

# WJU School of Education

## Master of Art's in Teaching Credential Checklist

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\$ indicates cost associated

### Program Admission

*Prior to admission, the following documents must be submitted to the Credential Analyst for admission consideration*

- 90+ hours experience working with children (*discussed in SPS Application*)
  - SPS Application (*online - [sps.jessup.edu](http://sps.jessup.edu)*)
  - Verification of BA/BS from regionally accredited institution (*official transcripts*)
  - Minimum GPA of 3.0 (*no document necessary*)
  - TB Clearance (*see your doctor*) \$
  - Certificate of Clearance (*directions on [my.jessup.edu](http://my.jessup.edu)*) \$
  - CBEST passing score (*info <http://www.cbest.nesinc.com/>*) \$
  - CSET passing score (*or registered - info <http://www.cset.nesinc.com/>*) \$
- Please note the deadlines for passing your CSETs. All required CSETs must be passed prior to obtaining clearance for Student Teaching.*

### Student Teaching Approval

*The following documents must be submitted prior to start of second semester and await approval to begin Student Teaching*

- Student Teaching Application (*on [my.jessup.edu](http://my.jessup.edu)*)
- Emergency Contact Liability Release Form (*on [my.jessup.edu](http://my.jessup.edu)*)
- Photo Video Release Form (*on [my.jessup.edu](http://my.jessup.edu)*)
- Program Courses (*no document necessary*)
- CSET passing score (*info <http://www.cset.nesinc.com/>*)
- TEDU 570 – Initial Student Teaching complete (*no document necessary*)
- TPA Task 1 passing score (*taken in program*)

### Credential Completion

*The following documents must be submitted to the Credential Analyst prior to making recommendation to the CTC for a CA Preliminary Multiple Subject Teaching Credential*

- All Program Fieldwork (*Observing, Assisting, Student Teaching*)
- TPA Task 2 passing score (*taken in program*)
- TPA Task 3 passing score (*taken in program*)
- TPA Task 4 passing score (*taken in program*)
- RICA passing score (*info [http://www.ctcexams.nesinc.com/about\\_rica.asp](http://www.ctcexams.nesinc.com/about_rica.asp)*) \$
- Current CPR (*must have infant, child, and adult*) \$