

Office for Student Services, College of Education
California State University, Los Angeles

Multiple Subjects and Single Subjects Internship Credential Evaluation & Processing
Form

Enter all information below and submit all required documents. This form is only for those who are currently eligible for a Multiple Subject or Single Subject Internship Credential.

Check the Multiple/Single Subject Credential you are applying for.

Multiple Subject

☐ **Multiple Subjects Internship¹**

Single Subject – please specify subject area

☐ **Single Subject Internship** in¹ _____

Last Name First Name Middle Name

Former Name(s)

Have you held a California credential or permit authorizing teaching in California public schools?

☐ No ☐ Yes - Please specify _____

CIN SSN Date of Birth

Street Address

City State Zip Code

Home Phone Work Phone Cell Phone

Email Address

(Note: verify your email address; the CCTC will correspond with you regarding the status of your credential using this email address.)

¹ Internship Credential (Multiple/Single) applicants will need to include an Internship Verification form signed by your advisor and a job offer letter.

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All requirements listed below must be completed in order to process your credential.

Items in bold - requires originals to be submitted with application – keep copy for your records

Items already submitted to office will not have to be submitted again.

Important – any items missing will delay credential recommendation

Internship: Single or Multiple Subjects Credential

- Admission into the College of Education Program
- **Internship Verification Form** - If the advisor delineates prerequisite courses, these must be completed.
- **Job offer letter** - Job offer must be with a school or district with which we currently have an Internship Agreement.
- Verification of the U.S. Constitution requirement
- Verification of Subject matter completed (if using CSET scores, provide original scores unless previously recorded with CCTC)
- Proof of Completion of Basic Skills Requirement (BSR) * (*see below*)
- **FERPA release form** -required for the release of official CSLA transcripts (Available in the Office of Student Services, KH D2078).

***Basic Skills Requirement (BSR)**

- Proof of passage of all three sections of the CBEST
- Passing scores from the CSET: Writing Skills test plus ALL three subtests of CSET: Multiple Subjects (*ONLY Multiple Subjects*)
- Passing scores from the CSU Early Assessment Program (EAP), English and Math, or CSU English Placement (EPT) and Entry Level Mathematics (ELM)Test
- Qualifying Score on SAT (College Board SAT) – Math score 550 & English score 500 or ACT – Math score 23 & English score 22
- College Board Advanced Placement (AP) Examinations – Math & English
- Proof of passage of CTC approved out-of-state basic skills exam

EXCEPTIONS – A \$35 processing fee is required for a
Cancelled credential applications or loss of
Continuing status at CSULA.

Cashier Stamp: Code #696 or reverse side