

## IMPACT Designated Subjects Career Technical Education 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: \_\_\_\_\_

**Pre-Service/Early Orientation Program (check one):**

- I completed Pre-Service/Early Orientation Coursework at TCSJ.  
 I hold a valid California Teaching Credential.  
 I am National Board Certified in Early Adolescence through Young Adulthood/Career and Technical Education.

**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

**How did you hear about our program (check):**

- District / School       IMPACT Information Meeting  
 Recruitment Event     IMPACT Participant     IMPACT Instructor     CTC Website  
 TCSJ Website       Facebook       LinkedIn     Other (briefly explain):  
 Email       Flyer- indicate location of flyer:

**Please select your Industry Sector (check one):**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Agriculture and Natural Resources                 | <input type="checkbox"/> Energy, Environment, and Utilities    | <input type="checkbox"/> Information and Communication Technologies |
| <input type="checkbox"/> Arts, Media, and Entertainment                    | <input type="checkbox"/> Engineering and Architecture          | <input type="checkbox"/> Manufacturing and Product Development      |
| <input type="checkbox"/> Building and Construction Trade                   | <input type="checkbox"/> Fashion and Interior Design           | <input type="checkbox"/> Marketing, Sales, and Service              |
| <input type="checkbox"/> Business and Finance                              | <input type="checkbox"/> Health Science and Medical Technology | <input type="checkbox"/> Public Services                            |
| <input type="checkbox"/> Education, Child Development, and Family Services | <input type="checkbox"/> Hospitality, Tourism, and Recreation  | <input type="checkbox"/> Transportation                             |

**Please list every Junior/Community College and University attended.**

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

**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.

**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 \_\_\_\_\_

**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

Internal Use Only: Application Received \_\_\_\_\_  
Date/Initials

Application Entered \_\_\_\_\_  
Date/Initials

Photo Taken \_\_\_\_\_  
Date/Initials

Photo Entered \_\_\_\_\_  
Date/Initials

Notes:

## Application Check List

- ✓ **IMPACT CAREER TECHNICAL EDUCATION TEACHING CREDENTIAL APPLICATION**
- ✓ **HIGH SCHOOL DIPLOMA REQUIREMENT/TRANSCRIPTS (Check one)**
  - I have enclosed my official high school diploma.
  - I have enclosed my official high school transcripts.
  - I have enclosed the official results on my passage of the GED test.
  - I have enclosed the official foreign evaluation documentation of a high school diploma.
  - I have a AA or Bachelors Degree which can be verified via official transcripts
- ✓ **TRANSCRIPTS (Only required if using units towards work experience)**
  - I am enclosing official transcripts from each Junior/Community College and University 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 from an approved CCTC agency.
- ✓ **PROOF OF EMPLOYMENT (Check one)**
  - I have enclosed a copy of my current Teaching Contract
  - I have enclosed the Letter of Intent to employ from my district (must be on district letterhead and include school site, subject, grade level and service start date)
- ✓ **CERTIFICATE OF CLEARANCE (FORM 41-LSa) (Directions located on website)**
  - I have enclosed my email from CCTC showing that I completed this requirement.
  - I have enclosed a copy of my 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.
- ✓ **WORK EXPERIENCE VERIFICATION**
  - Enclosed are letters verifying the required 3000 hours of work experience for my industry sector (**originals only, copies will not be accepted**)
- ✓ **EMERGENCY CONTACT FORM (within application)**
  - I have enclosed the completed form.
- ✓ **CANDIDATE ACCEPTABLE USE POLICY AND COMPUTER USE AGREEMENT FORM (within application)**
  - I have enclosed the completed form.
- ✓ **AUDIO/PHOTO/VIDEO MEDIA RELEASE FORM (within application)**
  - I have enclosed the completed form.
- ✓ **APPLICATION FEE**
  - I am enclosing my non-refundable application fee of \$50 with my application (**Waived for candidates who took 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 currently do not hold a teaching credential and am enrolling in the IMPACT Teaching Credential Program; therefore, I am enclosing my non-refundable \$350 processing fee.
  - I currently hold a teaching credential and am enrolling in the Accelerated CTE 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.*
- ✓ **LETTER OF GOOD STANDING (Only required if you have been enrolled in a teacher preparation program other than TCSJ)**
  - I have enclosed my letter of good standing from my previous teacher preparation program/educational agency.
  - I have enclosed my letter of explanation for not being granted a letter of good standing from my previous teacher preparation program/educational agency.

## 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: \_\_\_\_\_