

INTEGRATED TEACHER EDUCATION PROGRAM (ITEP)
Multiple Subject Credential Program

STUDENT TEACHING APPLICATION

PRIORITY SUBMISSION DEADLINE: MARCH 20th FOR FALL 2012

Please complete and return the attached ITEP Student Teaching Application, along with **documentation of all student teaching prerequisites listed below (if not already on file** in the Credential Office).

_____ **Admission to ITEP Credential Program**

_____ **Subject Matter Competency**

Passage of the CSET: Multiple Subjects

_____ **Basic Skills Requirement**

Passage of the California Basic Educational Skills Test (CBEST) **or** passage of the California Subject Examinations for Teachers (CSET): Multiple Subjects **and** CSET: Writing Skills. For options other than these, please refer to the 'Basic Skills Requirement' flyer on the Credential Office website.

_____ **Writing proficiency (choose one of the following options):**

- CBEST writing score of 41 or better
- UDWPE with a score of 10 or better
- Approved Upper Division Writing course ENG 305, ENG 406, or COMS 321 with a grade of "C" or better
- Passage of the CSET: Writing Skills

_____ **Completion of the following prerequisite professional education coursework with grade of "C" or better** (for coursework taken at outside of CSUN, please verify completion by submitting official transcripts):

- EPC 315
- EED 472
- EED 477A

_____ **Valid Fingerprint Clearance (i.e. Certificate of Clearance, permit or existing credential)**

For instructions on obtaining a Certificate of Clearance, please refer to the 'Certificate of Clearance Request' flyer on the Credential Office website <http://www.csun.edu/coe/cred/forms>

_____ **For GPA and additional requirements, please refer to your Credential Progress Report**

You will be determined eligible for Fall 2012 student teaching **only** if all exams and/or prerequisite courses have been passed. If exams and/or prerequisite courses are currently in progress, you will be determined eligible if all such exams and/or prerequisite courses are successfully passed by the following dates:

- **CBEST- no later than June for Fall 2012**
- **CSET- no later than June for Fall 2012**
- **All prerequisite professional education coursework- no later than August 10, 2012**

Once you are determined eligible for student teaching and have been cleared by the Credential Office, ALL questions concerning placement and appropriate registration should be referred to **Ms. Pamela Scherban-Sierra, Coordinator of Field Experiences**, at (818) 677-3183 or elemst@csun.edu.

IF ANY CONDITIONS ARE NOT MET, OR IF YOUR PLANS CHANGE, YOU WILL NEED TO COMPLETE A NEW STUDENT TEACHING APPLICATION FOR A SUBSEQUENT SEMESTER. PLEASE NOTIFY THE CREDENTIAL OFFICE AND EMAIL elemst@csun.edu IF YOU APPLY FOR STUDENT TEACHING BUT HAVE A SUBSEQUENT CHANGE OF PLANS.

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
Integrated Teacher Education Program (ITEP)

GENERAL INFORMATION

- This application is for the Multiple Subject student teaching assignments. It is the only student teaching application you will need to file if you stay with your planned sequence. If you were admitted under Exceptional Admission because of GPA for this coming semester, you are **not** eligible to student teach until you have completed one semester of coursework since admission to the program. Please submit verification of all prerequisites or program conditions that are not already on file in the Credential Office. **All conditional coursework that is in progress during the semester of application will be verified as complete by the Credential Office. Notification of application status will be sent via email to students' CSUN email address.**
- If you change that sequence, you will need to file a new student teaching application by the application submission deadline date of the semester in which you plan to complete your second semester of student teaching.
- If you submit a Complete Application and you are found eligible for student teaching, you will receive written approval from the Credential Office. The class numbers for student teaching may be obtained in the Student Teaching /Field Experience Office for Multiple Subject credential candidates.

Please Note! Once you are cleared for student teaching, you must register through Solar. If you fail to register for student teaching and/or required methods classes through Solar, you will forfeit a place in student teaching.

- If your application is incomplete because required tests or prerequisite courses are in progress, you will receive a notice that you are conditionally eligible. The notification will list the requirements that must be met for full eligibility and the dates by which verification of completion must be submitted. You are responsible for submitting verification of completion of all listed conditions on the front page of the application not already on file in the Credential Office.
- Tuberculosis Clearance: Prior to the start of your student teaching, you **must** have in your possession, current (within the last 2 years) documentation of freedom from tuberculosis. You may be asked to present this documentation at your assigned student teaching school site.
- Student Teaching Placements: Every effort will be made to accommodate all eligible students in securing an appropriate student teaching placement.

IMPORTANT NOTE FOR ALL CANDIDATES
Application for the Credential at Program Completion

Prior to completing the credential program, it is important that you submit a 'Credential Request Form' to the Credential Office. To allow for adequate processing time, students that have passed all required exams are **encouraged to request their credential document at the start of their final semester of coursework toward the credential.** The 'Credential Request Form' is available on the Credential Office website at <http://www.csun.edu/coe/cred/forms>. The form includes detailed instructions on the process of obtaining verification of program completion and, ultimately, the credential document.

Credential Recommendation- Eligibility for credential recommendation is based upon completion of **all** components of your program. Please keep in mind that being placed in or completing a student teaching assignment **does not** guarantee credential recommendation if there are requirements that have not been met. Students are strongly advised to become familiar with their program requirements by doing **all** of the following; **a)** reviewing the University Catalog, **b)** reviewing their Credential Progress Report, and **c)** meeting with a Credential Advisor to ensure that all program requirements are both understood and being met according to their Credential Progress Report.

ITEP STUDENT TEACHING APPLICATION FALL 2012

Please type or print clearly.

Name: _____ Maiden/Other Name: _____

CSUN ID # _____

Email Address: _____

Address: _____
Street City, State Zip Code

Home Phone () _____ Work Phone () _____ Cell Phone () _____

Credential Program (please check all that apply):
I am completing the Multiple Subject Credential Program
I am enrolled in the Freshman Option ITEP Program
 Junior Option ITEP Program

This semester, **Spring 2012**, I am enrolled in the following courses and/or registered for the following exams (please include names and dates of the exam(s) :

I certify that this application is completed correctly to enroll in student teaching in the ITEP Program for Fall 2012. If I choose not to begin my student teaching sequence in Fall 2012, I am aware that I must notify the Credential Office and the appropriate ITEP Field Experience Coordinator(s). I must also reapply by completing a new application and submitting it during the next application period.

Signature _____

Date _____

PLEASE RETURN THIS APPLICATION TO THE CREDENTIAL OFFICE (ED 103) by March 20, 2012

~ITEP~
Integrated Teacher Education
Program
Student Teaching Application
Orientation

For Multiple Subjects
Are you planning on student teaching in
Fall, 2012?

IF YES!

You must attend one of the two

Mandatory Orientations:

Monday, February 27th, 2012

2:00 p.m. to 3:30 p.m.

OR

Tuesday, February 28th, 2012

2:00 p.m. to 3:30 p.m.

Education Building Room 1214 & 1216

If you have questions, please contact the
EED Field Experience Office at
677-3183 or elemst@csun.edu