

Office for Student Services  
Charter College of Education  
California State University, Los Angeles


Beginning January 3, 2006, the Charter College of Education at CSULA will begin processing credential applications online with the California Commission on Teacher Credentialing (CCTC).

You will need a credit card or debit card as well as an email address that is valid until you have received confirmation from the CCTC that your credential has been granted.

Credential Processing Fees:

1. CCTC Fee – Once you receive an e-mail confirmation that your credential application has been forward to CCTC electronically, please follow the instructions provided in the e-mail regarding completion of your application and payment of fee.
2. If you submitted a previous credential application that was cancelled or you lost continuing status at CSULA, you will need to pay the \$35.00 University processing fee to the Cashier's Office in ADM 128. Please have cashier's stamp below verifying that you paid this fee.

**Cashier Stamp: Code #696**



All requirements listed below must have been completed and provide evidence of the following in order for us to process your credential. Please note: If any items have been previously submitted to the Office of Student Services, you will not need to resubmit it again. All examinations and letters of verifications must be **ORIGINALS. Faxed copies or Xerox copies will not be accepted.**

Adapted Physical Education (Clear Specialist)

- Copy of basic VALID credential (Multiple Subject or Single Subject)
- Evidence of passing WPE
- Recommendation from the program advisor in Adaptive Physical Education
- Completion of required coursework as indicated on the program plan

