

## APPLICATION FOR ADDING A SINGLE SUBJECT MATH OR SCIENCE CREDENTIAL OR AUTHORIZATION TO AN EXISTING CREDENTIAL

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### \* INSTRUCTIONS \*

*The following items are required to add an additional mathematics or science credential/authorization to a valid Multiple or Single Subject credential:*

1. **Fresno State credential application** (on the next page)
2. **Official transcripts** that show your subject matter coursework, including the Single Subject Mathematics or Science teaching methodology course that you took if you're adding on a Single Subject credential (including FLGS and FLM). At Fresno State, this methodology course is CI 161. (Note: A science credential holder adding another science area does not need to take another science methodology course.) If you are **mailing** your official transcripts, they must be in a sealed envelope from the university. If you are sending **electronic transcripts**, they must be **sent directly to Sherri Nakashima at [sherrin@csufresno.edu](mailto:sherrin@csufresno.edu)**. (If the e-transcripts are sent to anyone else, the Commission on Teacher Credentialing will not accept them.)
3. **Copy of valid CSET scores** or original letter verifying subject matter competency (not required for Supplementary or Subject Matter Authorizations).
4. **\$100 money order or cashier's check** made payable to the "Commission on Teacher Credentialing" (personal checks cannot be accepted).
5. Download this form: [www.ctc.ca.gov/credentials/leaflets/414.pdf](http://www.ctc.ca.gov/credentials/leaflets/414.pdf). Fill out sections **1, 4, 5 and 7**. (Note: Do NOT send this form to CTC.)
6. Copy of your current credential verifying that you hold an English Learner or CLAD authorization.

**Note:** If you are earning your initial **Preliminary** credential, please go to <http://www.fresnostate.edu/kremen/teaching-credential/cred-cert.html> for alternative instructions.

*Mail all of the items above in one packet to the following address (or bring to Kremen Rm. 250):*

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Alyssia Aguilar ~ MSTI  
California State University, Fresno  
5005 North Maple, M/S ED 2  
Fresno, CA 93740-8025

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Mathematics & Science Teacher Initiative

CREDENTIAL/AUTHORIZATION APPLICATION

FRESNO STATE ID# (if applicable) \_\_\_\_\_

SS# (required) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date of Birth (required): \_\_\_\_\_

Name \_\_\_\_\_  
First Middle Last

Previous Names, if any \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Number, Street, Apt. # City State Zip

Telephone: Cell \_\_\_\_\_ Other \_\_\_\_\_

Email address (required): \_\_\_\_\_

Current credential(s) held: \_\_\_\_\_

County where you are employed (if applicable): \_\_\_\_\_

I am applying to add on a Single Subject credential or supplementary/subject matter authorization in the area(s) of:

\_\_\_ Foundational-Level Mathematics \_\_\_ Mathematics (all math including higher math)

\_\_\_ Foundational-Level General Science

\_\_\_ Science: Biology \_\_\_ Chemistry \_\_\_ Geosciences \_\_\_ Physics \_\_\_

\_\_\_ Subject Matter Authorization (Area: \_\_\_\_\_)

\_\_\_ Supplementary Authorization (Area: \_\_\_\_\_)

Questions? Email the Credential Analyst, Sherri Nakashima, at: [sherrin@csufresno.edu](mailto:sherrin@csufresno.edu)

**Mailing Address:**  
Credential Analyst  
California State University, Fresno  
5005 N. Maple Avenue, M/S ED701  
Fresno, CA 93740-8025

**OFFICE USE ONLY – DO NOT WRITE ON THIS PAGE**

CTC \$100 fee \_\_\_\_ CTC 41-4 form \_\_\_\_ Current valid credential w/ EL \_\_\_\_ Expiration date \_\_\_\_\_

Official transcripts \_\_\_\_\_

NOTIFY MSTI \_\_\_\_\_

Email verification letter \_\_\_\_\_

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**Single Subject methodology course (CI 161 or equivalent course from another CTC-approved program), if required:**

**CI 161/Science** \_\_\_\_

**CI 161/FLGS** \_\_\_\_

**CI 161/Math** \_\_\_\_

**CI 161/FLM** \_\_\_\_

**Other:** \_\_\_\_

**Passed CSET** \_\_\_\_ **or Subject Matter coursework** \_\_\_\_

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ADDED AUTHORIZATIONS

**DATE APP SENT TO CTC:** \_\_\_\_\_ **DATE CTC MAILED:** \_\_\_\_\_

**ISSUANCE DATE:** \_\_\_\_\_ **EXPIRATION DATE:** \_\_\_\_\_

**Credential/Authorization Added:**

**Single Subject Credential:** \_\_\_\_\_

**Supplementary Authorization:** \_\_\_\_\_

**Subject Matter Authorization:** \_\_\_\_\_

**Semester completed:** \_\_\_\_\_

<b>MSTI db</b>	
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