

# Education Specialist Credential: Moderate/Severe Preliminary Level I

Gevirtz Graduate School of Education  
Santa Barbara, CA 93106-9490

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## IMPORTANT

- **Deadlines:** March 1<sup>st</sup> if applying to the MED/ESC or May 1<sup>st</sup> if applying to the MA/ESC
  - It is the applicant's responsibility to make sure that all materials are postmarked by the deadline.
  - Faxes are not accepted as originals for any support materials.
  - To verify if Application materials have been received, please logon to your online application at: <https://www.graddiv.ucsb.edu/eapp/>. **Please note** that Materials will not be ready to view until the applicant has filled out the E-app and has paid the \$70 fee. If you have any questions, the GGSE SAO Office can be reached at (805) 893-2137 or e-mail: [sao@education.ucsb.edu](mailto:sao@education.ucsb.edu).
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## UNIVERSITY REQUIREMENTS

Apply by electronic (E-App) application with the Graduate Division. If you do not have access to the E-App online, contact Graduate Division. For application fee waiver requests or more information and requirements: contact Graduate Division (<http://www.graddiv.ucsb.edu>) (805) 893-2277.

### Send the documentation listed below to:

Graduate Division  
University of California  
3117 Cheadle Hall  
Santa Barbara, CA 93106-2070

**E-App** ([www.graddiv.ucsb.edu/eapp/](http://www.graddiv.ucsb.edu/eapp/)) Complete and submit on-line. The \$70.00 non-refundable application fee may be paid by Check/Money Order (mail with required Submission form to Graduate Division), or by credit card (Visa or Master card). *Application payment by credit card (Visa or Master card) must be made online as part of the application process. Credit card payments cannot be accepted at any other point.*

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**Supplemental Application for Financial Support.** FAFSA ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)) available in January.

### Send the below documentation to:

Gevirtz Graduate School of Education  
Student Affairs Office  
University of California  
Santa Barbara, CA 93106-9490

**Two (2) copies of Statement of Purpose** including the Personal Achievements/Contributions and a résumé or vita. Please do not staple the 2 copies together. Also attach a coversheet to each Statement of Purpose copy.

Coversheets can be found at: (<https://www.graddiv.ucsb.edu/admissions/forms/>) Your Statement of Purpose should be 1-3 pages typed and include a discussion of:

- ....., Your motivation to become a teacher.
  - ....., Personal qualities that you will bring to the teaching profession.
  - ....., Experience working with elementary/secondary school age students.
  - ....., Experience and interest in working with diverse student populations, personal achievements, .....,
- Any autobiographical information you would like to include.

**☐ Three (3) Letters of Recommendation:** Three letters of recommendation are required as part of your application. Letters of recommendation are submitted online through the Online Graduate Application. You will be asked to supply the name, email address, and current institution of each recommender. Once supplied, the online application will provide instructions to each of your recommenders via email. Recommenders may upload letters in PDF, DOC, or TXT file formats. Once you submit your online application, you can manage your letters of recommendation through your Application Status Page. Here, you can:

- \* Add or replace a recommender
- \* Send a follow-up notification to each of your recommenders
- \* View the status of each letter

In instances where your recommender is unable to submit a letter online, a letter of recommendation may be sent directly to the Gevirtz Student Affairs Office. A Letter of Recommendation Coversheet must accompany the letter. More information is available at the Graduate Division website: <http://www.graddiv.ucsb.edu/admissions/application/>. The preferred method for submission is online.

**☐ Two (2) copies of Official Transcripts:** Transcripts from each institution attended since high school or secondary school. Please make arrangements for these to be sent directly from your prior educational institutions. Applicants must have a baccalaureate degree in an academic subject from a regionally accredited college or university. **If your baccalaureate degree is from another country** you will need a transcript evaluation from one of the California Commission on Teacher Credentialing state approved agencies listed at the website: [www.ctc.ca.gov/credentials/leaflets/c1635.html](http://www.ctc.ca.gov/credentials/leaflets/c1635.html). Please contact Suzanne Raphael if you have any questions at: [suzanne@education.ucsb.edu](mailto:suzanne@education.ucsb.edu) or phone at (805) 893-2036

**☐ Official GRE Scores OR MAT Scores: \*\*\*\* If applying to the MA or PHD in SPEDR, please take the GRE. If applying to the MED you can take either the MAT or the GRE \*\*\*\*\***

For the GRE, all three sections of the General Test - quantitative, verbal, and analytical writing are required. The **UCSB Institution Code is 4835**. Scores must be within 5 years of quarter for which you are applying. Please note GRE scores must be sent electronically through the ETS. MAT information can be obtained through UCSB Career Services: (805) 893-6004.

**☐ Official TOEFL Scores or IELTS** (International applicants): Not required if awarded a bachelor's or master's degree by a U.S. institution. The UCSB Institution Code is 4835. Scores must be within 2 years of the quarter for which you are applying. Please note: TOEFL scores must be sent electronically through the ETS.

**☐ GGSE Questionnaire:** Download (<http://education.ucsb.edu/Graduate-Studies/Student-Services/prospective-students/application-checklist.htm>) under number 3.

**Suggestion:** When mailing your information, purchase a post office mailing receipt with date stamped as proof of meeting the application deadline.

**Pre-Professional Experience.** Contact Joanne Singer (805) 893-7811 or [jsinger@education.ucsb.edu](mailto:jsinger@education.ucsb.edu) or the Pre-Professional Coordinator for placement or verification at <http://www.education.ucsb.edu/Graduate-Studies/Pre-Professional/home.htm>. Please begin pre-professional experience ASAP; 60 hours must be completed by June 2010.

**Screening Interview.** The Teacher Education Program will contact you to schedule a required screening interview. Please make sure that the e-mail and phone number listed on your online application are correct.

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### STATE CREDENTIAL REQUIREMENTS

**Contact Suzanne Raphael.** Contact Suzanne Raphael at ([suzanne@education.ucsb.edu](mailto:suzanne@education.ucsb.edu) or phone at (805) 893-2036 for specific information on how to complete and document the state certification requirements for the teaching credential.

**Subject Matter Competency: CSET State Exam.** See registration deadlines on CSET website: [www.cset.nesinc.com](http://www.cset.nesinc.com). If you have questions regarding the correct exam, please contact Suzanne Raphael.

**Basic Skills Exam:** There are several options to complete the Basic Skills requirement. Please refer to the **Credential Advising Handbook or the CBEST State Exam**. See registration deadlines on CBEST website: [www.cbest.nesinc.com](http://www.cbest.nesinc.com).

**Certificate of Clearance:** Each applicant sends a Certificate of Clearance application to the California Commission on Teacher Credentialing (CCTC) in Sacramento. The CCTC grants you permission to student teach on the basis of this data.

**Course Prerequisites.** These courses can be taken at UCSB or equivalent courses at another institutions. The courses include: U.S. Constitution (Political Science 12); Health Education (Education 109); and Technology (Education 103). Course substitutions are available for students who can document course equivalency.

**TB Clearance:** Students need a TB clearance that will be administered by the UCSB Student Health Services offered in the summer during the Credential Program.

**CPR Certification:** CPR Certification course is required and offered in the summer during the Credential Program.

**Check the Credential Website:** Please review the Credential website for a more complete description of the items mentioned above. <http://education.ucsb.edu/Graduate-Studies/Credentials/home.htm>.

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### Downloading PDF Files

PDFs or portable document files are files that can be viewed with Adobe Acrobat Reader plug-in (if you have it) or can be viewed with [Acrobat Reader](#) which should be installed on your computer.