

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

* 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**. (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. Fill out sections **1, 6, 7 and 9**. (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):

Dr. Carol Fry Bohlin ~ MSTI
California State University,
Fresno 5005 North Maple, M/S
ED 2 Fresno, CA 93740-8025



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: _____)

**If you are an out of state or out of U.S. trained PRELIMINARY credential holder, please email the Credential Analyst. The Commission on Teacher Credentialing will not allow you to add on any authorizations until specific requirements are met.

Questions? Email the Credential Analyst, Sherri Nakashima, at: 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 _____

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 _____

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: _____

MSTI db	
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