or youth, preferably in an educational environment. Use this form to document your pre-professional experience.

 Candidate's Last Name First Name

 Name of School/Program School District/Program

 Candidate's Position Dates of Service

Describe the nature of the pre-professional experience: _____

Please have a supervisor, administrator, manager or Human Resource Department read through and verify the abovementioned professional experience.

Supervisor/HR Verification:

I certify that the above named Candidate served successfully for a minimum of 50 hours in an instructional capacity in the school or program specified above during the dates of service indicated.

 Supervisor/HR **Print Name** Position

 Email Address ()
Telephone Number

 Supervisor/HR **Signature** Date



Dispositions Evaluation

Candidate's Last Name

First Name

Candidates are expected to hold *professional attitudes, values and beliefs that support student learning and development* with the potential to *create caring and supportive learning environments*. (NCATE Unit Standards; 2008)

All students are evaluated on several occasions throughout the program and are expected to demonstrate behaviors that are indicative of the following dispositions characteristic of effective educators. Please evaluate your dispositions expected in the program by placing a check mark in the appropriate columns.

The Candidate shows a disposition toward and commitment to each of the following:

Reflective Practitioner	Application Self-Evaluation	
	Yes	No
Professional Ethics The candidate adheres to standards of ethical conduct including academic integrity and confidentiality.		
Collaboration The candidate interacts effectively with colleagues and other adults and collaborates effectively during group activities.		
Commitment to Teaching The candidate values the profession of teaching. He or she exhibits a positive attitude and comments toward schools, teaching, students and parents.		
Emotional Maturity The candidate responds to frustration and stress appropriately.		
Professional Demeanor & Responsibility The candidate is prompt, is not unnecessarily absent, notifies appropriate individuals when absence is necessary, completes assignments on time,		
The candidate dresses appropriately for the situation, maintains appropriate hygiene and wears appropriate attire for teachers in the school during practicum and internships.		
The candidate is poised and professional in his or her demeanor.		
The candidate reports is flexible and is able to make adjustments to changing student needs and circumstances.		
Professional Feedback The candidate is receptive and responsive to professional feedback incorporating suggestions into practice.		
Self-Reflection The candidate reflects on and evaluates his or her own behavior and work, considers multiple perspectives of his or her own performance and recognizes his or her own difficulties or deficiencies and develops potential solutions.		

Dispositions Evaluation (continued)

Candidate's Last Name

First Name

Multicultural and Democracy	Application Self-Evaluation	
	Yes	No
Student Focus The candidate demonstrates respect for students as valued and unique individuals.		
Commitment to Diversity The candidate respects children and adults of varied cultural backgrounds, ethnicities, religions, sexual orientations, social classes, abilities, political beliefs and disabilities.		

Love of Learning & Strong Foundation of Knowledge	Application Self-Evaluation	
	Yes	No
Problem Solving The candidate is an active and effective problem solver in courses and in school.		
Commitment to Learning The candidate indicates a curiosity and interest in learning more about students and content areas.		
The candidate seeks out and takes advantage of opportunities for professional growth beyond the minimum expectations of what is required in classes.		

Adapted from University of Nevada, Reno; College of Education – CH; 3/1/08; revised J.Chang.spring.08; revised CH.8.25.08

I have read and am aware of the dispositions and expectations regarding them upon applying to the Department of Special Education. I understand that I must adequately and consistently demonstrate these dispositions in order to maintain good standing in my Education Specialist Credential Program or MA Program at San Jose State University.

Failure to meet any of the abovementioned dispositions puts me at risk for disqualification from the Department of Special Education Program. This may include a referral to the Department of Special Education's Student Review Committee where a determination about my future in the program will be made and discussed with me.

If it is determined that I am disqualified from the program, I understand that I can appeal this decision by writing a letter to the Department Chair that provides rationale for the appeal. This will be referred to the Student Review Committee for review and for a determination about the actions as a result of the appeal.

Candidate's Signature

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Plagiarism Tutorial and Test

All candidates must complete the SJSU plagiarism tutorial and test prior to submitting the Department application. Please follow the directions below.

1. Read San Jose State University's policy on Academic Integrity.
<http://www.sjsu.edu/senate/S07-2.htm>
2. Complete the tutorial and test found on the following link:
<http://tutorials.sjlibrary.org/tutorial/plagiarism/index.htm>
3. Click on *SJSU Students - First Time* and register.
4. Go through and complete the tutorial and pass with a 90% or better.
5. Print a copy of the score and attach to application packet.

I have completed the Tutorial, understand what plagiarism is, and agree to follow the policy regarding plagiarism. A printed copy of my score is attached.

Candidate's Signature

Date



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Recommendation Form

Education Specialist Instruction Preliminary Credential

Candidate's Name: _____
Print Last Name First

The candidate named above is applying for admission to the Special Education Credential Program at San Jose State University.

1. Please write a letter (on School or District letterhead, if applicable) that highlights this candidate's strengths and experiences related to teaching and working with students with diverse learning strengths and styles.
2. Using the Recommendation Form, provide information about this candidate's skills, knowledge, and dispositions as a potential special educator.
3. Please provide the requested information about yourself below.
4. Submit your written letter of recommendation attached to this Recommendation Form.

Your recommendation letter and comments on this form will help us to better evaluate this candidate's application. We sincerely thank you for your time and cooperation.

Print Your Full Name

Your Position (Job Title, Employing Agency)

Work Address

(_____) _____
Area Code Telephone Number Email Address

For Special Education Office Use Only

Score: **/30 points**



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Print Last Name First

The candidate named above is applying for admission to the Special Education Credential Program at San Jose State University. Please give us information about this candidate's skills, knowledge, and dispositions as a potential special educator, and return completed form along with your written letter of recommendation.

If a behavior has not been observed, circle Not Observed (N/O).

7. To what degree does the candidate have the potential *to master the knowledge base* required to be an effective special educator?

1	2	3	4	5	N/O
Inadequate	Weak	Satisfactory	Strong	Outstanding	

8. To what degree does the candidate show an ability *to learn and demonstrate the skills* necessary to be an effective special educator?

1	2	3	4	5	N/O
Inadequate	Weak	Satisfactory	Strong	Outstanding	

9. To what degree does the candidate show a *commitment to ethical conduct* (honesty, fairness, responsibility, compassion, collaboration, and collegiality)?

1	2	3	4	5	N/O
Inadequate	Weak	Satisfactory	Strong	Outstanding	

10. To what degree does the candidate show a *commitment to equity and social justice* (recognition of and opposition to social injustice in themselves, their institutions and professional environments)?

1	2	3	4	5	N/O
Inadequate	Weak	Satisfactory	Strong	Outstanding	

11. To what degree does the candidate show a *commitment to reflective practice and life long learning* (the candidate systematically and regularly reflects on practice with an aim toward improvement)?

1	2	3	4	5	N/O
Inadequate	Weak	Satisfactory	Strong	Outstanding	

12. To what degree does the candidate demonstrate *the belief that every person can learn to use his/her heart and mind well* (candidate values diversity and accepts responsibility to facilitate learning for all students)?

1	2	3	4	5	N/O
Inadequate	Weak	Satisfactory	Strong	Outstanding	

Recommender Signature

Date



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Print Last Name First

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U.S. Constitution Requirement

California law requires that all teachers pass a course in the U.S. Constitution before being issued a credential. This requirement can be fulfilled by taking an approved college level course(s) or by passing an approved exam. CSU Graduates are waived this component.

Please indicate how you have fulfilled this requirement below:

I am a CSU Graduate.

CSU: _____ Graduation Date: _____

I have taken this course at another institution.

Attached is an approved copy of the U.S. Constitution Requirement Verification form, evaluated and signed by a credential analyst from the SJSU Credentials Office.
(Visit the credentials website: http://www.sjsu.edu/education/departments/cred_office/ or email credentials@sjsu.edu to obtain this form)

I have taken and passed the U.S. Constitution Exam through the SJSU Testing Center.

Attached is a copy of my passing results. Date Taken: _____
(You may email test-office@sjsu.edu to schedule an exam)

Candidate's Signature

Date