

## IMPACT Intern Preliminary Teaching Credential Program Application

First Name: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

Maiden or Prior Last Name: \_\_\_\_\_

Physical Address (street/apt/unit): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different than physical): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Birthdate: \_\_\_\_\_

**Gender:**  Male  Female

**U.S. Citizen:**  Yes  No

**Veteran:**  Yes  No

**Ethnic Origin:**

- Hispanic/Latino of any race     American Indian or Alaska Native     Asian     Black or African American  
 Native Hawaiian or Other Pacific Islander     White (Non-Hispanic)     Two or more races     Decline to State

➤ **Program Location Choice\*:**

- Ceres (Stanislaus County Institute of Learning)     Stockton (San Joaquin County Office of Education)

*\*Late start is not available at the Ceres campus for multiple and single subject candidates. All Single Subject candidates are required to attend classes on the Stockton campus the second semester.*

➤ **Please select your intern credential program:**

- Multiple Subject  
 Single Subject    Content Objective \_\_\_\_\_  
 Education Specialist, Mild/Moderate     Education Specialist, Moderate/Severe     Education Specialist, Early Childhood

➤ **Pre-Service Program Completion Location (Check one)**

- I completed Pre-Service Coursework at TCSJ  
 I completed Pre-Service Coursework at another academic institution.

➤ **If you would like to begin to earn a Master's Degree in Education (M.Ed.) while you are in the credential program, please indicate the concentration you would like to pursue:**

- M.Ed. Early Education  
 M.Ed. Educational Inquiry  
 M.Ed. STEM - Science, Technology, Engineering and Math  
 M.Ed. Special Education  
 M.Ed. Educational Leadership and School Development (*candidates are not eligible to begin the Administrative Services Credential Program until they have at least four years of full-time credentialed teaching.*)

➤ **If you would like to earn a Master's Degree in Education please select the summer you would like to begin coursework\*:**

- Summer 2018  
 Summer 2019

*\*During the credential program, candidates can take master's degree program coursework in summers only until credential coursework is complete.*

➤ *Candidates who did not complete Pre-Service coursework at TCSJ must list every Junior/Community College and University attended.*

Name/City/State of Institution Attended	Dates Attended
	From: _____ To: _____
	From: _____ To: _____
	From: _____ To: _____
	From: _____ To: _____
	From: _____ To: _____

➤ **Have you ever been enrolled in a teacher preparation program?**  No  Yes

If yes, official name of academic agency: \_\_\_\_\_

➤ **Do you hold a valid Teaching Credential?**  No  Yes

**Program Requirements**

✓ **Electronic Device:** Candidates are required to come prepared for class each night with a laptop or tablet to access course material. Devices must have “dual band” Wi-Fi radios. Devices without dual band radios may not be able to access required course curriculum. Please check with your device vendor to determine whether the device you wish to use has this capability. The program is not responsible for lost, stolen or damaged electronic devices.

✓ **Program Service Area Boundaries:** Candidate is responsible for ensuring that location of employment as an intern teacher is located within the TCSJ service area boundaries and with a partner agency.

**Verifications/Authorizations**

I agree to abide by all TCSJ policies and procedures. I will attend all the orientation meetings required for the program. I agree to inform Admissions of any information pertinent to my status as a student in the program, including change of name, address, phone number or email. I authorize TCSJ to release any information from my records, which is needed by the California Commission on Teaching Credentialing (CCTC) to determine my fitness and/or eligibility to teach. I certify that all the information submitted in this application is correct.

➤ Signature: \_\_\_\_\_ Date \_\_\_\_\_

<b>Internal Use Only:</b> Application Received _____ <div style="text-align: right; margin-right: 50px;">Date/Initials</div>	Application Entered _____ <div style="text-align: right; margin-right: 50px;">Date/Initials</div>
<b>IMPACT Start Date:</b> _____	
Notes:	

**IMPORTANT: Please use a folder or envelope and submit all items on this checklist (in the order listed below) along with this application.**

### Credential Program Application Checklist

- ✓ **IMPACT INTERN PRELIMINARY TEACHING CREDENTIAL APPLICATION**
  - I have enclosed the IMPACT Intern Preliminary Teaching Credential Application
- ✓ **PROOF OF EMPLOYMENT (Check one)**
  - I have enclosed the Letter of Intent to employ from my district (must be on district letterhead and include school site subject and grade level)
- ✓ **EMERGENCY CONTACT FORM**
  - I have enclosed the completed form.
- ✓ **CANDIDATE ACCEPTABLE USE POLICY AND COMPUTER USE AGREEMENT FORM**
  - I have enclosed the completed form.
- ✓ **AUDIO/PHOTO/VIDEO MEDIA RELEASE FORM**
  - I have enclosed the completed form.
- ✓ **DID YOU COMPLETE PRE-SERVICE WITH TCSJ AND RECEIVE AN INERN ELIGIBLE LETTER?**
  - Yes- If yes and you would **NOT** like to begin to earn a Master's Degree in Education (M.Ed.) while you are in the credential program, you are finished with this form and do not need to include any other documents with your application. **STOP**
  - Yes- If yes and you **WOULD** like to begin to earn a Master's Degree in Education (M.Ed.) while you are in the credential program, please complete the additional requirements on **page 4**.
  - No – I must complete this form and attach documents as required.
- ✓ **OFFICIAL TRANSCRIPTS (Check one)**
  - I am enclosing official transcripts from each institution that I attended.
  - I completed college or university coursework at an institution in a country other than the United States and have enclosed a report of the complete evaluation of foreign transcripts, degrees and other relevant documents.
- ✓ **COMPLETION OF US CONSTITUTION REQUIREMENT (Check one)**
  - I earned my BA/BS degree at a CSU campus.
  - I have enclosed my transcript showing completion of other coursework along with the course description.
  - I have enclosed my score report from an approved examination showing a minimum passing score.
- ✓ **SUBJECT MATTER COMPETENCY VERIFICATION (Check all that apply)**
  - I have taken the Multiple Subject CSET or completed a Subject Matter Preparation Program. I have enclosed one of the following:  Subject Matter Preparation Verification  A copy of my CSET score report
  - OR-**
  - I have taken the Single Subject CSET or completed a Subject Matter Preparation Program. I have enclosed one of the following:  Subject Matter Preparation Verification  A copy of my CSET score report
- ✓ **BASIC SKILLS REQUIREMENT- (Check one) For more information click [HERE](#)**
  - I have enclosed a copy of my CBEST score report
  - I have enclosed a copy of my CSET Multiple Subject **and** CSET Writing Skills subtest #142 score reports.
  - I have enclosed a copy of my Basic Skills Examination report from another state.
  - I have enclosed my **original** results on CSU EAP test – Math and English results: “College Ready” or “Exempt”.
  - I have enclosed my **original** CSU Placement Test score reports showing a score of 50 on Entry Level Math (ELM) test and 151 on the English Placement Test (EPT) OR combined passing EAP and EPT/ELM examination scores.
  - I have enclosed my **original** SAT score reports showing a minimum score in English of 500 and in Mathematics of 550.
  - I have enclosed my **original** ACT score reports showing a minimum score in English of 22 and in Mathematics of 23.
  - I have enclosed my **original** College Board Advanced Placement (AP) examination score reports showing a minimum score in English of 3 and in Calculus or Statistics of 3.
- ✓ **CERTIFICATE OF CLEARANCE (FORM 41-LSa)**
  - Enclosed is my email from CCTC showing that I completed this requirement (*Not required if you hold a valid teaching credential/permit or child center permit*)
- ✓ **TUBERCULOSIS TEST RESULTS**
  - Enclosed is a copy of my tuberculosis test results dated within the last four years.
- ✓ **LETTER OF GOOD STANDING (Only required if you have been enrolled in a teacher preparation program.)**
  - Enclosed is my letter of good standing from my previous teacher preparation program/educational agency.
  - Enclosed is my letter of explanation for not being granted a letter of good standing from my previous teacher preparation program/educational agency.
- ✓ **APPLICATION FEE**
  - I am enclosing my non-refundable application fee of \$50 with my application (**Waived for candidates who completed Pre-Service**). *If making payment with a check, make payable to SJCOE. Cash/credit/debit will be accepted only if paid in person.*
- ✓ **PROCESSING FEE**
  - I am new to the IMPACT Teaching Credential Program; therefore, I am enclosing my non-refundable \$250 processing fee. I understand that this processing fee will be applied to my ending financial balance if I successfully complete my program. *If making payment with a check, make payable to SJCOE. Cash/credit/debit will be accepted only if paid in person*

(Checklist Continued on Next Page)

**Additional Master's Degree Program Application Requirements:**  
**(Optional and only necessary if beginning a masters and pursuing a credential concurrently)**

✓ **Letter of Candidate Introduction**

- I have enclosed my letter of introduction. (No more than 2 pages) this letter is your opportunity to introduce yourself to the selection committee. What qualities do you possess that make you a good candidate for Teachers College of San Joaquin graduate school? What set of experiences do you bring to this work? How can you contribute to meeting our mission? In short, why do you want to be a part of this program?

✓ **Two recommendation forms (within application)**

- I have submitted the completed recommendation forms in sealed, signed envelopes. I understand that these recommendations are confidential and will not be available to me.

**Teachers College of San Joaquin**

Physical Address: 2857 Transworld Drive, Stockton, CA 95206

Mailing Address: P.O. Box 213030 Stockton, CA 95213-9030

Office: (209) 468-4926, Fax: (209) 468-9124

[www.teacherscollegesj.edu](http://www.teacherscollegesj.edu)

Submit your application with all required documentation in person to the physical address or via US Postal Service to the mailing address.

## Emergency Contact Form

### **Candidate Personal Information:**

First Name: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

Last 4 SSN: \_\_\_\_\_

### **Contact #1**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell Phone (including area code): \_\_\_\_\_

Home Phone (including area code): \_\_\_\_\_

Work Phone (including area code): \_\_\_\_\_

### **Contact #2**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell Phone (including area code): \_\_\_\_\_

Home Phone (including area code): \_\_\_\_\_

Work Phone (including area code): \_\_\_\_\_

### **Contact #3**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell Phone (including area code): \_\_\_\_\_

Home Phone (including area code): \_\_\_\_\_

Work Phone (including area code): \_\_\_\_\_

## Teachers College of San Joaquin

### CANDIDATE ACCEPTABLE USE POLICY AND COMPUTER USE AGREEMENT

#### TERMS AND CONDITIONS FOR USE OF COMPUTER RESOURCES

The Teachers College of San Joaquin and the San Joaquin County Office of Education - Data Processing Joint Powers Authority, hereinafter referred to as the “College”, authorizes candidates enrolled in the College to use technology owned or otherwise provided by the College as necessary for instructional purposes. The use of College technology is a privilege permitted at the College's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Policy and Computer Use Agreement. The College reserves the right to suspend access at any time, without notice, for any reason.

The College expects all candidates to use technology responsibly in order to avoid potential problems and liability. The College may place reasonable restrictions on the sites, material, and/or information that candidates may access through the system.

The College makes no guarantee that the functions or services provided by or through the College will be without defect. In addition, the College is not responsible for financial obligations arising from unauthorized use of the system.

Each candidate who is authorized to use College technology shall sign this Acceptable Use Policy and Computer Use Agreement as an indication that they have read and understand the agreement.

#### **Definitions**

College technology includes, but is not limited to, computers, the College's computer network including servers and wireless computer networking technology (Wi-Fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through College-owned or personally owned equipment or devices.

#### **Personally Owned Devices**

If a candidate uses a personally owned device to access College technology, he/she shall abide by all applicable Board policies, administrative regulations, and this Acceptable Use Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

The College is not responsible for any loss or damage incurred by a candidate as a result of his/her personal use of College technology or use of personal devices.

#### **Candidate Obligations and Responsibilities**

Candidates are expected to use College technology safely, responsibly, and for educational purposes only. The candidate in whose name College technology is issued is responsible for its proper use at all times. Candidates shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have

been assigned. It is the candidate's responsibility to ensure that proper media authorization (e.g. pictures, video) has been received for TK-12<sup>th</sup> grade students under the age of 18, if appropriate.

Candidates are prohibited from using College technology for improper purposes, including, but not limited to, use of College technology to:

1. Access, post, display, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive
2. Bully, harass, intimidate, or threaten other candidates, staff, or other individuals ("cyberbullying")
3. Disclose, use, or disseminate personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another candidate, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person
4. Infringe on copyright, license, trademark, patent, or other intellectual property rights
5. Intentionally disrupt or harm College technology or other College operations (such as destroying College equipment, placing a virus on College computers, adding or removing a computer program without permission from a teacher or other College personnel, changing settings on shared computers)
6. Install unauthorized software
7. "Hack" into the system to manipulate data of the College or other users
8. Engage in or promote any practice that is unethical or violates any law or Board policy, administrative regulation, or College practice

### **Privacy**

Since the use of College technology is intended for educational purposes, candidates shall not have any expectation of privacy in any use of College technology.

The College reserves the right to monitor and record all use of College technology, including, but not limited to, access to the Internet or social media, communications sent or received from College technology, or other uses. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Candidates should be aware that, in most instances, their use of College technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any College technology are the sole property of the College. The creation or use of a password by a candidate on College technology does not create a reasonable expectation of privacy.

### **Reporting**

If a candidate becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of College technology, he/she shall immediately report such information to the teacher or other College personnel.

### **Consequences for Violation**

Violations of the law, Board policy, or this agreement may result in revocation of a candidate's access to College technology and/or discipline, up to and including dismissal from the program. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.

**CANDIDATE ACCEPTABLE USE POLICY AND COMPUTER USE AGREEMENT**

I have received, read, understand, and agree to abide by this Candidate Acceptable Use Policy and Computer Use Agreement, candidate Discipline Board policy, and other applicable laws and College policies and regulations governing the use of College technology. I understand that there is no expectation of privacy when using College technology. I further understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Furthermore, if I am an SJCOE employee, I will not use a non-SJCOE issued email accounts, including those issued by TCSJ, for conducting SJCOE business unless the Superintendent authorizes such use.

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Candidate [PRINT NAME]

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Signature

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Date

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Cohort



**AUDIO/PHOTO/VIDEO MEDIA RELEASE FORM**

I \_\_\_\_\_ (first and last name) grant permission to the Teachers College of San Joaquin and the San Joaquin County Office of Education and its agents or employees to use photographs and/or video and audio taken of me. These images may be used in promotional, educational and documentary materials such as Flyers/Posters, Grant Applications, Video Documentaries, Social Media, Publication/Online Video Segments and both printed and online newsletters. Furthermore, I authorize the use of my image, likeness, and voice for all program materials, and any other purposes in connection with the program deemed appropriate and necessary by the Teachers College of San Joaquin and the San Joaquin County Office of Education.

I hereby agree to release, defend, and hold harmless the Teachers College of San Joaquin and the San Joaquin County Office of Education and its agents or employees, including any firm publishing and/or distributing the finished product in whole or in part, whether on paper, via electronic media, or on Websites, from any claim, damages, or liability arising from or related to the use of the photographs/video, including but not limited to any misuse, distortion, blurring, alteration, optical illusion, or use in composite form, either intentionally or otherwise, that may occur or be produced in taking, processing, reduction, or production of the finished product, its publication, or distribution.

I am 18 years of age or older and have read this release before signing below, fully understanding the contents, meaning, and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing, and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for taking the time to assist us with selecting the best possible candidates for Teachers College of San Joaquin. *Please complete this form, place in a sealed envelope with your signature across the seal and return to the applicant to include with his/her TCSJ application. Your responses will be kept confidential.***

## Recommendation Form

<i>This Candidate...</i>	Extraordinary Top 5%	Good Top 15%	Fair Top 40%	Doubtful	Needs Development	No Basis for Judgment
Demonstrates professional ethics and integrity						
Demonstrates emotional maturity						
Articulates beliefs in a respectful, professional manner						
Respects diversity						
Collaborates						
Is able to self-monitor participation in group discussions						
Is able to question current assumptions						
Is comfortable with opinions different than his/her own						
Is committed to innovative teaching and learning						
Has the organizational skills needed to complete more than one task at a time						
Has the education and experience to succeed in a rigorous graduate school						
Demonstrates leadership						
Is persistent; finishes what is started						
Could be described as a problem-solver						
Is able to communicate ideas in writing						
Is a self-starter						

*Please use the space below to elaborate on any of the ratings provided above or for any additional comments you would like to make regarding this candidate's potential for success in the TCSJ Graduate School of Education.*

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

\_\_\_\_\_ Printed Name & Title

\_\_\_\_\_ Daytime Phone

I am the applicant's current employer.

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