

- b. completing English 160W with a grade of *B* or better,
 - c. or obtaining a passing score on the CBEST.
10. Evidence of any additional requirements unique to each degree and program within the degree. Refer to the specific program information for details.

Advanced Credential Programs Only

11. The California Code of Regulations, Section 41100, mandates that for admission to a teaching credential program, the applicant shall have earned at the college level a grade point average that falls within the upper 50 percent of undergraduate students in the candidate's discipline.

Application Deadlines

University Admission Deadlines. University deadlines for graduate admission applications normally are set during the semester prior to anticipated program enrollment. For specific deadlines, applicants need to check online at www.csumentor.edu, or call 559.278.4073.

KSOEHD Admission Deadlines

All school admission materials required for full admission (classified standing) are to be submitted to the graduate technician in the Education Student Services Center, ED 151. For specific KSOEHD admission deadlines, contact the Education Student Services Center, ED 151, call 559.278.0299, or check the KSOEHD Web site at <http://education.csufresno.edu>. Students submitting all application material within these timelines will receive priority consideration for admission.

Applicants who have not completed all requirements for full admission (classified standing) by the University admission deadline must meet with their program coordinator. For master's degree candidates, no more than 9 units of transfer and/or California State University, Fresno Extension credit may be included in the 30-unit program, or no more than 18 units in the 60-unit program.

Applicants must complete all program application requirements prior to the first semester of enrollment in a specific credential or degree program. Early completion of ap-

plication materials assures timely review and written notification of admission status.

Program Faculty Review. Following submission of all application requirements, the program faculty representing each graduate program reviews the application. Notification is then sent regarding whether or not admission has been granted.

Appeal of Admissions Decision. Applicants who have received written notification of denial of admission have an opportunity to submit a formal appeal for special consideration. Appeals for master's degree applicants are reviewed by program faculty, and appeals for advanced specialist and services credential program applicants are reviewed by the KSOEHD Admissions and Standards Committee. An appeal for special consideration must be submitted within two weeks of the date of the letter of denial in order to be considered by the program faculty during the same semester. Information regarding this process is obtained from the admissions technician in the Education Student Services Center, ED 151.

Graduate Writing Requirement

In keeping with California State University, Fresno's Graduate Writing Requirement (GWR), all students enrolled in the various master's degree programs must demonstrate competence in graduate-level writing prior to being advanced to candidacy for a master's degree. The Graduate Writing Requirement is designed to determine students' ability to write clearly, logically, analytically, and knowledgeably. Each program designates specific course(s) to meet the Graduate Writing Requirement. Should the student receive a passing grade in the course content but fail to demonstrate adequate writing competence, there is an appeals process. Specific course information can be found in each program's requirements.

Advancement to Candidacy/Completion of Master's Degree

For information regarding advancement to candidacy and procedures needed to complete a master's degree, contact the Education Services Center in ED 151 or check online at www.csufresno.edu/gradstudies/handbook/forms.html.

In order to ensure selection of courses that will be acceptable for a master's degree

program, candidates should consult with the appropriate program coordinator.

ADVANCED CREDENTIALS

Administrative Services Credentials

Donald Wise, *Coordinator*
Education Building, Room 350
559.278.0350

Individuals who wish to serve as educational administrators must complete preliminary and advanced levels of preparation. Holders of the Preliminary Administrative Services Credential and the Professional Clear Administrative Services Credential are authorized to serve in such positions as district superintendent, principal, program director, and any related administrative assignments at all school levels.

In special circumstances, students may be eligible for the **Administrative Internship Credential**. This credential allows students to have a full-time position requiring an administrative credential while they are working toward the completion of the Preliminary Administrative Services Credential.

P-12 Administration. The Preliminary Administrative Services Credential Program is a 24 semester unit program that provides basic preparation for employment in a P-12 public school administrative position. The Professional Administrative Services Credential Program is a 9 semester unit program. Once an individual completes the Preliminary Administrative Services Credential, application must be made to the Professional Administrative Services Credential Program within the first year of employment. The program provides individually designed advanced preparation in professional development, transformational leadership, school law, school finance, school human resource management, and other areas necessary for leadership in all education settings.

Higher Education Administration. A selection of elective courses associated with various interest areas is available for those seeking a career in higher education or a related field. This curriculum provides professional development for careers in universities, community colleges, government,

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corrections, hospitals, social services, the military, business, religious organizations, and other positions requiring expertise in education administration.

Grade Requirements. To be recommended for the Administrative Credential, a student must maintain academic excellence in all coursework. Once an *NC* or one letter grade of *C* or less has been earned in any course, the student will be placed on program academic probation. Upon the receipt of two *NCs* or letter grades of *C* or lower, at any point in the administrative credential program, the student will automatically be disqualified from the program.

Administrative Services Credential and Administrative Internship Credential (Preliminary)

Admission Requirements. In addition to the admission requirements listed in the *Graduate Education Programs* section of this catalog, Administrative Services Credential and Administrative Internship Credential program applicants must meet the following requirements:

1. Provide verification of advising.
2. Evidence of possession of a valid basic prerequisite credential (Multiple Subject, Single Subject, Education Specialist, or Pupil Personnel Services credentials).
3. Evidence of having passed the California Basic Educational Skills Test (CBEST).

Program Requirements

Candidates for the Preliminary Administrative Services Credential who have been admitted to the program and who want to be recommended for this authorization must meet the following requirements:

1. Possess a valid California teaching credential based on a bachelor's degree or a Pupil Personnel Services Credential.
2. Verify three years of successful, full-time experience in public schools (or in private schools of equivalent status.)
3. Complete CI 285; EAD 261, 262, 263, 267, 268, 269, and 272.
4. Receive a passing score on the California Basic Educational Skills Test (CBEST).
5. Pass the competency exit review.
6. Complete a master's degree.

Administrative Services Credential (Professional)

Admission Requirements. In addition to meeting all admission requirements for the Preliminary Administrative Services Credential, persons desiring admission to the Professional Administrative Services Credential Program must meet the following requirements:

1. Possess a GPA of 3.0 or better over the last 60 semester units.
2. Hold a valid Preliminary Administrative Services Credential.
3. Be in a position requiring the Preliminary Administrative Services Credential as verified by the school district.

Program Requirements

Candidates for the Professional Administrative Services Credential (Advanced Credential) who have been admitted to the program must meet the following requirements:

1. Verify a minimum of two years of full-time experience in public or private schools in a position requiring an administrative credential.
2. Complete the following for the credential:
 - a. **EAD 283 – Professional Induction (2 units)**
Designates the induction component to the Professional Credential and is taken the semester prior to enrollment in didactic and professional development courses.
 - b. **EAD 281 – Transformational Leadership (2 units)**
 - c. **EAD 264 – Seminar in the Legal Aspects of Education (2 units)**
EAD 265 – Seminar in School Community Relations (2 units)
EAD 266 – Seminar in School Finance and Business Administration (2 units)
EAD 275 – Seminar in Advanced Techniques of Personnel Administration in Education (2 units)
(These six 2-unit university courses are highly recommended, although students may receive a proficiency waiver.)
 - d. Electives to complete 9 units of university didactic courses.
3. Be in a position requiring the Preliminary Administrative Services Credential as verified by the school district.

4. Possess a master's degree.
5. Pass the competency exit review.

Early Childhood Education Specialist Credential

Shareen Abramson, *Coordinator*
Education Building, Room 25
559.278.0225
<http://education.csufresno.edu/lee/>

Specialist credentials may be earned by holders of Multiple Subject, Single Subject, Education Specialist, or Pupil Personnel Services credentials. The specialist credential represents a year of postbaccalaureate study in an area of teaching specialization.

Admission Requirements. In addition to the admission requirements listed in the Graduate Education Programs section of this catalog, Early Childhood Education Specialist Credential program applicants must meet the following requirements:

1. Verification of advising.
2. Evidence of possession of a basic teaching credential (Multiple Subject, Single Subject, Education Specialist, or Pupil Personnel Services credentials).
3. Evidence of having passed the California Basic Educational Skills Test (CBEST).

Program Requirements

Under the direction of the graduate adviser, each student prepares and submits an individually designed program within the following framework:

Program	<i>Units</i>
1. Course Requirements	
Select 15 units with approval of ECE coordinator: LEE 232, 233, 235, 241, 271	15
2. Electives are selected from fields including special education, education administration, bilingual education, and other fields as determined in consultation with the ECE faculty adviser	15
3. Experience. Two years of successful teaching experience in early childhood education.	
Total	30

Courses taken in the Early Childhood Education Specialist Credential Program may be used to satisfy part of the clear credential (fifth year) requirements provided prior approval is obtained from the early childhood education (ECE) coordinator. Specialist credential courses may also be used to meet part or all of the requirements for a master's degree. It is strongly advised that application for the master's degree be completed at the same time the application for the specialist credential occurs.

Education Specialist Credential – Professional Level II (Special Education)

Dana Powell, *Coordinator*

Education Building, Room 350

559.278.0340

<http://education.csufresno.edu/cser/>

In the 1990s, state regulations changed the credentialing process for special education teachers making it no longer necessary to first obtain a Single Subject or Multiple Subjects teaching credential before entering the field of special education. The teacher candidate must obtain the Preliminary Level I and within five years receive the Professional Level II Education Specialist Credential.

Career Opportunities

Persons completing the Education Specialist Credential in Mild/Moderate and Moderate/Severe Disabilities may seek employment in public or private school programs, clinics, special schools, resource classrooms, educational programs, residential facilities, hospitals, and other agencies serving persons with special needs.

As candidates near completion of the Preliminary Level I Education Specialist Credential program, they must plan for admission to the Professional Level II Education Specialist Credential Program. Upon admission, candidates must complete all coursework and obtain the Professional Level II credential no later than five years after obtaining the Preliminary Level I credential. The Level II credential program cannot be completed with fewer than two

years of documented employment in a special education position that requires the Level I credential authorization. The Professional Level II credential is required as a condition for continued employment in special education in the state of California.

The Professional Level II credential program offers specialization in mild/moderate and moderate/severe disabilities as described under the Preliminary Level I credential program. Candidates will have selected one of these professional paths for completion of the Preliminary Level I credential program. The selected specialization will be consistent with the work setting in which the candidate is employed and working under the Level I credential authorization.

The Professional Level II credential program features close cooperation between the university and the employing school district. The candidate, the candidate's adviser from the university, and an assigned and appropriately credentialed Level II teacher's support provider from the employing district will work cooperatively to develop a professional credential induction plan. The induction plan will identify the unique needs of the candidate in relation to the candidate's professional setting and will establish goals and determine specific activities, including non-university activities, that will assist candidates in their development as a professional special educator. Ongoing progress on completion of the activities specified in the induction plan will be documented in the candidate's portfolio. The induction plan can include up to 25% of the total program in approved non-university activities if they are deemed appropriate to the professional development of the candidate.

Candidates may wish to pursue the Master of Arts in Special Education while completing the requirements for the Professional Level II credential program. There is considerable coursework consistency between the requirements of these two programs; the candidate must meet the admission requirements of both programs should this be the educational objective. Please note the requirements under Master of Arts in Special Education.

Admission Requirements. Candidates may complete their application for admission to the Level II credential program toward the conclusion of their Level I credential program.

In addition to the admission requirements listed in the Graduate Education Programs section of this catalog, Professional Level II Education Specialist Credential program applicants must meet the following requirements:

1. Receipt of the Level I Education Specialist Credential.
2. Verification of employment in a special education position that is likely to have sufficient duration for the Level II credential program to be completed. (Day-to-day substitute positions do not satisfy this requirement.)
3. A letter of recommendation from the supervising administrator of the employing district recommending the candidate to the Professional Level II credential program.
4. An interview with the program faculty who will review progress in the Level I credential program and thus assess suitability for the program and the profession.
5. Evidence of having passed the California Basic Educational Skills Test (CBEST).
6. Obtain and submit a current medical clearance at the University Health Center or from a private physician. (**Out-of-state students only**)
7. Submit a valid Certificate of Clearance to participate in public school field placement activities (**Out-of-state students only**)

Since candidates for the Professional Level II Education Specialist Credential have successfully completed the CBEST, have demonstrated subject matter competency, and have maintained an adequate grade point average required for successful completion of the Preliminary Level I credential program, these issues are reviewed only to determine compliance with program admission standards.

Credentials

Program Requirements

Candidates must meet the following coursework requirements:

Level II Program

Prerequisite Level I Credential

Units

**Special Education Induction/
Evaluation and Program core**..... 12

SPED 209A, 209B, 219, 233

Area of specialization 6

- Mild/Moderate Disabilities
SPED 235, 237 *or*
- Moderate/Severe Disabilities
SPED 236, 240

Specific emphasis 6

Or equivalent. Activities may consist of university coursework or non-university activities that are approved as a component of the professional induction plan. Ninety clock hours of approved workshops and/or seminars may be deemed equivalent to the 6-unit requirement. Students may combine university and non-university activities.

Clear courses 6

HS 120 *or* HS 121; CI 225

Total 30

Or equivalent.

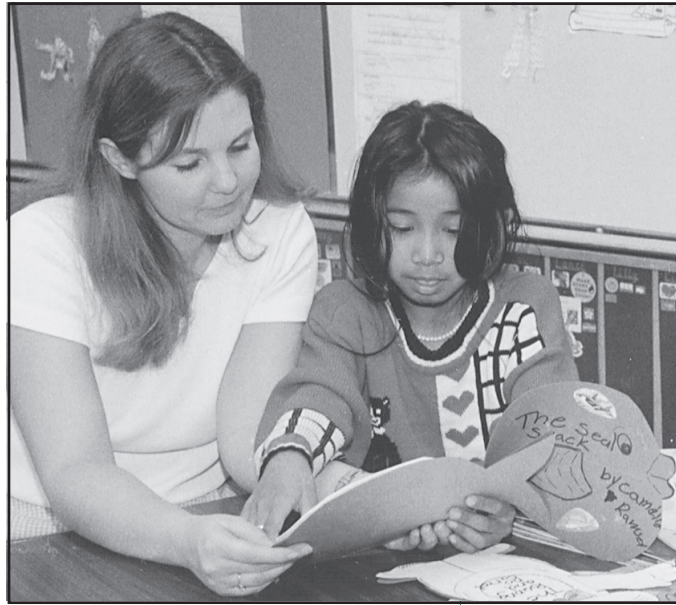
Note: Teacher candidates must earn a GPA of 3.0 with a *C* or better, or a *CR* (Credit), on all professional preparation courses to be recommended for the credential.

Pupil Personnel Services (PPS) Credential - School Counseling

Ronald Kiyuna, *Coordinator*
Education Building, Room 431
559.278.0166

The Pupil Personnel Services Credential is required to function as a counselor in a public school setting, grades K-12.

Admission Requirements. In addition to the admission requirements listed in the *Graduate Education Programs* section of this catalog, Pupil Personnel Services Credential program applicants must meet the following requirements:



1. Complete the following prerequisite coursework or their equivalents, earning a letter grade of *C* or better: ERA 153 and COUN 174 or PSYCH 174. Students applying for the PPS Credential program only do not need to complete COUN 176 or PSYCH 166.
2. Provide evidence of having passed the California Basic Educational Skills Test (CBEST)
3. Obtain and submit a current medical clearance at the University Health Center or from a private physician.
4. Submit a valid Certificate of Clearance to participate in public school field placement activities

Following receipt of the completed packet and the review by program faculty, applicants will receive written notification regarding admission status.

Program Requirements

Candidates for the Pupil Personnel Services Credential who have been approved by the Program Faculty Review Committee for admission to the program and who want to be recommended for the credential must complete the following program requirements:

1. COUN 150, 200, 201, 202, 203, 206, 208, 220, 233, 240, 241, 242, 249 (8 units), CI 285.
2. Complete practicum (with a grade of B or better) and field practice.
3. Pass the competency exit review.

Reading/Language Arts Specialist Credential

Glenn DeVoogd, *Coordinator*
Education Building, Room 267
559.278.0279

<http://education.csufresno.edu/lee/>

Program Description. Reading and Language Arts graduate courses are designed to help teachers learn how to make curricular decisions about teaching reading and how to meet the needs of students with varying language communication backgrounds. Students pursuing a degree or credential in Reading and Language Arts also learn to inspire other teachers to upgrade the reading/language abilities of students through demonstrations of effective reading strategies. Graduates will be qualified to plan, organize, and develop reading programs for schools.

Admission Requirements. In addition to the admission requirements listed in the *Graduate Education Programs* section of this catalog, Reading/Language Arts Specialist Credential program applicants must meet the following requirements:

1. Verification of advising.
2. Evidence of possession of a basic teaching credential (Multiple Subject, Single Subject, Education Specialist, or Pupil Personnel Services credentials).
3. Evidence of having passed the California Basic Educational Skills Test (CBEST).

Program Requirements

Under the direction of the Reading Program Coordinator, each student prepares and submits an individually designed program within the following framework:

Program	<i>Units</i>
1. Course Requirements	
LEE 213, 214, 215, 224, 230, 234, 244, 254, 278	27
2. Experience: Completion of two semesters supervised field experience (LEE 230 and 254) and three years of successful teaching experience at any grade level (K-12).	
Total	27

CERTIFICATES

Reading/Language Arts Certificate

Glenn DeVoogd, *Coordinator*

Education Building, Room 267

559.278.0279

<http://education.csufresno.edu/lee/>

Admission Requirements. In addition to the admission requirements listed in the Graduate Education Programs section of this catalog, Reading/Language Arts Specialist Certificate program applicants must possess a basic teaching credential.

Program Requirements

Under the direction of the Reading Program Coordinator, each student prepares and submits an individually designed program within the following framework:

Program	<i>Units</i>
LEE 213, 215, 224, 230, 278	15

Certificate courses may also be used to meet part of the requirements for a master's degree.

Victim Services Certificate Program

Joan C. Henderson-Sparks, *Coordinator*

Education Building, Room 250

559.278.0240

The primary goal of the Victim Services Program is to provide experiences, knowledge, and educational skills for working with victims within a criminological/human development framework. This program is also very useful for individuals interested in pursuing a career in the area of behavioral sciences.

Students working toward a Victim Services Certificate have an opportunity to receive an interdisciplinary/interagency examination of victim services as they relate to theoretical concepts, legal aspects, victim rights, causes of victimization, and services available to assist the victim. Emphasis is directed toward assisting the students in acquiring new perspectives and skills needed for working effectively with different types of victims.

Admission. For admission information, contact the Department of Criminology in McKee Fisk 244 559.278.2305.

Program Requirements

Under the direction of the graduate adviser, each student prepares and submits an individually designed program within the following framework:

	<i>Units</i>
1. Theory	3
Victimology (CRIM 175)	
2. Victim Issues	3
<i>Select a minimum of 3 units:</i>	
Family Violence (CRIM 140) ...	(3)
Child Abuse (EHD 107)	(3)
Domestic Violence (WS 116) ...	(1)
Rape (WS 108)	(1)
Incest (WS 109)	(1)
3. Service Delivery	3
<i>Select a minimum of 3 units:</i>	
Victim Services (CRIM 176) ...	(3)
Child Welfare (SWRK 128) ...	(3)
4. Legal/Social Policy	3
<i>Select a minimum of 3 units:</i>	
Legal Policy in Victim Services (CRIM 177)	(3)
Women and Violence (CRIM/WS 126)	(3)
Total	12

Field Experience

An additional 3-unit field experience (CRIM 182: Internship in Victimology) is available to interested students. Enrollment can be arranged by contacting the Department of Criminology.

Certificate of Advanced Study - Criminal Justice Counseling Specialist

Chris Lucey, *Coordinator*

Education Building, Room 437

559.278.0340

Individuals who are fully classified and advanced to candidacy in (or graduates of) the M.S. in Counseling program (MFT option) or M.S. in Rehabilitation Counseling may elect to take courses leading to the Criminal Justice Counseling Specialist Certificate of Advanced Study. The certificate program is designed to enhance professional skills for counseling service within the criminal justice system. In addition to coursework required for the M.S. in Counseling (MFT option) or M.S. in Rehabilitation Counseling, students seeking the Criminal Justice Counseling Specialist Certificate of Advanced Study are required to take a total of 16 units in Criminology (in addition to prerequisite CRIM 100 or equivalent), 6 units of which may be used as electives in the M.S. in Counseling (MFT option) program with approval of a faculty adviser.

Program Requirements

The required certificate courses include CRIM 130, 153, 201, 203, and 281. (*Note:* Counseling students must meet with a Criminology adviser a semester prior to enrolling in CRIM 281.)

Master of Science in Criminology students seeking the Certificate are required to take an equivalent number of counseling courses: COUN 176, 200, 208, 232, and 239 with COUN 174 as a prerequisite. (*Note:* Criminology students must meet with a Counseling adviser a semester prior to enrolling in COUN 239.)