

ADMISSION TO THE BILINGUAL AUTHORIZATION PROGRAM

(Required prior to enrollment in courses)

CAL POLY STATE UNIVERSITY, SAN LUIS OBISPO

SCHOOL OF EDUCATION, CREDENTIAL OFFICE

California Polytechnic State University, San Luis Obispo offers a Bilingual Authorization in Spanish. The program will only admit candidates who: a) hold a valid California multiple subject, single subject or education specialist teaching credential that authorizes instruction to English learners (2042 authorization) or a valid California credential plus CLAD certificate or its equivalent, or b) are currently enrolled/or plan to enroll (within 1-2 quarters) in a Cal Poly teacher preparation program.

The following items must be submitted as a packet directly to the Credential Office. Only complete application packets will be accepted.

- 1) **APPLICATION** - The completed application form will be used to establish a file for the candidate.
- 2) **LANGUAGE PROFICIENCY** - To be admitted to the program, all applicants for the Bilingual Authorization must demonstrate their language fluency by passing the CSET--Spanish Subtest III.

Please note: All candidates must pass CSET Spanish, Subtest III **prior to the fall start** of the Bilingual Authorization Program. If you plan on taking the subtest in the spring or summer prior to fall start, include a copy of your CSET subtest III registration form in your application packet.

- 3) **TRANSCRIPTS** - Transcripts showing all baccalaureate and post-baccalaureate work must accompany your application packet. These can be unofficial transcripts at the time of application, however if selected, official sealed transcripts will be required.
- 4) **GPA** - An overall cumulative GPA of 2.67 in the last 60 units.
- 5) **LETTER OF RECOMMENDATION** - Provide a letter that can attest to the attributes that you possess that will contribute to effective teaching or working with school aged youth. The letter may be from a work supervisor or a professor who can verify your professional abilities. Letter should be current, on letterhead, and should not be from a relative.
- 6) **WRITTEN STATEMENT** - Provide a 1-page, single- spaced, rationale of how obtaining a bilingual authorization in Spanish would influence your work with diverse populations of children. Include specific examples.

7) **ELIGIBILITY REQUIREMENTS**

- a. **VALID CREDENTIAL** - Provide a copy of valid California teaching credential, services credential, children's center instructional permit, or children's center supervision permit which authorizes the holder to provide instruction to pupils in preschool, kindergarten, any of grades 1-12 inclusive (including English learners), or classes primarily organized for adults. This may not be an intern credential, substitute, provisional, temporary, waiver, or short-term permit.

OR

- b. **CURRENTLY ADMITTED/PLAN TO APPLY** to a Single Subject, Multiple Subject or Special Education credential program at Cal Poly and requesting concurrent enrollment in the Bilingual Authorization Program.

- 8) **TEACHING SITE ACCESS** (for in-service credentialed teachers only) – If you are a credentialed, in-service teacher, include a letter from a site administrator indicating that you have access to a teaching site that serves emergent bilingual students/English Learners.

We welcome your application for admission to the Bilingual Authorization Program. We are sure you will find this program valuable to your career objectives. The University is committed to the concept that continuous screening and evaluation are necessary to ensure that candidates who complete a program are well prepared to be effective members of the education profession. In addition to the completion of required courses, candidates may expect to be evaluated on their basic skills, personal qualifications and performance factors. If you have any questions, please contact the Credential Office at (805) 756-2126.

BILINGUAL AUTHORIZATION COURSEWORK SEQUENCE AND REQUIREMENTS

Program Component	Requirements	Timeline
Spanish Language Proficiency	Passing of CSET--Spanish, Subtest III	Before entrance into program
Bilingual Foundations/Methods	EDUC 433 Foundations of Bilingual Education	Fall Quarter
Bilingual Literacy	EDUC 423 Bilingual Literacy	Winter Quarter
Cultural Competence	EDUC 405 Social, Historical, and Cultural Influences on Latino/a Students in Education	Spring Quarter

Student Teaching and/or Fieldwork - Candidates in a pre-credential model are required to a) provide tutoring or small group instruction in a bilingual setting using their target language and b) whenever possible candidates should also be placed in a bilingual classroom for one quarter of student teaching. Candidates must demonstrate and be observed using the approved bilingual competencies.

Candidates in a post-credential model (in-service teachers) are required to provide tutoring or small group instruction in a bilingual setting using their target language. At the time of application, they will be required to indicate access to a teaching site that serves emergent bilingual students. Their fieldwork instruction will be evaluated using an instrument developed by the program.

CEST Spanish, SUBTEST III - CSET Spanish, Subtest III must be passed by all candidates prior to admission into program.

GPA – No grades lower than a “B-” while enrolled in a SABE program course.

Important Notes

- *All courses taken at Cal Poly must meet the catalog requirement of not being older than seven years at the completion of the program.*
- *Applicants who are pursuing the Bilingual Authorization only (not currently enrolled in a Cal Poly degree or credential program) will pay course fees via Open University. No additional application is needed for Open University and enrollment will take place in the fall. For course fees and policies, see: <http://openuniversity.calpoly.edu/fees-policy/fees-policy.html>*

CREDENTIAL REQUEST

Candidates who are completing their program requirements may submit their Credential Request Form during the last few weeks of the final quarter of program completion. The Bilingual Authorization will only be recommended by the Credential Office for CTC issuance if you have met all program requirements.

ADVISEMENT

Credential Analysts are available to assist candidates with general questions about any credential program. Please contact them by calling (805) 756-2126 or by emailing soe@calpoly.edu. Program specific questions should be directed to the Bilingual Authorization Coordinator, Dr. Briana Ronan at (805) 756-5056 or bronan@calpoly.edu

APPLICATION FOR ADMISSION TO THE BLA: SPANISH

CAL POLY STATE UNIVERSITY, SAN LUIS OBISPO

SCHOOL OF EDUCATION, CREDENTIAL OFFICE

(First) _____ (Middle) _____ (Last) _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Social Security #: _____ Date of Birth: _____

All Former/Maiden Name(s): _____

Home Phone: _____ Cell Phone: _____

Permanent E-Mail Address: _____ EMPLID #: _____

Please select one:

Currently hold a California Credential (attach a copy of valid California credential)
If currently teaching as credential teacher, include employing district/school site: _____

I am currently admitted/applying to Cal Poly in the following credential program (circle one):
Multiple Subject Single Subject Special Education

LIST ALL COLLEGES AND UNIVERSITIES ATTENDED (including Community Colleges):

Name of Institution	Dates Attended	Degree/Objective

I understand that it is my responsibility to submit all required materials directly to the Credential Office regardless of where else on campus they may be previously sent. Materials may be mailed, emailed or faxed to:

Cal Poly School of Education
Attn: Michelle Walker
Credential Office Bldg 2-120
San Luis Obispo, CA 93407
805-756-5682 (fax) mtwalker@calpoly.edu

To the best of my knowledge, all information I have provided hereon and materials associated with this application are 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 November 19, 1974, all files maintained on a student are to be available for perusal by the student.

Applicant Signature: _____ Date: _____