



# North Coast Teacher Induction Program

5340 Skylane Blvd, Santa Rosa CA, 95403

Phone: 707-524-2818 Fax: 707-524-2815 Website: [www.ncsoe.org](http://www.ncsoe.org)

## CTE Clear Credential Application Checklist

Based on SB 1104 – Issued on or after January 1, 2009

To apply for a Clear Designated Subjects Career Technical Education Credential based on a 3yr preliminary, submit the following items to the North Coast Teacher Induction Program (NCTIP) Regional Office attention: Sherry Navarro.

Participant Name: \_\_\_\_\_ County: \_\_\_\_\_

Contact Information: Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### PROGRAM REQUIREMENTS: Evidence of Completion

1.  Possess a valid California Preliminary CTE Teaching credential (3 or 5 year) (see item # 3 for teaching requirement)
2. **Program of personalized preparation requirement met through one or more of the following (check all that apply):**
  - Foundations & Orientation Class** (or pre-approved equivalent course) along with one or more of the below options:
    - Commission-approved program of personalized preparation** that includes training in Specially Designed Academic Instruction Delivered in English (SDAIE) :
      - Induction Year 1 \_\_\_\_\_  Induction Year 2 \_\_\_\_\_  Fire Science Program (1A & 1B)
    - Previously Held Clear Credential
    - Other Program/Equivalency: \_\_\_\_\_
3. **Verification of Successful Teaching on the CTE Credential – completed Verification of Experience form**
  - Two years of successful teaching on the basis of the Preliminary CTE Teaching Credential in the industry sector(s) listed on the credential
  - Previously Held Clear Credential (1 year teaching verification required)
4. **United States Constitution Requirement met through (check one):**
  - Previously Held Ryan or 2042 Credential
  - A university or college course (official transcript required- please attach or check box below)
    - Transcript submitted with preliminary credential application
  - Exam taken through NCTIP (no further document required)
5. **Health Requirement Including valid CPR (Adult/Child/Infant) met through one or more of the following:**
  - Previously Held Clear Ryan or Preliminary 2042 Credential
  - NCTIP Health Class (units/transcript not required)  Valid CPR (Adult-Infant-Child)
  - Nursing or medical training (copy of current CPR card & medical license required- please attach)
  - University or college course (description of course and official transcript required- please attach)
  - Other: \_\_\_\_\_
6. **Complete study in computer-based technology, including the uses of technology in educational settings:**
  - NCTIP (part of Commission-approved program – item # 2 above)
  - Other (official transcripts required): \_\_\_\_\_

Date of Credential Issuance: \_\_\_\_\_ Evidence Attached & Verified: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: Sherry Navarro, Administrative Specialist

Credential Recommendation approved: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: Karen Ricketts, Regional Director

### CREDENTIAL APPLICATION REQUIREMENTS

1. **Completed and Signed Application- Fully complete 41-4-** Please review carefully as all corrections or additions must be initialed by the applicant. Incomplete applications may be returned to applicant.
2. **\$100.00 Money Order or Cashier's Check** payable to the Commission on Teacher Credentialing or CTC.

Date of Completion: \_\_\_\_\_ All Required Documents Attached & Verified: \_\_\_\_\_

Signature, Nicole Rosaschi, Credential Advisor

**If you have questions about the Designated Subjects credential application process, please contact Nicole Rosaschi, Credential Advisor, (707) 524-2987 or [nrosaschi@scoe.org](mailto:nrosaschi@scoe.org).**