## Application Checklist

### Program Requirements for All Applicants

- Bachelor’s Degree
- Interview
- Minimum 3.0 GPA *(cumulative or last 60 semester units)*
- Minimum of Two Letters of Recommendation
- Resume/CV
- Statement of Purpose
- Unofficial Transcripts

### Program Requirements by Objective *(must select one objective)*

#### Master’s Degree + Credential

- Basic Skills
- Certificate of Clearance
- Early Field Experience
- Subject Matter Competency
- Written English Proficiency

#### Master’s Degree Only

- Certificate of Clearance *(M/S applicants only)*
- Written English Proficiency

#### Credential Only

- Basic Skills
- Certificate of Clearance
- Early Field Experience
- Proof of Master’s Degree
- Subject Matter Competency

### Program Area *(must select one area)*

- Early Childhood Special Education *(ECSE)*
- Mild to Moderate Disabilities *(M/M)*
- Moderate to Severe Disabilities *(M/S)*
- Orientation & Mobility *(O&M)*
- Visual Impairments *(VI)*

### Application Materials

- Bachelor’s Degree
  - Minimum 3.0 GPA - can be cumulative or last 60 semester/90 quarter units

- Basic Skills *(ctcexams.nesinc.com)*
  - Met by one of the following:
    - Passing all three sections of the CBEST
    - Passing all three sections of the CSET: Multiple Subjects AND CSET: Writing Skills

- Certificate of Clearance
  - Following LiveScan Fingerprinting procedures, apply for the Certificate of Clearance document on the CA CTC website *(ctc.ca.gov)*.

- Early Field Experience *(EFE)*
  - Minimum of 45 hours of volunteer or work experience with students that represent your intended program area. Supervisor/administrator must verify hours by completing EFE form. **Note:** O&M applicants exempt

- Resume/Curriculum Vitae
  - List any experiences, accomplishments, or skills relevant to special education

- Statement of Purpose
  - In 2-4 pages, outline why you are interested in this program and how the program will allow you to meet your professional and academic goals. Describe the experiences or personal attributes that have led you into the field of special education.

- Subject Matter Competency *(ctcexams.nesinc.com)*
  - Met by one of the following:
    - Passing all three sections of the CSET: Multiple Subjects
    - Passing all subtests of a qualifying CSET: Single Subjects
  - **Note:** O&M and ECSE applicants exempt

- Two Letters of Recommendation
  - On Cal State Apply, please provide the contact information for at least two professional or academic references. References will be contacted by email regarding how to submit a letter of recommendation.

- Unofficial Transcripts
  - Unofficial transcripts from all institutions previously attended.

- Written English Proficiency
  - Met by one of the following:
    - Passing CSET: Writing Skills *(ctcexams.nesinc.com)*
    - Earning at least a 3.5 on the GRE: Analytical Writing section *(ets.org/gre)*