

Clear Administrative Services Credential

EFFECTIVE FALL 2016 SEMESTER



The program is designed for new administrators to meet the performance standards of the California Clear Administrative Services Credential. The credential licenses holders to perform all administrative and supervisory services in grades prekindergarten–12 in California public or private schools. The Clear Administrative Services Credential is valid for a period of five years, and is renewable by submitting the normal application and fee to the California Commission on Teacher Credentialing (CCTC).

A. REQUIRED COURSES (8 units)

EDAD 5960 Reflection and Self-Assessment of Professional Educational Leadership 4

EDAD 5961 Professional Portfolio Assessment 4

B. ELECTIVE COURSES (3-24 units)

EDAD 5980 Graduate Directed Study 3

EDAD 5330 Legal Research in EDAD 2

EDAD 5430 Seminar: Advanced Fiscal Management 2

EDAD 5450 Seminar: Technology for Instructional and Organizational Change 2

EDAD 5520 Seminar: Instructional and Organizational Change in Socio-culturally Diverse Schools 4

EDAD 5820 Practicum: Fieldwork 2

Other electives, including 120 hours of administrative non-university activities, may be selected with the approval of advisor.

TOTAL UNITS 11

Admission Requirements

In addition to general university requirements for admission to graduate study, applicants to the Clear Administrative Services Credential program must meet the following requirements:

- Admission to the Program
- A Master's degree
- A valid Preliminary (Tier 1) Administrative Services Credential
- A valid basic credential used to obtain the Preliminary (Tier 1) Administrative Services Credential
- Two (2) positive recommendation letters, including one from the student's mentor
- Verification of employment as an administrator
- Passing score on UNIV 4000, The Writing Proficiency Examination (WPE) or acceptable alternative by petition
- Passing score on California Basic Educational Skills Test (CBEST)

Division of Applied and Advanced Studies in Education

King Hall C2098

(323) 343-4400

Office Hours:

Monday – Thursday

8:00 a.m. – 6:00 p.m.

Friday

8:00 a.m. – 5:00 p.m.

Office for Student Services

King Hall D2078

(323) 343-4320

Office Hours:

Monday – Thursday

8:00 a.m. – 6:00 p.m.

Friday

8:00 a.m. – 5:00 p.m.

Office of the Dean

King Hall D2069

(323) 343-4300

Office Hours:

Monday – Thursday

8:00 a.m. – 6:00 p.m.

Friday

8:00 a.m. – 5:00 p.m.

Office of the Associate Dean

King Hall D2070

(323) 343-4303

Office Hours:

Monday-Thursday

8:00 a.m. – 6:00 p.m.

Friday

8:00 a.m. – 5:00 p.m.