




North Coast Beginning Teacher Program

Education Specialist Clear Credential Application Checklist

Upon completion of the NCBTP Induction Program and credential requirements, Education Specialist teachers with a Preliminary or Level 1 Mild/Moderate, Moderate/Severe, Early Childhood, Visually Impaired, Physical Impairments, and/or Deaf/Hard of Hearing credential are eligible to apply for a Clear Credential. Utilizing this checklist will help make the process go more smoothly. PLEASE ensure that your application packet is complete in order to avoid delays in obtaining your credential. If you have not completed ALL requirements, you may follow-up with additional documentation. Submit your completed evidence packets to the NCBTP County Coordinator or seminar facilitator.

 Requirement	Ways to Meet Requirement	Evidence Required
2010/2011 Consent Form	Obtain Consent Form from your County Coordinator	Completed Consent Form submitted to Regional Office by December 1, 2010.
Education Specialist IIP Advisement Form	Needs to be signed by your site administrator, District Coordinator, or Special Ed Department Chair.	Signed Form: Submitted in Manila Folder
Level 2 Standards: Demonstrates how each teacher meets the standards for his/her credential.	Complete the Observed Evidence Form for your credential area(s). You may include evidence from the following sources: <ol style="list-style-type: none"> 1. BTSA Portfolio work and Inquiry evidence. 2. Any classes taken over the years. 3. Workshops taken over the years. 4. Personalized coaching, training, or district experiences. 5. NCBTP Special Ed seminars. 6. Individual professional development done on your own. 7. Other. 	Observed Evidence Form and Evidence: These must be completed with attached evidence. It is submitted to the County Coordinator in the Manila Folder. (Evidence may include Inquiry forms, transcripts, workshop agendas, letters from site reps, attendance records from NCBTP, titles of articles or books you have read, samples of site based work such as IEP meetings, SST meetings, etc.)
Health Class/CPR	Option 1: Teachers who currently hold a Multiple or Single Subject 2042 Preliminary or Ryan Clear credential have met this requirement Option 2: NCBTP Health Class and CPR. Option 3: Approved Health Class from Junior College or College (CPR <i>may be included</i> .)	<ol style="list-style-type: none"> 1. NCBTP has this evidence on file. 2. Transcript from HSU. 3. Transcripts from college course and evidence of completing CPR.
Technology Class	Option 1: Teachers who currently hold a Multiple or Single Subject 2042 Preliminary or Ryan Clear credential have met this requirement. Option 2: SSU Tech class sponsored by NCBTP Option 3: Approved Tech Class from other college.	<ol style="list-style-type: none"> 1. NCBTP has this evidence on file. 2. Transcript from SSU 3. Transcripts from college course
Credential Request Form	Filled out completely with valid email	Submit in spring seminar