July, 2023

California Education Code requires that all teaching credential candidates demonstrate proficiency in the subject matter area of their intended credential. AB 130, signed into law July 9, 2021, expanded the ways in which candidates may demonstrate subject matter proficiency.

Subject matter proficiency may be demonstrated through one of the following options:

1. Passage of California Subject Examination for Teachers (CSET)
2. Successful completion of degree-applicable coursework (earning a grade of C or higher) 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, Liberal Arts, or Elementary Education undergraduate degree
   b. Single Subject Candidates: **EXACT degree/credential** subject match in one of the subjects named in *Education Code section 44257(a)*
   c. Single Subject Candidates: Additional degree options for World Language, Home Economics, Math, Science: Biological Science, Science: Chemistry, Science: Geoscience, Science: Physics, Science: Foundational-Level Science found *here*
4. Through a combination of methods 1 and 2

Candidates who choose to demonstrate Subject Matter Proficiency through option 2, 3, or 4, must submit a SMR Transcript Evaluation Request Form to Lindsay Blume *leblume@hiu.edu*. Official transcripts from all institutions must be on file to proceed with the evaluation process. 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; 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

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 courses (course name and number) that apply to the domain.	List Institution where coursework was completed and date of completion.	Copy and paste course description(s) from the university catalog. Coursework completed at Hope International University does not require course description(s). This section may be included as an attachment.

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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:

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