

## STATEMENT OF RESPONSIBILITY FORM

**Providing I am accepted into Pepperdine University's Graduate School of Education and Psychology, I hereby make the following statement and acknowledge that I fully understand the rules, regulations, and policies regarding my eligibility to enroll and remain in the Teaching Credential Program for the purpose of obtaining a teaching credential.**

- a) I must have completed a baccalaureate or higher degree from a regionally-accredited college or university;
- b) I must maintain a cumulative grade point average of 3.0 in all work completed in the program in order to graduate;
- c) To remain eligible, I must accept full responsibility to maintain the academic program standards as stated in the Pepperdine University Graduate School of Education and Psychology academic catalog and in the Teacher Preparation Handbook;
- d) I must complete the Commission's Certificate of Clearance (COC) application and submit verification of a tuberculosis (TB) test to the Credential Office prior to my first term of classes, or at the very latest, prior to registration for Clinical Experience 1 coursework.

*I understand that if I hold or have held a Certificate of Clearance (COC), California Teaching Credential, Pre- Intern or Intern Certificate, or Emergency Teacher Permit, I must submit verification of the credential document (expired or current) to the Credential Office in lieu of the COC application.*

- e) I am aware that course work pertaining to the U.S. Constitution is a requirement for a Preliminary Teaching Credential, and that I may satisfy this requirement by passing a Commission-approved college or university exam, or by submitting a transcript which verifies completion of an approved college course.
- f) I further acknowledge that I am required to take the Literacy Theory and Methods for Multiple Subject Candidates and pass the RICA (Reading Instruction Competence Assessment) to be recommended for my first Multiple Subject Teaching Credential. Due to the nature of the content of the RICA examination, I understand that it is strongly recommended that I complete the literacy coursework prior to taking the RICA examination.

**g) I understand the Subject-Matter Competence Policy:**

Teacher candidates are encouraged to complete CSET requirements prior to the start of the MAT program. To be eligible to enroll in the second term of the MAT program, candidates must meet CSET requirements by the end of their first term through the following options:

- (1) CTC guidelines,
- (2) Assessment route,
- (3) Combination of CTC guidelines and assessment route, or
- (4) Demonstrate progress to meet partial requirements via: (a) CSET exam, or (b) securing successful results on a CSET subtest to be eligible to proceed in the MAT program.

**Multiple-subject** credential students must take the state-approved subject-matter competence examination (CSET) for Multiple Subject teaching to establish subject-matter competence.

**Single-subject** credential students have two methods of establishing subject-matter competence:

- a. The student must pass the state-approved subject-matter competence examination (CSET) for the specific subject **OR**
- b. The student must complete a commission-approved subject-matter program at a California college or university and obtain a subject-matter statement letter (verification of completion) from the authorized person in the education department at the university or college.

- h) I understand that test dates such as CBEST and CSET may fall on a weekday class meeting, in which case, release time will not be granted.

i) I understand the Residency Policy:

Residency Policy: To be recommended for a teaching credential, students are required to complete all course work at Pepperdine University, once admitted to the program.

**For all students:**

- MATP 610 Instructional Design (3)
- MATP 620 Literacy Theory and Methods (3)
- MATP 624 Ed Foundations, Equity, and Social Justice (3)
- MATP 630 Teaching English Learners (3)
- MATP 661 Teaching Students with Exceptional Needs (3)
- MATP 681 Clinical Experience 1 (2)
- MATP 682 Clinical Experience 2 (2)
- MATP 683 Clinical Experience 3 (2)
- MATP 699 Contemporary Issues in Education (3)

Student teaching: *A minimum of two assignments of student teaching completed under Pepperdine University supervision is required for all teaching credential candidates.*

**For multiple-subject teacher candidates only:**

- MATP 671 MS Methods: Developing Teaching Methods (3)
- MATP 675 MS Methods: Advanced Teaching Methods (3)

**For single-subject teacher candidates only:**

- MATP 673 SS Methods: Developing Teaching Methods (3)
- MATP 677 SS Methods: Advanced Teaching Methods (3)

All teacher candidates must complete the final assignment of student teaching in a California public school under the jurisdiction of Pepperdine University.

j) All teacher candidates will complete Teaching Performance Assessments (TPA). The SB2042 teacher preparation program is based on Teaching Performance Expectations (TPE), mastery of which is demonstrated in successfully completing the edTPA.

k) I acknowledge that I may be removed from a student teaching site assignment, without prior notice, by administrative action. I acknowledge that if I leave student teaching before completion of an assignment, either by administrative action or by voluntary withdrawal, I must request readmission to the Teaching Education Program in writing, and that readmission is not automatic.

l) I acknowledge that Pepperdine University is committed to the concept that continuous screening and evaluation are necessary to ensure that the candidates who complete a program are well prepared to be effective members of the teaching profession. Thus, candidates can expect to be evaluated on possession of basic skills, personal qualifications, and performance factors in addition to completion of courses.

m) I understand that the credential program that I am entering is designed in compliance with California state standards. All California teacher credentialing programs are subject to legislative changes. I understand that adjustments in my program may be necessary to comply with such changes.

I further acknowledge that if I am asked to withdraw due to my failure in any one of the above regulations, I accept full financial responsibility in keeping with the tuition refund policy as stated in the Pepperdine University Academic Catalog.

Applicant name

Phone number

Applicant's initials

Date

PLEASE EMAIL THIS COMPLETED FORM TO: [gsep-admissions@pepperdine.edu](mailto:gsep-admissions@pepperdine.edu).