



CONGRATULATIONS

You are eligible to apply for a Preliminary Credential

The process to apply for a California Preliminary Teaching Credential is as follows:

1. Attend the credential presentation presented by Rose Foskarino, Credential Analyst. It will include an overview of the credential application process, question/answer session, and candidates will have the opportunity to start the application process by filling out the required forms. If needed, make an appointment to review the file and submit missing documents.
2. **After the semester is over and grades are posted (end of May or December)**, go to www.msmu.edu/transcripts to order official MSMU transcripts. Also, request to have them be sent directly to Rose Foskarino at 10 Chester Place, Bldg. 20, MSMU Education Department, Los Angeles, CA 90007.
3. When your application packet is complete, and official MSMU transcripts are received, the recommendation process for a Preliminary Credential will begin. The credential application/recommendation will be submitted electronically to the California Commission on Teacher Credentialing (CCTC) in Sacramento.

The CCTC will then send the applicant an initial email asking you to complete your portion of the online application/recommendation process. You will be answering a series of questions and pay online by credit card. Then, the CCTC will initiate a Professional Fitness Review. Once the review process is complete and verified, the CCTC will send a second email stating that the Preliminary Credential has been issued.

Remember: You do not have a credential until you see the Credential Analyst, file the application, and receive confirmation from the CCTC that a Preliminary Credential has been issued. The final and official authorization for your credential comes from the California Commission on Teacher Credentialing. The confirming email you receive from the CCTC can be used as proof of your credential status.

For additional information, please contact Rose Foskarino at rfoskarino@msmu.edu or at (213) 477-2621 from 1:30 p.m. to 5:30 p.m. on Thursday's.