



Overview of Prerequisites & Requirements - Summer 2020 Cohort

To Be Completed by February 1, 2020 as a Part of Cal State Apply

Prerequisites and Requirements	Completed (Y/N)	Required Completion Date	Steps for Completing
Cal State Apply Application		2/1/20	-Access to application: https://www2.calstate.edu/apply -Must have paid fees, uploaded all required documents, and have recommenders upload letters of recommendation by February 1.
Basic Skills Requirement (e.g., CBEST, SAT, or ACT scores)		2/1/20	-CBEST exam option: Submit a copy of your passing CBEST score report as a part of your Cal State Apply application. We give preference in admission to candidates that have passing CBEST scores by February 1. If you cannot meet this deadline, contact your advisor about options. -Alternatives to the CBEST exam can be found here: https://www.ctc.ca.gov/docs/default-source/leaflets/cl667.pdf?sfvrsn=91a6cf60_16
Certificate of Clearance		2/1/20	-Download the PDF and follow the instructions: http://content-calpoly-edu.s3.amazonaws.com/soe/1/forms/CoC.pdf -Submit a copy of your Certificate of Clearance as a part of your Cal State Apply application.
Subject Matter Verification (CSET or Waiver Program)		2/1/20	-Submit a copy of your passing CSET score report or a waiver letter as a part of your Cal State Apply application. We give preference in admission to candidates that have passing CSET scores by February 1. If you cannot meet this deadline, contact your advisor about options.
FAFSA Financial Aid Application			- If you are planning on receiving financial aid for summer 2020, complete both the 2019/2020 and 2020/2021 application https://studentaid.gov/h/apply-for-aid/fafsa



To Be Completed by May 1, 2020 as a Part of SSTEP

Prerequisites and Requirements	Completed (Y/N)	Required Completion Date	Steps for Completing
Early Field Experience		5/1/20	<p>-Meet with your content advisor to see if you have fulfilled this prerequisite through an approved Cal Poly course (EDUC 300, SCM 300) and additional observation hours.</p> <p>-If completing 45 hours of observation in place of the course and additional hours, complete the early field experience log & form (found in the SSTEP), read <i>Those Who Can Teach</i>, and obtain your content advisor's signature.</p> <p>-Submit to 02-120 a copy of your completed early field experience log & form with your complete SSTEP.</p>
Health Education Course		5/1/20	<p>-HLTH/KINE 250 or 443 at Cal Poly. Various online courses at other universities available.</p> <p>-Meet with a credential analyst (Michelle Walker) in the SOE in 02-120 and have her examine your transcript for an equivalent course. Submit an official transcript to the SOE to document successful completion of an equivalent course.</p>
Other Prerequisites		5/1/20	-Contact your content advisor to see if there are additional content prerequisites (e.g., ENGL 361 for English teacher candidates)
Health Clearance Verification (TB & Rubella)		5/1/20	-Submit to 02-120 a copy of your health clearance (including TB & Rubella) with your complete SSTEP.
Writing Requirement (non-CSU or UC graduates)		5/1/20	<p>-Meet with a representative from Cal Poly's Writing and Learning Center and have them examine your transcript for a course that meets the writing requirement.</p> <p>-If a student has not met the requirement, the test is offered on a Saturday each quarter. Information is available at the Writing and Learning Center (Kennedy Library, 111C).</p>



To Be Completed by the Time You Finish a Credential Program/Apply for Your Credential

Prerequisites and Requirements	Completed (Y/N)	Required Completion Date	Steps for Completing
U.S. Constitution Requirement (non-CSU graduates)		By the completion of a credential program	-Meet with a credential analyst (Michelle Walker) in the SOE in 02-120 and have her examine your transcript for a course that meets the U.S. Constitution Requirement. AP US government credits may also apply. -If a student has not met the requirement, a U.S. Constitution exam is given at a local community college.
CPR (infant, child, adult)		By the completion of a credential program	-CPR certification must be infant, child, and adult; an in-person class; and is valid for 2 years. -Please see the list of local CPR classes on the SOE website: http://content-calpoly-edu.s3.amazonaws.com/soe/1/documents/docs/CPRRoster.pdf -A few CPR classes will be scheduled at Cal Poly throughout the school year; however, there is no guarantee that a spot will be available for you in one of these classes.
edTPA		By the completion of a credential program	-Email the full passing edTPA score report to soe@calpoly.edu .
Google Level 1 Certification		By the completion of a credential program	-Complete the Level 1 training. You must complete all thirteen Level 1 online units https://edutrainingcenter.withgoogle.com/certification -Take and pass the Level 1 certification exam. The exam costs \$10 and may take up to 180 minutes to complete. -Include a printed copy of your Level 1 certification (this is emailed to the email address used to sign up for the exam) with your SSTEP Credential Request Form.



Prerequisites and Requirements	Completed (Y/N)	Required Completion Date	Steps for Completing
Mandated Reporter Training		By the completion of a credential program	<ul style="list-style-type: none">-Included with most substitute teacher trainings (30-day emergency permit). If taken as part of a substitute teacher permit process, include a printed copy of your certification.-If you are unable to complete Mandated Reporter Training as part of the above, complete this online training: http://educators.mandatedreporterca.com/default.htm-Training takes 90-180 minutes to complete.-Include a printed copy of your certification with your SSTEP Credential Request Form.
CSU Exit Survey		By the completion of a credential program	<ul style="list-style-type: none">-Include a printed copy of email confirmation of your completion of the CSU Exit Survey with your SSTEP Credential Request Form.