California State University Dominguez Hills
Special Education Program
Master’s Degree, Credential, and ECSE Added Authorization Application

Deadline Dates*: Spring Term: November 1; Fall Term: July 15
* NOTE: Deadline dates are subject to change.

Application Process: Two separate applications (University and Program) to be completed for program admission. If you wish to be a University Intern, there is a third application for the Intern credential; see intern coordinator before submitting this application.

Apply to the University online at www.csumentor.edu

Apply to the Special Education Program. A complete program application must include:

- Application and attach resume.
- Check or money order for $50.00 payable to CSUDH (non-refundable).
- Official transcripts of all college course history including degree(s) posted. Minimum 2.75 grade point average (GPA) in the last sixty (60) semester or 90 quarter units attempted.
- Three professional references from supervisory individuals acquainted with the applicant’s work with children/youth written within the last three years.
- Current negative TB test results (no older than 4 years at the time of start term).
- Copy of valid emergency, substitute permit, valid credential (Preliminary Educational Specialist; Multiple Subject; Single Subject) Certificate of Clearance (packets available at the Student Services Center, SCC 510).
- Verification of U.S. Constitution requirement by course/test (highlight course on transcript-need grade of C or better.
- Verification of Basic Skills: Copy of passing CBEST card and scores; or copy of passing scores on CSET: Multiple Subject Plus Writing Skills Examination or copy of scores of “college ready” or “exempt” on CSU EAP Placement exams in Math and English or copy of score of 50 on CSU ELM Placement Test and score of 151 on CSU EPT Placement Test.
- Verification of subject matter competence - Submit copy of score report(s) or current credential (CSET in Multiple Subjects, English, Mathematics, Science, Social Science OR a current CA credential in one of these subject areas. NOTE: Early Childhood Special Education candidates are exempt from this requirement.)
- Verification of 45 hours of Early Field Experience (verification form attached) NOTE: Early Childhood Special Education candidates’ Early Field Experience must be in general education Pre K (public and/or non-public).

University Intern Credential Application. A complete Intern Credential application must include:

- Required Program Advisement. Call 310- 243-3496 for an appointment. After advisement appt. submit the following:
- Verification of a position as a Special Education teacher-of-record in a school district, NPS or charter school. (SPE 480 and SPE 481)
- General Ed credential holders can take pre-service courses in first semester of Intern Program.
- New Intern Letter for Employing Agencies
- Credential request form
- District Certification of Pre-service Preparation and Support (including Intern Consent Form)
- Change of objective (for SPE student must see an advisor to verify their Course of Study and MOU status)

NOTE: Your application for the University Internship Credential will not be processed until you have been admitted into the Special Education Program Application, the University and met the pre-service requirements.

Early Childhood Special Education Added Authorization. A complete program application must include:

- Application and attach resume.
- Check or money order for $50.00 payable to CSUDH (non-refundable).
- Copy of Preliminary, Level II or clear M/M or M/S Education Specialist credential.
- Valid Preliminary, Level I, Professional Clear, Clear, Level II, or Life Education Specialist Teaching Credential
- Three professional references from supervisory individuals acquainted with the applicant’s work with children/youth written within the last three years.
- Minimum 2.75 grade point average (GPA) in the last sixty (60) semester or 90 quarter units attempted.

Submit all materials to the Student Services Center (SCC 510). Allow 3-6 weeks for application processing. For questions/status regarding program application ONLY contact the Application Unit at (310) 243-3530. You will receive letters of acceptance from both the University and from the Special Education Program.

Rev. 7/13
Special Education Program Application

Please check ALL that apply. You may only apply for one master’s degree* and one credential program.

Credential:
☐ Preliminary: Mild/Moderate Disabilities
☐ Preliminary: Moderate/Severe Disabilities
☐ Preliminary: Early Childhood Special Education

Master’s Degree:
☐ M.A. in Special Education--Preliminary credential required
 Exceptions will be reviewed by SPE Exceptions Committee

☐ Clear: Education Specialist

Option:
☐ University Internship Option (ask for Intern Credential Packet)
☐ Student Teaching/Traditional

Authorization
☐ ECSE Authorization--Preliminary credential required

Do you have a valid California General Education Credential? 0 No 0 Yes (Type): 

Do you have a valid California Education Specialist Credential? 0 No 0 Yes (Type): 

Do you have a valid Out-of-State Credential? 0 No 0 Yes (Type): 

State: __________________________

APPLICATION INFORMATION (Please print or type)

Application Date: __________________________ Anticipated Starting Term: __________________________

SSN: __________________________

Date of Birth: __________________________

Name: __________________________

Last Name __________________________ First Name __________________________ Middle Initial __________________________

Home Phone: __________________________ Work Phone: __________________________

Mailing Address: __________________________

Street Address __________________________

City __________________________ State __________________________ Zip Code __________________________

E-Mail Address: __________________________

ACADEMIC HISTORY: List college/universities attended.

<table>
<thead>
<tr>
<th>School Name</th>
<th>From</th>
<th>To</th>
<th>Major</th>
<th>Degree Posted</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Verification of Basic Skills: Test Taken: __________________________ Date passed: __________________________ Total Score: __________________________

Verification of Subject Matter (if needed): Test(s) Taken: __________________________

Area: __________________________ Date Passed: __________________________

*IIt is important that a student declare his/her intent to be in a master’s degree program at the time of their initial application. Any units taken after the first nine units of post baccalaureate work will not be considered as applicable to the master’s degree program. Included in these nine units is coursework that the student wishes to bring into the program from another university. This is a university residency requirement.

I understand that I am responsible for knowing and adhering to all program, division and university regulations.

Signature: __________________________ Date: __________________________
California State University Dominguez Hills  
Special Education Program  
EARLY FIELD EXPERIENCE OBSERVATION/PARTICIPATION DOCUMENTATION FORM

**Directions:** You must indicate completion of a TOTAL of 45 hours of field experience. For **ECSE:** The 45 hours of field experience must be in a general education Pre K (public and/or non-public) setting.

Anticipated Start Term: ___________________________ SID: ___________________________

SPE Candidate: ____________________________________________  
Last Name: ___________________________  First Name: ___________________________  Middle Name: ___________________________

Circle One:  
- Mild/Moderate Disabilities  
- Moderate/Severe Disabilities  
- ECSE

Name of School Personnel: ___________________________ Title: ___________________________

School Name: ___________________________ District: ___________________________

School Telephone: ___________________________

<table>
<thead>
<tr>
<th>Description</th>
<th>Hours</th>
<th>Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom observation of credentialed teacher (PreK-6)</td>
<td></td>
<td>Signature: Date:</td>
</tr>
<tr>
<td>Classroom observation of credentialed teacher (PreK-6)</td>
<td></td>
<td>Signature: Date:</td>
</tr>
<tr>
<td>Classroom observation of credentialed teacher (PreK-6)</td>
<td></td>
<td>Signature: Date:</td>
</tr>
<tr>
<td>Classroom observation of credentialed teacher (6-12)</td>
<td></td>
<td>Signature: Date:</td>
</tr>
<tr>
<td>Classroom observation of credentialed teacher (6-12)</td>
<td></td>
<td>Signature: Date:</td>
</tr>
<tr>
<td>Classroom observation of credentialed teacher (6-12)</td>
<td></td>
<td>Signature: Date:</td>
</tr>
<tr>
<td>Classroom observation of modifications for EL and/or special needs students</td>
<td></td>
<td>Signature: Date:</td>
</tr>
<tr>
<td>Interview with resource personnel:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Counselor/psychologist/nurse</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Resource teacher</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Speech pathologist</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Administrator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Curriculum specialist</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LBS undergraduate*</td>
<td>45</td>
<td>Attach copy of degree</td>
</tr>
<tr>
<td>Paraeducator Experience*</td>
<td>45</td>
<td>Attach letter from district</td>
</tr>
<tr>
<td>Current credential*</td>
<td>45</td>
<td>Attach copy of credential</td>
</tr>
<tr>
<td>Experienced substitute teacher*</td>
<td>45</td>
<td>Attach letter from district</td>
</tr>
</tbody>
</table>

*Documentation of one of these waives the necessity for observations and signatures.

Additional requirements to become an Intern:  

<table>
<thead>
<tr>
<th>SPE 480 or equivalent</th>
<th>Taken at:</th>
<th>Semester taken:</th>
<th>Grade:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 481 or equivalent</td>
<td>Taken at:</td>
<td>Semester taken:</td>
<td>Grade:</td>
</tr>
</tbody>
</table>