



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.

Candidate 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)
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 including Specially Designed Academic Instruction Delivered in English (SDAIE) : SDAIE Course (transcript required) OR Teaching English Learners NCSOE online course
 - Induction Year 1 _____ Induction Year 2 _____ Fire Science Program (1A & 1B) Transcript required
 - 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 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 Clear Ryan or 2042 Credential
 - A university or college course (official transcript required)
 - 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 2042 Credential
 - Valid CPR (Adult-Infant-Child) AND one of the following:
 - NCTIP Online Health Class (units/transcript not required)
 - Nursing or medical training (copy of current medical license required- please attach)
 - University or college course (description of course and official transcript required- please attach)
6. Complete study in computer-based technology, including the uses of technology in educational settings:
 - Previously held Clear Ryan or 2042 Credential
 - NCTIP (part of Commission-approved program – item # 2 above)
 - University or college course (official transcripts required)

Date of Credential Issuance: _____ Evidence Attached & Verified: _____ Date: _____
 Signature: Sherry Navarro, Admin. Specialist

Credential Recommendation approved: _____ Date: _____
 Signature: Jason Lea, Executive Director

CREDENTIAL APPLICATION REQUIREMENTS

1. Completed and Signed Application- Fully complete 41-4- Please review carefully as the CTC will not allow any corrections.
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: _____
 Credentials Department Signature

If you have questions about the Designated Subjects credential application process, please contact Sonoma COE Credentials at (707) 524-2681 or credentials@scoe.org.