



# University of California, San Diego Extension

## SB 2042 Clear Credential Program to Clear a Preliminary California Teaching Credential Application and Guidelines



*Guidelines for Candidacy to the Commission on Teacher Credentialing (CCTC)  
SB 2042 Clear Credential Program to Clear a Preliminary California Teaching Credential*

A completed application must be on file and the student must receive formal admittance to the program before enrolling in the Advanced Areas of Study courses. Please read the instructions below before completing and submitting the application.

In addition to the application form, current copies of your teaching credentials and official transcripts from all universities attended must be submitted. Applications will not be processed without the supportive documents.

The following conditions must be satisfied to be considered for this program:

All applicants must have a valid SB 2042 preliminary California teaching credential- the prerequisite teaching credential may be **one** of the following:

- a) SB 2042 preliminary credential issued before August 30, 2004 **accompanied by** a verification of employment completed by the applicant's employer. {Form CL-855 *Verification of Unavailability of a Commission-Approved Induction Program preferred*}

**OR**

- b) SB 2042 preliminary credential issued on or after August 30, 2004 **accompanied by** form CL-855 *Verification of Unavailability of a Commission-Approved Induction Program* completed by the applicant's employer.

To apply to the program, submit the following materials:

- Signed, dated, completed application form
- Official Transcript(s) for college and/or university coursework indicating the verification of baccalaureate **and** any higher degree from an accredited institution including degree awarded and date. *In addition, official transcripts from a college and/or university that postgraduate coursework was completed.*
  - **Degrees Awarded Outside the United States of America:** Official, sealed transcript from a Commission Approved Evaluation service indicating the verification of baccalaureate or higher degree including degree awarded and date (i.e. WES, IERF, etc.)
- Copy of all California credentials currently held
- Completed and signed CL-855 form
- Non-Refundable application fee of \$250.00. (Make check payable to "Regents U.C.")

*Important: Retain copies of all materials submitted for your files and reference.*

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**Fees:**

A \$250 application fee is required and is due upon receipt of application. \* Checks or money orders should be payable to *UC Regents*. An additional fee of \$50 is due upon completion on the program requirements when the candidate applies for the professional, clear credential. All fees are subject to change.

**Application Acknowledgement:**

Applications will be reviewed by a credential analyst. Applicants will be notified of acceptance into the Clear Credential Program by mail within 4 weeks of receipt of a completed application.

The Education Department will mail all admitted participants a formal admittance packet, which will include a Planned Course of Study. The Planned Course of Study will include the four required courses based on the Advanced Areas of Study articulated in SB 2042 and, if necessary, any additional units that the participant may need in order to meet the 45 quarter unit minimum threshold (Graduate level coursework completed after Bachelor's Degree awarded can be applied to meet this minimum threshold). It is strongly recommended that students complete all the program requirements within two years from the date of enrolling in the first course.

**Formal Recommendation to CCTC**

After completion of the requirements in your Planned Course of Study in Fifth Year Clear Credential, candidates must submit the following materials to initiate the online recommendation process.

- Submit completed Credentialing Recommend Request form
  - The form can be requested at [uneduc@ucsd.edu](mailto:uneduc@ucsd.edu)
- A \$50.00 processing fee made payable to "Regents UC" is required.
- Official transcript(s) verifying completion of all coursework in your Planned Courses of Study is required.
  - This includes any coursework completed at UCSD Extension.
- Candidates will be required to submit a \$57 processing fee to the directly to the California Commission on Teacher Credentialing upon recommendation for the Fifth Year Clear Credential program.
  - This fee must be submitted through the Commission's online recommendation system and can be made by credit card only.



**Academic Background**

Name & Location of Colleges or Universities Attended	Dates Attended	Type of Degree or Credential Conferred	GPA	Date Degree or Credential Conferred

**Professional Teaching Experience** (Chronologically, current assignment first)

_____	_____	_____
District	School	Assignment
	_____	_____
	Duration	Supervisor
_____	_____	_____
District	School	Assignment
	_____	_____
	Duration	Supervisor
_____	_____	_____
District	School	Assignment
	_____	_____
	Duration	Supervisor

**Signature:**

*As an applicant to the SB 2042 Clear Credential Program, I certify to the best of my knowledge that all of the above statements are correct and complete. I understand that the submitted records will not be returned. I further understand that applicants do not have access to letters and statements of recommendations or evaluations.*

\_\_\_\_\_ *Applicant Signature* \_\_\_\_\_ *Date*

**For office use only:**

Accepted _____	Date ____/____/____	Section ID _____
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## APPLICATION AND CHECKLIST FOR THE SB2042 Fifth Year Clear Credential Program

*The following five items must be completed and included in your initial application submission:*

- \_\_\_\_\_ 1. Completed and Signed SB2042 Fifth Year Clear Credential Program Application Form
- \_\_\_\_\_ 2. Completed, Signed, and Dated CL-855 form
- \_\_\_\_\_ 3. Non-Refundable application fee of \$250.00.  
(Make check payable to "Regents U.C.")
- \_\_\_\_\_ 4. Copy of your current valid California teaching credential(s)
- \_\_\_\_\_ 5. Official Transcript(s) for college and/or university coursework indicating the verification of baccalaureate and any higher degree from an accredited institution including degree awarded and date. *In addition, official transcripts from a college and/or university that postgraduate coursework was completed.*
  - Degrees Awarded Outside the United States of America:  
Official, sealed transcript from a Commission Approved Evaluation service indicating the verification of baccalaureate or higher degree including degree awarded and date (i.e. WES, IERF, etc.)

Please submit this checklist with items indicated above to:  
Clear Credential Program  
Program Representative  
UCSD Education Extension  
9500 Gilman Drive, #0170N  
La Jolla, CA 92093-0170

For questions regarding the 5<sup>th</sup> Year Clear Credential Application email:  
[unexeduc@ucsd.edu](mailto:unexeduc@ucsd.edu)



**University of California, San Diego, Extension**  
**Department of Education**  
**9500 Gilman Drive #0170N**  
**La Jolla, CA 92093-0170**  
**Phone: (858) 964-1045**  
**Fax: (858) 964-1096**  
**Email: [unexeduc@ucsd.edu](mailto:unexeduc@ucsd.edu)**