

# ATTENTION STUDENTS!

New requirements have been implemented for the Division of Education Credential admissions process.

We strongly advise you to read through the application packet.

*Applicants will need to pass the CBEST exam prior to receiving schedule codes in August 2019.*

**SAN DIEGO STATE UNIVERSITY/IMPERIAL VALLEY  
DIVISION OF EDUCATION  
SINGLE SUBJECT SB 2042 CREDENTIAL APPLICATION PACKET**

In this packet, you will find most of the materials that you will need to apply for admission to the Division of Education Programs at San Diego State University/Imperial Valley. Please carefully review our program information and application procedures and allow yourself adequate time to gather the required application materials. Completion of the application materials with the corresponding stipulated requirements is a minimum criterion and does not ensure admission. Factors such as professional judgment of the Admissions and Retention Committee and date by which admission requirements are fully met may determine admission. An analytical essay and an oral interview are required as part of the process. In addition, please note that each student is responsible for knowing all of the rules and regulations outlined in the *Bulletin of the Graduate Division*. It is highly recommended that each student meet with the program advisor, prior to applying to our program.

APPLICATION FILING PERIODS:            Fall admission: February- March  
   Spring admission: September- October

Although candidates may submit applications at any time during the application period, early submission of complete application packets is encouraged to facilitate the faculty review process. Departmental applications may be accepted after the deadline on a case by case basis. Incomplete applications will not be accepted, with the exception of pending test scores (see "Exams"), transcripts, and letters of recommendations being sent directly to the Division of Education. All outstanding items must be received by the Division of Education for applications to be considered for admission (degree postings and pre-requisite grades may be pending).

APPLICATION MATERIALS:

Your application and all required materials must be submitted as a packet in the designated order to the Division of Education (in WF 169 or WF 179) during regular office hours or by registered mail. You must initial one box in each section on the departmental application as evidence that you have provided, or are in the process of providing the required materials.

If you prefer to submit your application materials by mail, please send all materials via "Registered Mail, Return Receipt Requested" to ensure receipt and filing date. The Division of Education office will assume no responsibility for receipt of mailed materials sent without such a request. Please include your \$25.00 application fee as a personal check, cashier's check or money order only payable to SDSU. The Division of Education will not accept cash or credit/debt cards.

Factors contributing to the overall quality of the application's presentation, such as neatness, clarity, and thoroughness are important components in the faculty's evaluation and review of each application.

UNIVERSITY ADMISSION:

You must submit a separate CSU Graduate/Post-baccalaureate application to be admitted to San Diego State University as a post-baccalaureate or graduate student. CSU Graduate/Post-baccalaureate applications are available online at <https://www2.calstate.edu/apply>. Appropriate application fees must be submitted. **Online Application not required for Spring Admissions.**

It is your responsibility to read and review SDSU's *Bulletin of the Graduate Division* for details on university policies, requirements, course descriptions, and listing of fees. You may obtain a copy of the *Bulletin of the Graduate Division* from the SDSU Aztec Bookstore (760) 768-5574 or view it online at <http://www.ivcampus.sdsu.edu/information/catalog/>

## TESTING REQUIREMENTS:

Basic Skills: Basic skills competency as demonstrated through passing scores on the California Basic Educational Skills Test (CBEST) or the California Subject Examination for Teachers (CSET) with writing component or other CTC approved Basic Skills Examinations See the credential analyst, Betty Wong, for further information options for meeting the basic skills requirement.

CBEST: Applicants are REQUIRED to submit a photocopy of passed or attempted score reports for CBEST along with the admission program application. The Basic Skills requirement needs to be fulfilled prior to submitting a Student Teaching Application.

CSET Exams for Single Subject: If you did not complete an approved single subject waiver program through a California college or university, you will need to take the appropriate CSET Exam. Candidates are REQUIRED to submit passed or attempted score reports along with a Student Teaching Application. No applications will be processed without any passing CSET score reports. Once the Student Teaching Application has been submitted, candidates will be given a pending item deadline for any pending CSET test scores.

If you completed an approved single subject waiver program through a California college or university, you are required to submit an official Waiver form clearing you of the CSET requirement.

Applicants are required to submit a photocopy of Basic Skills and CSET attempted score reports along with your application. Applicants can be conditionally admitted prior to passing requisite exams, however, candidates cannot continue with student teaching until all exams are passed and score reports have been submitted. **You are responsible for submitting a photocopy of your score reports directly to the Division of Education in a timely manner.** Scores reported to SDSU through the testing agency are in roster format for research purposes only, and will not be used for your individual file at the Division of Education.

NEXT STEPS:

Once your applications are received, they will be processed by the Division of Education office. If your file is complete, it will be reviewed by the members of the Admissions and Retention Committee. This process can take several weeks depending on the time of year. If your file is incomplete you will be sent an email outlining the missing documents/requirements. Once the Committee has reviewed your file, you will be sent a letter notifying you of your admission status to the program.

Candidates are responsible for assuring that all materials have been delivered to the Division of Education in a timely fashion for review by the Admissions & Retention Committee. An applicant will be eligible for program admission only when all required application materials have been received and approved.

INSTRUCTIONS FOR APPLYING:

1. Retain these first two pages for future reference.
2. Make a copy of your application and all accompanied materials for your records.
3. Submit your application to the Division of Education office in WF 169 or 179. When you submit your application to our office we will go through all the paperwork with you to make sure it is complete.

DIVISION OF EDUCATION

**Mailing Address:**

San Diego State University / Imperial Valley  
Division of Education  
ATTN: Betty Wong  
720 Heber Avenue  
Calexico, California 92231

**D.O.E. Administrative Assistant: Clarissa Teran**

Office: West Faculty Building, Room 179  
Phone: (760) 768-5512  
Fax: (760) 768-5529  
Email: [cteran@sdsu.edu](mailto:cteran@sdsu.edu)  
Website: <https://ivcampus.sdsu.edu/dae>

**D.O.E. Credential Analyst: Betty Wong**

Office: West Faculty Building, Room 169  
Phone: (760) 768-5551  
Email: [bwong@sdsu.edu](mailto:bwong@sdsu.edu)

**Walk-in/Office Hours:**

Monday – Friday 10:00 a.m. – 4:30 p.m.

**SDSU - IMPERIAL VALLEY  
DIVISION OF EDUCATION  
SINGLE SUBJECT SB 2042 CREDENTIAL PROGRAM APPLICATION**

Spring

Fall

(Submit to WF 169 or 179)

Year

**1. PERSONAL INFORMATION FORM** *(Please type or fill out electronically and print out)*

Should you change your address, phone number or email address during the application process or preparation program, you must notify both the Division of Education and the SDSU Office of the Registrar. Changing information with the Office of the Registrar does not change your record with the Division of Education.

**Legal  
Name**

FIRST

MIDDLE

LAST

**Red ID**

**DOB**

**Social Security #**

(If you have one)

**Gender**

**Ethnicity**

(Optional)

**All Former Names**

**Mailing Address**

STREET

CITY

STATE

ZIP

**Permanent Address**

STREET

CITY

STATE

ZIP

**Home Phone**

**Other Phone**

**E-mail Address**

**Teaching Subject**

**Area:**

Optional: Data on gender and ethnicity requested for statistical reporting purposes only.

Use appropriate ethnicity code listed.  
(See Supplemental Information)

Please acknowledge with your initials that the following items are attached to this application packet in the following order:

**2. BACHELOR'S DEGREE**

Name of institution granting bachelor's degree \_\_\_\_\_

Date degree was/will be granted \_\_\_\_\_ Major \_\_\_\_\_

If your bachelor's degree is pending at the time the application is submitted, you must provide an updated official transcript (unofficial from SDSU) with your degree posted for both the Division of Education and SDSU Graduate Admissions prior to the start of the credential program.

**3. TB TEST (Initial box below)**

State law requires that candidates verify that they do not have an active case of tuberculosis while participating on a school site. TB tests are valid for four years and must remain valid throughout the credential program.

I have attached a copy of verification of a negative TB test or chest x-ray from a private physician, HMO or other health agency from within the past 4 years.

**4. CERTIFICATE OF CLEARANCE (Initial one box below)**

All candidates are required to verify their personal and professional fitness for service in a public school through this state and federal review. (Excerpts from the Education Code regarding this clearance are listed toward the end of this application)

**Completed** - I have attached one of the following certificates/permits/credentials issued by the California Commission on Teacher Credentialing (CTC).

Print out of CTC web page showing the granting of my Certificate of Clearance (must be valid throughout program and at the time you apply for your credential).

A copy of my Emergency 30-Day Substitute Permit or printout from the CTC web page showing my permit as granted (must be valid throughout program and at the time you apply for your credential).

**In Progress** - I have applied on-line for a Certificate of Clearance directly to the CTC or have applied for an Emergency Permit at the County Office of Education. I have attached a confirmation page from the on-line CTC application (or County Office) as proof of submission. I understand that I will not be admitted to the program without the granting of this clearance.

**5. PROFESSIONAL LIABILITY INSURANCE (Initial box below)**

Protects your well-being and rights as a professional providing service for children in the public schools of California. San Diego State University matriculated students are provided with this insurance. Students can retrieve a copy at the following website.

(<http://bfa.sdsu.edu/financial/procurement/docs/SAFECLIP%20-%20201718%20Certificate.pdf>) or you may request a copy at the Division of Education.

**6. CBEST SCORES (Initial one box below)**

- Completed** - I have passed the CBEST. I have attached a photocopy of my full page test results, including scores.
- Completed** - I have attempted the CBEST MS plus Writing or other CTC approved basic skills exam. Results are attached.
- In Progress** - I am taking/have taken the basic skills exam on the following test date: \_\_\_\_\_ and am attaching verification of registration. I understand that my application cannot be reviewed without submission of passing or attempted test scores. I accept full responsibility for delivering/faxing/ mailing a photocopy of my test scores personally to the Division of Education when they are available.

**The CBEST exam must be passed by August 2019 in order to enroll in courses.**

**7. VERIFICATION OF SUBJECT MATTER COMPETENCY (by waiver or exam) (Initial one box below)**

**Waiver:**

- SDSU** - I have completed/am completing my subject matter competency program at SDSU and am attaching the signed "Advisor's Recommendation Form" with the original signature of the Single Subject Credential Advisor.
- Other University** - I have completed/am completing my approved subject matter competency program at another California Institution. I have attached the signed "Subject Matter Competency Verification Form" with the original signature of the **Credential Analyst** of that university.  
List university: \_\_\_\_\_

**CSET Exam:**

- Test Completed** - I have passed or attempted the required CSET examination and am attaching copies of my passing scores.
- Test In Progress** - I have taken/am taking the required CSET exams on the following date: \_\_\_\_\_ and am attaching verification of registration. **I accept full responsibility for delivering/faxing/ mailing a photocopy of my test scores personally to the Division of Education when available.**

**8. OFFICIAL COPIES OF TRANSCRIPTS (Initial all that apply)**

All candidates are responsible for reporting all universities attended, regardless of the amount of coursework completed at that institution, and provide transcripts for each school.

- SDSU** - I have ONLY attended San Diego State University as listed below. I am attaching one unofficial transcript from San Diego State University with this application. All applicants must provide official transcripts (in sealed envelopes) issued within the last year, from all U.S. colleges and universities attended.

Official transcripts should be sent to:  
Graduate Admissions Office  
San Diego State University  
5500 Campanile Drive  
San Diego, CA 92182-7416

- Other Colleges** - I have attended colleges and universities other than SDSU or in addition to SDSU as listed below. I understand that my application will not be reviewed until all official transcripts have been received by the Graduate Admission's Office.

LIST ALL COLLEGES/UNIVERSITIES ATTENDED	LOCATION (City, State)	TRANSCRIPT ATTACHED (Initial to confirm)	DATE REQUESTED (if not attached)

**9. GPA FOR PROGRAM ADMISSION** (*Initial one box below*)

**Meets GPA Min.** - My overall grade point average is at least 2.67 based on all baccalaureate and post-baccalaureate units attempted or at least 2.75 in the last 60 semester/90 quarter units attempted. It meets the minimum criterion for admission to the Division of Education Program.

**Below GPA Min.** - My overall grade point average is below the minimum GPA for admission to the Division of Education Program. I am attaching a completed "Petition for Special Consideration for Deficiency in Grade Point Average" (see supplemental information). I understand that completing the petition in no way guarantees admission to the program.

**10. PROFESSIONAL GOALS ESSAY** (*Initial box below*)

I am attaching my typed professional goals essay. I have typed my name in the upper right corner of each narrative page, stapling the pages together. My professional goals essay includes discussion of why you have chosen education as a future profession.

**11. TWO SIGNED LETTERS OF RECOMMENDATION** (*Initial box below*)

Both letters should be on letterhead stationery. If the letters are not on letterhead, the name, address, and phone number of the sender must be typed on the letter. Letters may be hand-carried and do not need to be confidential. Letters may be addressed to "Whom it May Concern" or to the "Division of Education."

I am attaching one signed letter of recommendation/reference by an individual who knows me well (but not related to me by blood or marriage) and who can comment directly on factors such as my qualifications for a teaching career in multicultural settings, my work/educational experience, my teaching/supervising experience, my personal character, or my potential for success as a teacher.

I am attaching one signed letter of recommendation/reference by a faculty/university professor in my subject major from my degree-granting institution who knows me well (but not related to me by blood or marriage) and who can comment directly on factors such as work done under their direction, my general special abilities, spirit of cooperation, and qualities of leadership.

**12. PREREQUISITE/CO-REQUISITE COURSE - Approved Health Course: Must be completed within 7 years of program entrance and be a grade of "Credit, C or better". (Initial one box below)**

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UNIVERSITY/COLLEGE	COURSE NUMBER/TITLE	TERM/YEAR
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If this course is not a recognized equivalent by the Division of Education, I am submitting for approval a "Request for Adjustment of Credential Requirements" form with a detailed course description or syllabus.

- Completed** - I have completed the prerequisite/co-requisite approved health course at SDSU or an equivalent course at another university.
- In Progress** - I am attaching verification of current enrollment in the prerequisite/co-requisite approved health course at SDSU or an approved equivalent course at another institution. I will provide an official transcript (unofficial from SDSU) to prove completion of the course prior to the start of the credential program.
- Future Enrollment**- I plan to enroll in this course on: Term \_\_\_\_\_ Year \_\_\_\_\_

**13. PREREQUISITE COURSE - ED 451 : Must be completed within 7 years of program entrance and be a grade of "Credit, C or better". (Initial one box below)**

ED 451

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UNIVERSITY	COURSE NUMBER/TITLE	TERM/YEAR
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If this course is not a recognized equivalent by the Division of Education, I am submitting for approval a "Request for Adjustment of Credential Requirements" form with a detailed course description or syllabus.

- Completed** - I have completed the prerequisite course ED 451 at SDSU or an equivalent course at another university.
- In Progress** - I am attaching verification of current enrollment in ED 451 at SDSU or an approved equivalent course at another institution. I will provide an official transcript (unofficial from SDSU) to prove completion of the course prior to the start of the credential program.
- Future Enrollment**- I plan to enroll in this course on: Term \_\_\_\_\_ Year \_\_\_\_\_

**14. PREREQUISITE COURSE - TE 303: Must be completed within 7 years of program entrance and be a grade of "Credit, C or better". (Initial one box below)**

TE 303

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UNIVERSITY	COURSE NUMBER/TITLE	TERM/YEAR
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If this course is not a recognized equivalent by the Division of Education, I am submitting for approval a "Request for Adjustment of Credential Requirements" form with a detailed course description or syllabus.

- Completed** - I have completed the prerequisite course TE 303 at SDSU.
- In Progress** - I am attaching verification of current enrollment in TE 303 at SDSU or an approved equivalent course at another institution. I will provide an official transcript (unofficial from SDSU) to prove completion of the course prior to the start of the credential program.

**Future Enrollment-** I plan to enroll in this course on: Term \_\_\_\_\_ Year \_\_\_\_\_

**15. U.S. CONSTITUTION REQUIREMENT (Initial one box below)**

**Completed** - I am a California State University (CSU) graduate.

**Completed** - I have met the U.S. Constitution requirement by taking the course listed below.

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UNIVERSITY	COURSE NUMBER/TITLE	TERM/YEAR
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**Not completed** - I have not yet met the U.S. Constitution requirement. I understand that I must fulfill this requirement prior to the completion of the Teacher Preparation Program and the issuance of a teaching credential.

**16. For SB2042 EL Credential, I have met the Foreign Language Requirement (Initial one box below)**

**Completed** - I have completed five semester units of foreign language. Verification via official transcript(s) is attached. (See Credential Analyst for approved options).

**Not completed** - I have not yet met the foreign language requirement. I understand that I must fulfill this requirement prior to student teaching.

**17. CPR REQUIREMENT (Initial one box below)**

**Completed** - I have completed a CPR training program that covers infant, child, and adult skills. I have attached a photocopy of my CPR card (both sides) issued by the training agency.

**Not completed** - I have not yet met the CPR requirement. I understand that I must fulfill this requirement prior to award of credential.

**18. APPLICATION PROCESSING FEE (Initial one box below)**

**Fee or receipt attached** - I am attaching the Application Fee Memorandum and a personal check, cashier's check or money order for \$25.00 payable to SDSU with this application. Or I have paid the fee online and attaching a receipt.

**Paid at Cashiers** - I have submitted my application-processing fee of \$25.00 directly to the SDSU University Cashier's office. I am attaching the stamped Application Fee Memorandum to my application as evidence of payment.

**19. APPLICATION TO THE UNIVERSITY (Initial one box below)**

**Current SDSU Graduate Student** - I verify that I am currently a SDSU student of post-baccalaureate or graduate standing. I am eligible for enrollment as a continuing student for next semester.

**New Applicant** - I have submitted a separate Graduate/Post-baccalaureate Application for admission to San Diego State University for next semester. I have attached a printout of the on-line confirmation page showing that my university application has been submitted. No new applicants are allowed for the Spring.

Confirmation #: \_\_\_\_\_

**PLEASE PHOTOCOPY YOUR ENTIRE APPLICATION PACKET FOR YOUR RECORDS.**

Materials submitted for purposes of admission and enrollment in a credential program become the property of the Division of Education. Under the Federal Family Educational Rights and Privacy Act, the Division of Education cannot return any application materials (unless you should decide not to attend) or make copies from your file once you have been admitted to the program. **Completion of the application materials with the corresponding stipulated requirements is a minimum criterion and does not ensure admission. Factors such as professional judgment of the Admissions and Retention Committee and date by which admission requirements are fully met may determine admission. An analytical essay and an oral interview are required as part of the process.**

**I have read and understand this entire packet. I certify that all statements, transcripts, and other information submitted with this application are true and correct.**

X

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Signature

Date

**SAN DIEGO STATE UNIVERSITY  
DIVISION OF EDUCATION  
APPLICATION PROCESSING FEE MEMORANDUM**

Memorandum

To: All Candidates for Credential Programs  
From: Credentials/ Advising Office, West Faculty 179  
RE: Credential Program Application Processing Fee

The Division of Education charges a \$25.00 non-refundable fee to file a program application. The following payment methods are available.

On Line Payment:

- Go to the Student Financial Services Web Site at [www.sdsu.edu/sfs](http://www.sdsu.edu/sfs)
- Select Student Account Services and Log in to your account using your WebPortal login information.
- Select Make Payment (at the top menu bar) if paying by Electronic Check. If paying by credit card, select the credit card option)
- Select SDSU Imperial Valley Menu and pay the fee
- Print out the receipt or email and submit it with your packet of Credential Program Application materials

Payment in person:

If you are paying in person, fill out this document and attach a personal check, and submit it with your application.

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Credential Program Application Fee Payment

Payment should be made payable to San Diego State University IV

Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Student Name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

San Diego State University Imperial Valley Attn: Division of Education 720 Heber Ave Calexico CA 92231
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**DIVISION OF EDUCATION  
SUBJECT MATTER COMPETENCY VERIFICATION FORM**

To be used **only** by candidates who have completed or are completing an approved Single Subject teaching major at another California institution.

**Please note that this must be signed by an approved Credential Analyst.**

TO: Credential Analyst  
California Institution of Higher Education

FROM: Barbara Layaye, Division Chair

RE: \_\_\_\_\_  
PRINT NAME SOCIAL SECURITY NUMBER

The above named individual is applying to the Single Subject Teacher Credential Program at San Diego State University/Imperial Valley. In order to complete evaluation of this candidate's admissions eligibility, we need official verification that he/she has completed a degree program or its equivalent at your institution that has been approved for subject matter competency in lieu of the CSET examinations. I would like to request that, if this candidate has completed or is in the final term of program completion, appropriate verification of her/his subject matter competence be verified by the signature of the individual "authorized to recommend" as reflected in the current CTC Handbook, Section IX-B-13a-g. The candidate is responsible for submission of appropriate transcript copies, if required by you, for this request.

Thank you for your assistance.

By my signature, I certify that RED ID \_\_\_\_\_

Did complete the required coursework for a CTC approved subject matter competency program at this university.  
CTC Approved Subject Area: \_\_\_\_\_

Will be completing coursework for a CTC approved subject matter program at this university during the current academic term.

CTC Approved Subject Area: \_\_\_\_\_  
Current academic term and year: \_\_\_\_\_

Outstanding Coursework:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed name and title \_\_\_\_\_

Name of California teacher-training institution \_\_\_\_\_

Credential analyst signature \_\_\_\_\_

**San Diego State University/Imperial Valley  
Division of Education Program**

Professional Goals Essay

Please write about your professional goals. In general, tell why you have chosen education as a future profession. Be as specific as you can, indicating why you feel that the goals you have chosen to pursue are important and how they will assist you to grow as an individual. (MUST BE TYPED)

**San Diego State University/Imperial Valley  
Division of Education Program  
720 Heber Avenue, Calexico, CA 92231  
Letter of Recommendation  
(Those with Knowledge of Candidates Skills & Commitment to the Teaching Profession)**

To Person submitting this letter:  
Recommendation is intended for use by the Division of Education Admission and Retention Committee only. Students should not receive a copy unless you wish to make it available to them.

**Submit in a sealed envelope.**

Candidate ' s Name: \_\_\_\_\_

The candidate listed is seeking admission to the Teacher Education Program at San Diego State University-Imperial Valley Campus. Would you please help us to evaluate this candidate by preparing a letter of recommendation? Suggested topics to address include: length of acquaintance, work done under your direction, general special abilities, spirit of cooperation, and qualities of leadership. Also, please discuss any topics not listed that you feel are pertinent.

Signature: \_\_\_\_\_ Affiliation: \_\_\_\_\_  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Date: \_\_\_\_\_

**San Diego State University/Imperial Valley  
Division of Education Program  
720 Heber Avenue, Calexico, CA 92231  
Letter of Recommendation  
(University Professor in Students Subject Major)**

To Person submitting this letter:

Recommendation is intended for use by the Division of Education Admission and Retention Committee only. Students should not receive a copy unless you wish to make it available to them.

**Submit in a sealed envelope.**

Candidate ' s Name: \_\_\_\_\_

The candidate listed is seeking admission to the Division of Education Program at San Diego State University- Imperial Valley. Would you please help us to evaluate this candidate by preparing a letter of recommendation? Suggested topics to address include: length of acquaintance, work done under your direction, general special abilities, spirit of cooperation, and qualities of leadership. Also, please discuss any topics not listed that you feel are pertinent.

Signature: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**DIVISION OF EDUCATION  
PETITION FOR SPECIAL CONSIDERATION OF DEFICIENT GRADE POINT AVERAGE  
FOR CREDENTIAL PROGRAM ADMISSION  
(to be submitted with Division of Education Application)**

In order to be admitted to a Division of Education credential program, the candidate must have a grade point average of at least 2.67 in all baccalaureate and post-baccalaureate course work or a grade point average of at least 2.75 in the last 60 semester or 90 quarter units attempted.

If you know or believe that you do not meet either of the above conditions, please use the space below or a separate page to present those factors that may have contributed to the earned deficiency and those factors that you believe mitigate this deficiency. Attach documents that you believe will support the granting of an exception.

Executive Order 758 limits the number of exceptions that can be made at SDSU. The Division of Education Admissions and Retention Committee will consider petitions for program admission.

Name

RED ID

**For Office Use Only**

University granting bachelor's degree \_\_\_\_\_

Undergraduate major \_\_\_\_\_

Cumulative GPA \_\_\_\_\_ Last 60 semester 90 quarter units GPA \_\_\_\_\_

## SUPPLEMENTAL INFORMATION FOR COMPLETING APPLICATION

### ETHNIC REPORTING CODES

Date of Birth, Gender, and Ethnicity: This information is optional and is used for statistical reporting purposes. Ethnic codes currently in use in the CSU system are provided for your reference. Please identify the appropriate code on the sheet and write it in the area provided on the application form itself.

**Code      Ethnic Group**

- 1      AMERICAN INDIAN OR ALASKAN NATIVE: All persons having origins in any of the original people of North America, and who maintain cultural identification through tribal affiliation or community recognition
- 2      AFRICAN AMERICAN (not of Hispanic origin), including BLACK: All persons having origins in any of the black racial groups of Africa (except those of Hispanic origin)
- 7      WHITE (not of Hispanic origin): All persons having origins in any of the original people of Europe, North America, North Africa, or the Middle East (except those of Hispanic origin)

LATINO

- 3      MEXICAN-AMERICAN, MEXICAN, CHICANO: All persons having origins in any of the original peoples of Mexico
- A      CENTRAL AMERICAN: All persons having origins in any of the original people of Central America
- B      SOUTH AMERICAN: All persons having origins in any of the original people of South America
- Q      CUBAN: All persons having origins in any of the original people of Cuba
- P      PUERTO RICAN: All persons having origins in any of the original people of Puerto Rico
- 4      OTHER LATINO/SPANISH-ORIGIN/HISPANIC: All other persons having origins in any of the original people of the Caribbean Islands, or other persons of Spanish or Latino origin, and not included in the above categories of Mexican, Central American, South American, Cuban, and Puerto Rican

ASIAN AMERICAN

- C      CHINESE: All persons having origins in any of the original people of China  
J      JAPANESE: All persons having origins in any of the original people of Japan
- K      KOREAN: All persons having origins in any of the original people of Korea
- R      ASIAN INDIAN: All persons having origins in any of the original people of the Indian Subcontinent and Southwest Asia
- 5      OTHER ASIAN: All persons having origins in any of the original people of Asia not included in the above Asian categories

SOUTHEAST ASIAN AMERICAN

- L      LAOTIAN: All persons having origins in any of the original people of Laos
- M      CAMBODIAN: All persons having origins in any of the original people of Cambodia
- S      OTHER SOUTHEAST ASIAN: All persons having origins in any of the original people of Southeast Asia, excluding the Cambodian, Laotian, Vietnamese, or Thai ethnic groups
- T      THAI: All persons having origins in any of the original people of Thailand
- V      VIETNAMESE: All persons having origins in any of the original people of Vietnam

PACIFIC ISLANDER

- F      FILIPINO: All persons having origins in any of the original people of the Philippine Islands
- G      GUAMANIAN: All persons having origins in any of the original people of Guam
- H      HAWAIIAN: All persons having origins in any of the original people of Hawaii
- N      SAMOAN: All persons having origins in any of the original people of Samoa
- 6      OTHER PACIFIC ISLANDER: All persons having origins in any of the original people of the Pacific Islands, including Tahiti, Fiji, and the Marshall Islands, and not included in any of the above categories of Guamanian, Hawaiian, and Samoan
- 8      OTHER: All persons who do not fall into one of the above categories
- 9      NO RESPONSE: Respondents not surveyed or who do not mark a choice of codes from the list provided.
- 10     DECLINE TO STATE: All persons who overtly decline to identify themselves with any ethnic category.

## Excerpts from the Education Code

44345. The Commission may deny any application for the issuance of a credential or for the renewal of a credential made by any applicant who:

- (a) Lacks the qualifications, which are prescribed by law or regulations, adopted by the Commission pursuant thereto;
- (b) Is physically or mentally so disabled as to be rendered unfit to perform the duties authorized by the credential for which he or she applies; provided, however, that the mere fact that an applicant has sought or received psychiatric treatment shall not be considered as preliminary evidence of mental disability and shall not provoke special scrutiny of such applicant's qualifications for a credential;
- (c) Is addicted to the use of intoxicating beverages to excess;
- (d) Is addicted to the use of narcotics or habit-forming drugs;
- (e) Has committed any act involving moral turpitude;
- (f) Has had a certification document revoked;
- (g) Has intentionally practiced or attempted to practice any material deception or fraud in his or her application;
- (h) Fails or refuses to furnish reasonable evidence of identification or good moral character; or
- (i) Has been convicted of any offense defined in subdivision 1 of Section 314 or the Penal Code prior to September 7, 1955.

Any denial pursuant to subdivisions (a) to (e), inclusive shall be based upon reasons related to the applicant's fitness to teach or fitness to perform other duties for which that applicant is certificated, or competence to perform the duties, which the credential would authorize the applicant to perform.

44346. Further grounds for denial.

- (a) The Commission shall deny any application for the issuance of a credential or for the renewal of a credential made by any applicant who comes within any of the following classes:
  - (1) Has been determined to be a sexual psychopath under the provisions of Article 1 (commencing with Section 6300), Chapter 2, Part 2, Division 6 of the Welfare and Institutions Code or under similar provisions of law of any other state.
  - (2) Has been convicted of any sex offense as defined in Section 44010.
  - (3) Has been convicted of a narcotics offense as defined in Section 44011.
- (b) Notwithstanding paragraphs (2) and (3) of subdivision (a), no person shall be denied a credential solely on the basis that he has been convicted of a crime specified in paragraphs (2) and (3) of subdivision (a), if he has obtained a certificate of rehabilitation under Section 4852.01 and following of the Penal Code, and if his probation has been terminated and the information or accusation has been dismissed pursuant to Section 1203.4 of the Penal Code.

44010. "Sex offense" as used in Sections 44346, 44425, 44836, and 45123 means any one or more of the offenses listed below:

- (a) Any offense defined in sections 266, 267, 285, 286, 288, 288a, 647a, subdivision 3 or 4 of Section 261, or subdivision (a) or (d) of Section 647 of the Penal Code.
- (b) Any offense defined in former subdivision 5 of former Section 647 of the Penal Code repealed by Chapter 560 of the Statutes of 1961, or any offense defined in former subdivision 2 of former Section 311 of the Penal Code repealed by Chapter 2147 of the Statutes of 1961 if the offense defined in such sections was committed prior to September 15, 1961, to the same extent that such an offense committed prior to such date was a sex offense for the purposes of this section prior to September 15, 1961.
- (c) Any offense defined in Section 314 of the Penal Code committed on or after September 15, 1961.
- (d) Any offense defined in former subdivision 1 of former Section 311 of the Penal Code repealed by Chapter 2147 of the Statutes of 1961 committed on or after September 7, 1955, and prior to September 15, 1961.
- (e) Any offense involving lewd and lascivious conduct under Section 272 of the Penal Code committed on or after September 15, 1961.
- (f) Any offense involving lewd and lascivious conduct under former Section 702 of the Welfare and Institutions Code repealed by Chapter 1616 of the Statutes of 1961 if such offense was committed prior to September 15, 1961, to the same extent that such an offense committed prior to such date was a sex offense for the purposes of this section prior to September 15, 1961.
- (g) Any offense defined in Section 286 or 288a of the Penal Code prior to the effective date of the amendment of either section enacted at the 1975-76 Regular Session of the Legislature committed prior to the effective date of the amendment.
- (h) Any attempt to commit any of the above-mentioned offenses.
- (i) Any offense committed or attempted in any other state, which, if committed or attempted in this state, would have been punishable as one or more of the above-mentioned offenses.

44011. "Narcotics offense" as used in Sections 44346, 44425, 44836, and 45123 means any one or more of the following offenses:

- (a) Any offense in Sections 11350 to 11355, inclusive, 11366, 11368, and 11550 of the Health and Safety Code.
- (b) Any offense committed or attempted in any other state or against the laws of the United States which, if committed or attempted in this state, would have been punished as one or more of the above-mentioned offenses.
- (c) Any offense committed under former Sections 11500 to 11503, inclusive, 11557, 11715, and 11721 of the Health and Safety Code.
- (d) Any attempt to commit any of the above-mentioned offenses.