

## Applying to a School of Education Credential Program

# How do I get started?

1. Attend an information meeting see dates and times here <https://www.csuchico.edu/soe/advising/index.shtml> (School of Education > Advising)
2. Review the Teaching Credential Programs > Pathways to a Credential or check this link <https://www.csuchico.edu/soe/credential/index.shtml> and review the types of credentials and the course requirements.
3. If you are going to be taking prerequisites AFTER you have your bachelor's degree or if you are in your last semester of completing your prerequisites or final semester of completing the bachelor's degree along with your prerequisites proceed to step 4.
4. **Submit a Graduate Application to the Chico State Office of Graduate Studies** (<http://www2.calstate.edu/apply>), unless you will remain an undergraduate as part of a blended program or have already been admitted to Graduate Studies. Admission to the university is a separate process from the credential application. Select *Conditionally Classified Credential* for your application type. You can find application tips and scheduled Application Support dates and times via Zoom at <http://www.csuchico.edu/soe/credential/apps.shtml>.
5. **Enroll in prerequisite courses** that you have not yet taken. See the course sequence link on our website for a list of the courses required. After completing your early field experience observations in the prerequisite course, be sure to keep a copy of the Candidate Disposition Form for your application. ***Prerequisite courses must be completed before starting a credential program.*** Grades earned for all prerequisites must be C- or higher. If you believe you have coursework equivalent to a prerequisite course, please email [credentials@csuchico.edu](mailto:credentials@csuchico.edu) for coursework evaluation.
6. All applicants must satisfy the **Basic Skills Requirement (BSR)** (for reading, writing, and mathematics) here is more information regarding BSR <https://www.csuchico.edu/soe/credential/basic-skills-requirement-bsr.shtml> prior to applying for admission to a credential program. If you take the CBEST, <http://www.ctcexams.nesinc.com/>, when registering please be sure to have your results sent to CSU, Chico. ***Passing status for Basic Skills is required for admission to the credential program.***
7. All applicants must satisfy **Subject-Matter Competence** for the subject area authorized by the credential sought prior to applying for admission to a credential program. Subject-Matter Competence may be satisfied by either obtaining a **waiver** from an approved subject-matter preparation program (contact an advisor in your subject area for advising) **or** you must pass **all** sections of the **CSET** for your subject area ([www.cset.nesinc.com](http://www.cset.nesinc.com)). When registering for the CSET, <http://www.ctcexams.nesinc.com/>, please be sure to have your results sent to CSU, Chico. There is also the option to complete by degree please visit [https://www.csuchico.edu/soe/\\_assets/documents/smr-by-degree.pdf](https://www.csuchico.edu/soe/_assets/documents/smr-by-degree.pdf) ***Subject-Matter Competence is required for admission to the credential program.***
8. **GPA requirement at time of admission:** 2.5 cumulative or 2.75 in your last 60 semester units (for MA students only: GPA requirement is 3.0 for last 30 units and 2.75 for last 60 units).
9. Plan to start your **Certificate of Clearance** (fingerprint clearance) early. Directions for the two-step process and the required forms are available at [https://www.csuchico.edu/soe/\\_assets/documents/coc.pdf](https://www.csuchico.edu/soe/_assets/documents/coc.pdf). You cannot begin student teaching until your fingerprints have been cleared. If you hold a different document through the CTC that is current and valid, you can use that document satisfy the fingerprinting requirement, but you will still need a Certificate of Clearance.
10. **View the credential application and checklist at <http://www.csuchico.edu/soe/credential/apps.shtml>. The online application, not this page, lists all requirements for the application.** This application is due by March 1 for fall-start programs or October 1 for spring-start programs (you should apply during the semester you are completing the prerequisite courses).
11. Please access the [School of Education Website](#) to apply for financial aid, SOE scholarships, and particularly the GREAT Teacher Pipeline Grant which offers a stipend for full tuition for credential program candidates.
12. Questions? Contact [credentials@csuchico.edu](mailto:credentials@csuchico.edu)