

October, 2022

California Education Code requires that all candidates for a teaching credential must demonstrate they are proficient in the subject matter area of their intended credential. AB 130 has expanded the ways in which candidates may meet subject matter requirements.

Candidates may opt to meet Subject Matter Requirements through one of the following options:

1. Passage of California Subject Examination for Teachers (CSET)
2. Successful completion of coursework (grade of C or better) at one or more regionally accredited institutions of higher education that addresses each domain of the subject matter requirements outlined by CTC
3. Successful completion of a baccalaureate degree from a regionally accredited institution of higher education
 - a. Multiple Subject Candidates: Liberal Studies or Interdisciplinary Studies undergraduate degree
 - b. Single Subject Candidates: **EXACT degree/credential** subject match in one of the subjects named in [Education Code section 44257\(a\)](#)
4. Through a combination of methods 1 and 2

Candidates who opt to meet Subject Matter Requirements through option 2, 3, or 4, must submit a SMR Transcript Evaluation Request Form to Lindsay Blume leblume@hiu.edu. Candidates are advised to thoroughly review listed policies before submission.

Sincerely,



Lindsay Blume
Subject Matter Competency Coordinator
Hope International University
leblume@hiu.edu | (714) 879-3901 ext.1243

California Commission on Teacher Credentialing (2021, October 25). Subject matter requirements. <https://www.ctc.ca.gov/educator-prep/subject-matter-requirements>



Subject Matter Requirements (SMR) Transcript Evaluation Request

Teacher Credential Program

2500 E. Nutwood Ave.
Fullerton, CA 92831 USA
(714) 879-3901
FAX (714) 681-7450
Email: hiu_graduate@hiu.edu

For Office Use Only

- SM by coursework
- SM by coursework and exam combination
- SM by degree major

Candidate _____

HIU Student ID _____

Credential Plan (select one): Multiple Subject Single Subject *content area*: _____

Section 1

Select one of the following options:

- 1. Subject Matter Requirements met by successful coursework completion, Proceed to section 2
- 2. Subject Matter Requirements met by a combination of coursework and CSET(s) subtest(s), Proceed to section 2
Option 2, "Subject Matter Requirements met through a combination of coursework and CSET subtest(s)," is null and void if CSET exams have reached their 10-year expiration date.
- 3. Subject Matter Requirements met by degree major

Verified Undergraduate Major/Degree Title: _____

Institution of Completion: _____

Date of Completion: _____

Proceed to section 4

Section 2

Each CSET exam measures a candidate's proficiency in various subject matter domains. Therefore, if a candidate chooses to meet subject matter requirements through successful coursework completion, they must show mastery of each domain. It is the candidate's responsibility to match completed coursework with each subject matter domain outlined for the credential. Using the [Domains of the Subject Matter Requirements](#) CTC document, provide matching coursework, with course number, course name, and exact course description from the university catalog for evaluation. When all Subject Matter Domains are addressed, move to Section 3.

Number/Title of Domain	List all completed course number(s) and name(s) that apply to the domain	Copy and paste all applicable course description(s) from university catalog	Institution where coursework was completed and date of completion

Number/Title of Domain:	List all completed course number(s) and name(s) that apply to the domain	Course description(s) from university catalog:	Institution and date of completion:

Number/Title of Domain:	List all completed course number(s) and name(s) that apply to the domain	Course description(s) from university catalog:	Institution and date of completion:

Number/Title of Domain:	List all completed course number(s) and name(s) that apply to the domain	Course description(s) from university catalog:	Institution and date of completion:

Number/Title of Domain:	List all completed course number(s) and name(s) that apply to the domain	Course description(s) from university catalog:	Institution and date of completion:

Number/Title of Domain:	List all completed course number(s) and name(s) that apply to the domain	Course description(s) from university catalog:	Institution and date of completion:

Number/Title of Domain:	List all completed course number(s) and name(s) that apply to the domain	Course description(s) from university catalog:	Institution and date of completion:

Number/Title of Domain:	List all completed course number(s) and name(s) that apply to the domain	Course description(s) from university catalog:	Institution and date of completion:

Section 3 (for candidates meeting subject matter requirements through a combination of coursework and CSET(s) subtest(s) only).
All other candidates, proceed to Section 4.

CSET Subtest Number:	Date Completed:	Score:

Section 4
Incomplete forms will be returned to the candidate without evaluation.

Candidate's Signature _____ Date _____

HIU Subject Matter Equivalency Coordinator Signature _____ Date _____

Subject Matter Requirements: Met Not Met Partially Met

Comments: