

# University of La Verne

## Master of Arts in Teaching with the Single Subject Teaching Credential Admission Requirements Checklist (2019-2020)

<input type="checkbox"/> Application for Admission <ul style="list-style-type: none"> <li>○ Apply online: <a href="https://laverne.edu/apply/">https://laverne.edu/apply/</a></li> <li>○ Select General Application</li> <li>○ Create Account</li> <li>○ Application Type = Graduate</li> <li>○ Degree Level = Master's</li> <li>○ Major/Program = <b>Teaching, Single Subject, MA</b></li> </ul>
<input type="checkbox"/> Writing competency assessment. This is an assessment administered by a university representative.
<input type="checkbox"/> Statement of Purpose. <a href="#">See directions.</a>
<input type="checkbox"/> Three letters of recommendation <ul style="list-style-type: none"> <li>○ <a href="#">Use this form</a></li> <li>○ <b>Important!</b> Complete the box at the top before you give it to faculty, your immediate supervisor/principal, and/or professional colleagues in K-12.</li> </ul>
<input type="checkbox"/> <a href="#">CBEST</a> <ul style="list-style-type: none"> <li>○ A passing score on CBEST (or equivalent) is required for admission effective Fall 2019.</li> <li>○ For alternatives to CBEST, please review this leaflet from the California Commission on Teacher Credentialing (CCTC): <a href="http://www.ctc.ca.gov/credentials/leaflets/cl667.pdf">http://www.ctc.ca.gov/credentials/leaflets/cl667.pdf</a></li> <li>○ Upload the PDF of your official CBEST score report in your online application portal.</li> </ul>
<input type="checkbox"/> <a href="#">CSET</a> <ul style="list-style-type: none"> <li>○ It is highly recommended that you have a passing score on CSET when you begin the program.</li> <li>○ If you are working on CSET when you apply for admission, please provide your current score report and/or verification of registering for CSET in the subject area you wish to be certified.</li> <li>○ Single Subject candidates who have completed a CCTC approved subject matter competence program for their subject area must submit an official letter with an authorized signature from their undergraduate institution. Single Subject students with a subject matter competence program must have a 3.0 in the major.</li> </ul>
<input type="checkbox"/> Verification of current TB clearance (negative result within the past two years.) This can be uploaded in your online application portal.
<input type="checkbox"/> Current fingerprint clearance with the California Commission on Teacher Credentialing. Here are some options: <ul style="list-style-type: none"> <li>○ Application for <a href="#">Certificate of Clearance</a> <ul style="list-style-type: none"> <li>▪ <a href="#">Live scan form</a></li> <li>▪ <a href="#">On this webpage</a> you will find written instructions for applying for the certificate on the CTC website after you are fingerprinted. There is also a video that you can watch.</li> </ul> </li> <li>○ Copy of a current <a href="#">Substitute Teaching Permit</a> issued by CCTC. A candidate with a Substitute Permit must renew the permit annually to keep it current.</li> </ul>
<input type="checkbox"/> Official transcripts from all institutions attended <ul style="list-style-type: none"> <li>○ Candidates must have a Bachelor's degree from a regionally accredited college or university.             <ul style="list-style-type: none"> <li>▪ GPA of 2.75 overall</li> <li>▪ Applicants whose GPA is below this standard must submit a low GPA statement.</li> </ul> </li> <li>○ Official transcripts must be sent directly to the University of La Verne by the credit granting institution.</li> <li>○ <b>E-transcripts should be sent to <a href="mailto:admissiondocs@laverne.edu">admissiondocs@laverne.edu</a>.</b></li> <li>○ Hard copy transcripts should be mailed to University of La Verne, Graduate Admission, 1950 Third Street, La Verne, CA 91750</li> </ul>

Program Representatives			
Locations	Admission	Academic Advising	Regional Faculty
Bakersfield	<a href="#">Marcus Duarte Smith</a>	<a href="#">Marcus Duarte Smith</a>	
High Desert (Victorville)	<a href="#">Judy Henson</a>	<a href="#">Judy Henson</a>	<a href="#">Dr. Gary Stiler</a>
Santa Clarita (College of Canyons)	<a href="#">Charles Masterson</a>	<a href="#">Renee Rivera</a>	<a href="#">Dr. Lanney Mayer</a>
Ventura County (Oxnard)	<a href="#">Charles Masterson</a>	<a href="#">Renee Rivera</a>	<a href="#">Dr. Joy Springer</a>