



**SAN LUIS OBISPO COUNTY  
OFFICE OF EDUCATION**  
LEADERSHIP ■ COMMUNITY ■ SERVICE  
JAMES J. BRESCIA, ED. D., SUPERINTENDENT

## **Frequently Asked Questions-Classified School Employees Teacher Credentialing Program**

*Questions and Answers regarding a grant opportunity sponsored by the San Luis Obispo County Office of Education*

**I have heard there is an educational grant that will help interested school employees become a teacher? How do I find out more about it?**

In November 2016 the San Luis Obispo County Office of Education (SLOCOE), supervised by Dr. James J. Brescia, Superintendent, was one of twenty-five local education agencies (LEA) throughout the State of California that was awarded 45 scholarships under the California Classified School Employees Teacher Credentialing Program. This program is designed to support completion of a degree and teacher preparation studies to help meet the demand for teachers in shortage areas. The program is intended to attract classified school staff that are enrolled in, may have previously been enrolled in, or would be interested in enrolling in, a teacher training curriculum leading to a California Multiple Subject, Single Subject, or Education Specialist teaching credential. SLOCOE has partnered with Brandman University (Santa Maria campus) to ensure classified staff has access to multiple educational opportunities. In addition Brandman University will be offering reduced tuition to those seeking credentials, and other scholarships, to participating grant recipients.

**How long is the grant going to be available?**

The California Classified School Employees Teacher Credentialing Program is a five year grant, extending from 2016-2017 through June 30, 2021.

**Who is eligible to apply?**

Those who are actively employed classified staff, part or full-time, in a San Luis Obispo county public school district or the SLOCOE. Applicants must either have an associate's degree or have successfully completed two years of postsecondary education, equivalent to 60 college level credits.

### **What types of credentials does this program cover?**

Applicants must plan to obtain a Multiple Subject, Single Subject, or Special Education (Mild/Moderate or Moderate/Severe) teaching credential.

### **What colleges/universities can I attend for my degree or credential?**

Participants can attend any accredited Community College, California State University, University of California, or private not-for-profit institutions of higher education that offer a commission-approved teacher preparation program(s).

Brandman University is partnering with SLOCOE to offer local and online opportunities, specifically developed to coordinate with this grant.

### **The following links may be useful for more information regarding Brandman University:**

<https://www.brandman.edu/degrees-courses>

<https://www.brandman.edu/education/2042-teaching-credential-single-subject>

<https://www.brandman.edu/education/2042-teaching-credential-multiple-subject>

<https://www.brandman.edu/education/teaching-credential-preliminary-mildmoderate-and-moderatesevere>

### **What is the process for grant approval?**

Applicants will be considered by their completed application, supporting documents, and their ability to successfully complete their degree or credential throughout the duration of the program. Applicants must pass a criminal background check, and ultimately pass the CBEST exam.

### **What are my responsibilities for participating in the program?**

Participants are expected to accomplish all of the following:

- Graduate from an institution of higher education with a bachelor's degree, or
- Obtain a Multiple Subject, Single Subject, or Educational Specialist teaching credential, and,
- Complete a school year of classroom instruction for each year of financial assistance received.

### **How soon may I begin my progress?**

Every individual situation is unique. The disbursement of your grant award depends upon your past education, degree, and current pursuit of a degree or credential. Start by contacting (805)593-3185 to find out more about the program and how to take action!

### **What type of documents should I include with my application?**

Transcripts from post-secondary institutions, any CBEST or CSET exam results, and a verification of employment from your school district's Human Resources department are required. Supplemental documents may be requested, as needed, to process the application.

### **What can I do to prepare for the program if I don't have 60 college level credits yet?**

If you would like to become a teacher and have some college coursework completed, please contact SLOCOE at (805)593-3185 to learn more about how and when you may qualify. Future eligibility would depend on how close you are to achieving the minimum credit requirements, the length of time remaining in the program, and how many open participant slots are available.

### **What kind of support can I expect to receive while in the program?**

In addition to an academic advisor through your college or university program, you will be assigned a mentor within your school district to assist with your professional development as you pursue your degree or credential. The program will be managed by the San Luis Obispo County Office of Education.

### **How much aid would I expect to receive while in the program?**

Grant participants receive an annual disbursement of \$2500, although this amount may vary. Funds are paid directly to the academic institution after documentation of enrollment in approved coursework or program, and adequate progress being made. Funding for participants shall be disbursed fifty percent in the fall, and fifty percent in the spring. Participants will be able to apply for other scholarships, grants, or financial assistance in addition to the Classified School Employees Teacher Credentialing Program.

### **What are the options for student teaching for a teaching credential?**

The program allows for two options as an allowable pathway to credentialing, they are:

- A traditional 5<sup>th</sup> year with student teaching, or

- Internship (university or district). For more information on Intern programs please follow this link on the CTC website: <https://www.ctc.ca.gov/educator-prep/intern/>

### **How am I expected to work and student teach at the same time?**

Most teachers have held part-time or full-time jobs while pursuing their credentials. Many have family obligations in addition to their employment. Participants **must** retain their status as a classified employee to remain active in the program. Some districts will grant a Leave of Absence which would allow a participant to remain active in the program, as well. The only other option besides classified employment, or a Leave of Absence, would be for a participant to be in an Eligible Internship through an accredited university. Please consult your district's Human Resources department and the SLOCOE program representative at (805)593-3185 for important details.

### **What if my family relocates and I no longer live in San Luis Obispo County?**

It is your employment, not your place of residence, which determines your eligibility. In order to be eligible for the SLOCOE grant program, you must be a classified employee working for SLOCOE or a district within our county. If you gain new employment as classified personnel outside of San Luis Obispo County, there may or may not be a similar grant program in that area. Your new district's Human Resources department would be able to answer that question.

### **Do I have to repay the funds that were paid out on my behalf after I receive my degree or credential?**

No, you are not expected to repay any of the grant funds, however by accepting the grant you are expected to complete a school year of classroom instruction for each year of financial assistance received. Should you have any questions about this topic please contact the county office at (805)593-3185.

### **Do I need to finish my credential work by the end of the grant?**

No, the expectation of the program is that you are making satisfactory progress toward your credential while you are receiving grant funds.

### **Didn't find the answer to your question here?**

Please call (805)593-3185 for more information about the California Classified School Employees Teacher Credentialing Program, sponsored by the San Luis Obispo County Office of Education.

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