

Fresno State
**Application for Education Specialist Credentials Mild/
Moderate, Moderate/Severe and Deaf and Hard of Hearing**
submit application pages 4-5 with the following documentation

PRELIMINARY EDUCATION SPECIALIST CHECKLIST

Fresno State transcripts with ALL grades posted. Unofficial transcripts printed from your my.fresnostate.edu account are acceptable.

Submit a copy of your passing RICA verification.

Copy of the front and back of your valid CPR training card for *infants, children and adults*. The card must indicate all 3 levels of training were completed. Online CPR training is available from CPR Today at: www.cprtoday.com.

Complete the CSU exit survey at <https://www.csuexitsurvey.org/>. Campus code: **FSC**
Print out the verification at the end of the survey.

\$25.00 Fresno State processing fee receipt. **See instructions on page 3.**

Copy of your completed Individualized Development Plan (IDP)

For questions, please email the Credential Analyst, Pea Vang at pavang@csufresno.edu

Processing time can take up to 20 business days during peak periods.

If you currently hold a California CLEAR Multiple or Single Subject teaching credential, you may apply for the CLEAR Education Specialist credential instead of the Preliminary. Please contact the Credential Analyst to request a different application.

NOTE: If you are applying to add on a Mild/Mod or Mod/Severe authorization on to an existing Education Specialist credential, please email the Credential Analyst. *There is a different application for this process.*

Commission on Teacher Credentialing

After submitting your complete application packet you will receive three email notifications.

1. Authorization to pay credential fee at <http://www.ctc.ca.gov/credentials/default.html>. Fee: \$102.50

You will only be allowed to pay your fee after you have received this email notification. A valid email and credit/debit card are required. *The fee will be less if you hold a current Certificate of Clearance.*

- Click the “Complete your Program’s Recommendation” button to begin your part of the online process.



Complete Your Program's Recommendation

- Review the instruction video before proceeding as you may apply for the incorrect credential and will have to pay the fee again as there are no refunds.



2. Payment Confirmation

Prior to receiving your final email, your local County Office of Education (COE) credentials department will accept this payment confirmation email as a temporary confirmation until your document number is issued.

If you have a conviction record or you have answered yes to any of the fitness questions, your application process may be delayed as CTC verifies your information.

3. After CTC completes their review, you will receive your document number. You must register a copy of the final CTC email with your document number at your local COE credentials department.

The average processing time is approximately 7-10 days after payment.

Kremen School of Education and Human Development
Fresno State Credential Processing Fee

There is a \$25 Fresno State processing fee for applying for your credential. This fee is required to be paid online.

Please go to this link:

https://commerce.cashnet.com/fresnoem_kremencenterforadvising

You may pay by credit or debit card. Please note there is a 2.65% added service charge fee for each transaction.

Payment can also be made by electronic check without any additional service charges.

If you are applying for two credentials (Multiple Subject and Education Specialist, or Single Subject Agriculture and Ag Specialist), there are two processing fees.

Please keep your receipt and include a copy/copies with your credential application paperwork.

Fresno State
Application for Education Specialist Credentials
Mild/Moderate, Moderate/Severe and Deaf and Hard of Hearing

Student ID# _____

Last 4 digits SSN _____

Date of Birth _____

Last Name: _____ First Name: _____

Former Names, If Any _____

Mailing Address: _____

Phone Number (including area code): _____

Email address used on your CTC profile: _____

Check your profile on: www.ctc.ca.gov. Updating your email address will require you to create a username and password.

1. BA/BS _____ Major _____
Date Granted _____

2. Have you held a university internship credential? YES ☐ NO ☐

Check the Credential you are applying for:

PRELIMINARY EDUCATION SPECIALIST:

Mild/Moderate
Moderate/Severe
DHH
BAP Spanish/Hmong

Indicate the School District and **COUNTY** where you are employed:

School District

Submit pages 4-5 of application to: (Please note: emailed applications are not accepted)

Pea Vang, Credential Analyst
Kremen School of Education and Human Development
5005 N. Maple Avenue, ED 301
Fresno, CA 93740-8025

OFFICE USE ONLY – DO NOT WRITE ON THIS PAGE

FSU fee ____ Fingerprint clearance ____

First Credential: Degree ____ Constitution ____ BSR ____ SMC_____
RICA ____ CPR ____ TK20 ____ Exit Survey____ IDP ____
DHH IDP____ (beginning Fall 2022)

CI 100 ____ SPED 120 ____

PRELIMINARY M/M or M/S:

LEE 158 ____ LEE 159 ____ CI 176 ____ SPED 145 ____ EHD 178 ____ EHD 178A ____
LEE 166 ____ SPED 125 ____ SPED 130 ____ SPED 136/146 ____ SPED 171/172 ____ EHD
170A ____ SPED 219 ____ SPED 233 ____ SPED 246/247 ____ SPED 175/176 ____

PRELIMINARY DUAL M/M or M/S:

CI 158 ____ LEE 159 ____ LEE 160 ____ CI 162 ____ CI 163 ____ SPED 145 ____
LEE 166 ____ LEE 167 ____ CI 175 ____ CI 176 ____ SPED 136/146 ____ EHD 110D ____
SPED 130 ____ SPED 246/247 ____ LEE 169 ____ EHD170 ____
SPED 125 ____ SPED 219 ____ SPED 233 ____ SPED 175/176 ____

BAP Spanish: CI 135____ LEE 136____ LEE 137____

BAP Hmong: HMG100____ 101____ LEE 129____ 135____ ANTHRO 123____

DATE SENT TO CTC: _____ **DATE CTC ISSUED:** _____

ISSUANCE DATE: _____ **EXPIRATION DATE:** _____

PRELIMINARY EDUCATION SPECIALIST: MILD/MOD ____ MOD/SEVERE ____ DHH____

Semester completed _____

PS	