

**CLEAR**  
**SCHOOL NURSE SERVICES CREDENTIAL**

**Credential Office**  
Education Building E-103  
18111 Nordhoff Street,  
Northridge, CA 91330-8265  
Phone: (818) 677-2586  
Fax: (818) 677-5722  
Email: credprep@csun.edu

The CSU Northridge, Clear School Nurse Services Credential Program is open to registered nurses who hold a baccalaureate degree from a regionally accredited institution and hold a Preliminary School Nurse Credential. The School Nurse Services Credential is designed to meet the guidelines established by the Teacher Preparation and Licensing Law of 1970 (Ryan).

## **ADMISSION**

To be considered for admission to the CSU Northridge, Clear School Nurse Services Credential Program, submit a **complete** application package to the Credential Office.

**ONLY** complete applications will be accepted by the Credential Office. Complete application packets consist of:

1. **Application** form (attached)
2. **Official Transcript(s)** showing your baccalaureate degree and all post-baccalaureate work must be submitted. All foreign transcripts must be accompanied by a foreign transcript evaluation completed by a Commission approved agency (see Credential Office for list of agencies). Applicants must have a minimum overall grade point average of 2.75 in their last 60 units of coursework at the time of admission. Transcripts from CSU Northridge may be unofficial. Other applicable transcripts should be ordered directly from the other institution(s). Arrange for the transcripts to be sent directly to you by the colleges and universities attended so that you can submit them as part of the application packet. It is advised to keep a personal set of transcripts. You will need to submit a set of your official transcripts to the nursing advisor when you meet for your evaluation.
3. **Letters of Recommendation:** Submit two academic or professional letters of recommendation. Request that these recommendations be sent to you so that they can be submitted as part of your complete application package.
4. A copy of your valid active Registered Nurse license from the State of California.
5. A copy of the Preliminary School Nurse Services credential
6. Submit an application fee of \$25 in the form of a **MONEY ORDER**. The money order should be made payable to California State University, Northridge.

**THE CREDENTIAL OFFICE DOES NOT ACCEPT CASH, PERSONAL CHECKS, OR CREDIT CARDS.**

Applications for the CSU Northridge School Nurse Services credential program are accepted at any time; however, it is recommended that you submit your complete application package by April 1st for Fall enrollment and October 1<sup>st</sup> for Spring enrollment.

**PLEASE NOTE:**

Application to this credential program does not constitute application to the university. You must also apply to the university. A separate application for admission to the university must be submitted to the office of admissions and records according to its admission schedule if an applicant is not currently enrolled.

**On-line applications are available at <http://www.csumentor.edu/>**

Once your complete application is submitted, the applicant's package will be reviewed by the Selection, Admission, and Retention Committee selected by the Michael D. Eisner College of Education. You will be notified by email. Applicants are advised that Conviction Records may prevent an applicant from obtaining a credential. Certain conviction records will mandate the denial of a teaching or service document.

## **STATUTORY REQUIREMENTS**

### **CLEAR CREDENTIAL**

A Clear credential may be recommended by the Credential Office to the CTC when the candidate has met these additional requirements:

1. Possession of a preliminary School Nurse Services credential
2. Two years or the equivalent of successful service as a school nurse
3. Valid, current RN License
4. Successful completion of the CSU Northridge School Nurse Services program requirements
5. An overall GPA of 2.75 in coursework taken after enrollment and a 3.0 in Professional Education coursework is required. A grade of "C" or better is required in all program courses.

To qualify for the Clear credential, the candidate must have met all the required competencies and completed a minimum of 24 semester units of post baccalaureate work. If the candidate has met all of the required competencies but does not have 24 postgraduate units, then additional courses must be selected from the approved elective list and with prior approval of the school nurse credential advisor.

### **EVALUATION, COUNSELING, AND ADVISEMENT**

1. An official evaluation of the applicant's transcripts will be conducted for those admitted to the credential program by the School Nurse advisor in the Health Science Department. Once you are notified of your admission, follow the procedures for advisement and course substitutions per your School Nurse advisor. (See the Health Sciences Department for advisement procedures and course substitutions.)
2. Formal counseling for each candidate may be done by making an appointment with the advisor in the Health Sciences Department. (See below for contact information).
3. Evaluation is a continuous process throughout the candidate's progress in the School Nurse Services credential program. The candidate is evaluated during preparatory courses and the School Nurse Field Experience.
4. Successful completion of requirements for this credential is based on competencies attained by the candidate. The burden of proof that the candidate has met specific required competencies rests entirely with the candidate.

#### **Advisor**

**Tricia Chicagus,**  
Department of Health Sciences  
Phone (818) 677-5691  
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E-mail: [patricia.chicagus@csun.edu](mailto:patricia.chicagus@csun.edu)

## **COURSE REQUIREMENTS AND SEQUENCE**

(Admission to the Clear School Nurse Services Credential Program is required prior to enrollment)

### **TWELVE OF THESE UNITS MUST BE COMPLETED IN RESIDENCE AT CSUN**

HSCI 476 is a Credit/ Non Credit Based Course.

### **ALL OTHER COURSES SHOULD BE TAKEN ON A GRADED BASIS**

#### **LEVEL ONE:** Foundation

The foundation level consists of knowledge, skills, and dispositions acquired in the basic education for California Registered Nurse licensure and the baccalaureate degree. The following are the courses that expand the foundation into the post baccalaureate School Nurse Services Credential Program.

<u>Course Number</u>	<u>Title</u>	<u>Units</u>
HSCI 475*	Principles of school nursing practice ("C" grade minimum)	3
HSCI 170	Emergency health procedures	2
HSCI 307**	Health assessment & self care agency	2
HSCI 307L	Health assessment & self care agency laboratory	1
HSCI 336	Health aspects of drug use	3
HSCI 337	Nutrition & health	3
EOH 353	Global perspective of environmental health	3

#### **LEVEL TWO:** Application/Integration

The second building level consists of courses that encourage the student to apply and integrate foundation course knowledge, skills, and dispositions to various school health situations. Application/integration level courses are:

<u>Course Number</u>	<u>Title</u>	<u>Units</u>
CDS 444	Audiometry for the school nurse	3
FCS 330	Child growth & development I OR	3
FCS 431	Child & family assessment	
HSCI 433	Counseling of health problems	3
HSCI 435	Health sciences for children & youth	3
HSCI 488	Epidemiology	3
SPED 400	Introduction to special education	4

### **LEVEL THREE:** Synthesis

The third building level consists of capstone courses where students synthesize knowledge derived from previous course work through creative, critical, and reflective thinking and practice. The student will demonstrate proficiency and independent, self-directed learning with a clinical emphasis on public, community, and school health issues and services delivery as related to individuals, families, groups, communities, and populations. The student will demonstrate the knowledge, skills, and dispositions necessary to meet professional, state, and institutional standards. Synthesis level courses are:

<u>Course Number</u>	<u>Title</u>	<u>Units</u>
HSCI 428	Community health nursing**	3
HSCI 428 L	Community health nursing laboratory** (required only for PHN certificate)	2
HSCI 476	School Nurse field experience* (CR/NC)	6

\* HSCI 475 & HSCI 476 **MUST** be taken at CSU Northridge. Students must submit requests to enroll in HSCI 476 one (1) semester in advance of enrollment.

\*\*These courses must be taken & passed concurrently; and require prior permission of instructor before enrolling: (HSCI 307 & 307L; and HSCI 428 & 428L if taken).

**TWO YEARS OF FULL-TIME EMPLOYMENT AS A SCHOOL NURSE IS REQUIRED  
FOR THE CLEAR CREDENTIAL**

### **APPROVED ELECTIVES**

See your School Nurse Program advisor. Required only for the candidate who has less than the 24 post-baccalaureate units needed for the Clear credential.

### **APPLYING FOR YOUR CREDENTIAL**

Candidates who are completing their course requirements at CSU Northridge are advised to file their Credential Request in the Credential Office during the first few weeks of their final semester in which requirements are being met.

Students should submit a "Credential Request" form to the Credential Office for a recommendation to the Commission on Teacher Credentialing (CTC) to issue a Clear School Nurse Credential. The Credential Request form is available online at [www.csun.edu/coe/cred](http://www.csun.edu/coe/cred) under "forms".

### **INTRASYSTEM VISITORS**

Students enrolled as continuing students at another CSU institution may arrange to enroll at CSU Northridge for one term. Contact the Office of Admissions and Records at your campus within the application deadlines at your campus and CSUN.

**APPLICATION FOR ADMISSION**  
**Michael D. Eisner • College of Education • Credential Office**  
**18111 Nordhoff St., Northridge CA 91330-8265**

You are requesting admission to this credential program beginning in \_\_\_\_\_ (Semester and Year)

Mr. / Mrs. / Miss / Ms. \_\_\_\_\_  
LAST
FIRST
MIDDLE
MAIDEN or OTHER

Address \_\_\_\_\_  
Number & Street
City
State
Zip Code

Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

E-Mail Address \_\_\_\_\_ CSUN Student Id # or File # \_\_\_\_\_

Social Security Number \_\_\_\_\_ Birthdate \_\_\_\_\_

Do you currently hold a valid California Teaching credential? NO YES What type? \_\_\_\_\_

**PROGRAM YOU ARE APPLYING FOR:**

**CLEAR SCHOOL NURSE SERVICES CREDENTIAL**

Please list **all** colleges and universities you have attended, including CSU Northridge. Transcripts from institutions other than CSU Northridge must be official. CSU Northridge transcripts may be official or unofficial. Arrange for the transcripts to be sent directly to you by each institution so that you can submit them as part of this application package. (Attach sheet for additional institutions attended).

College/University	Dates	Degree

You must read this form and sign below in order for the Credential Office to accept your application for admission.

**PERSONAL AND PROFESSIONAL FITNESS**

You must answer the question below with either "YES" or "NO." If either of the two events underlined in the question has occurred, your answer must be "YES". If either of the events occurred with subsequent court action sealing juvenile records under Penal Code Section 1203.34, the question may be answered "NO."

Have you ever been convicted or pled nolo contendere for any violation of law other than minor traffic offenses? \_\_\_\_\_NO \_\_\_\_\_YES

I understand that it is my responsibility to submit all required materials and documents directly to the Credential Office regardless of where else on campus they may previously have been sent. To the best of my knowledge, all information I have provided hereon and materials associated with this application is true and accurate. I will keep the Credential Office informed of changes in my status, address, telephone number and name. I authorize the Credential Office to submit my transcripts and other documents to the Commission on Teacher Credentialing. In accordance with the Family Rights and Privacy Act of 1974, effective Nov. 19, 1974, all files maintained on a student are to be available for perusal by the student.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_