Subject Matter Authorization Guideline Book

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California Commission on Teacher Credentialing
Certification Division

The purpose of this Guideline book is to provide information regarding the requirements for adding a Subject Matter Authorization

I. Introduction

Effective January 1, 2005, additions to Title 5 California Code of Regulations Sections 80089.3 and 80089.4 allows the Commission to issue Introductory and Specific Subject Matter Authorizations. These authorizations were introduced to allow educators to earn an authorization to teach a class in a subject outside the content area of their basic credential that would be compliant under the No Child Left Behind Act (NCLB). The requirements that existed under NCLB are no longer applicable, however, Subject Matter Authorizations may still be obtained.

There are two types of Subject Matter Authorizations: introductory and specific. Subject Matter Authorizations are limited only to subjects that fall within the following core academic subject areas: English, Mathematics, Science, World Languages, Social Science , and the Arts,. One major difference between Supplementary Authorizations and Subject Matter Authorizations is the option of adding the Specific Subject Matter Authorizations to both Single and Multiple Subject Teaching Credentials whereas Specific Supplementary Authorizations may only be added to documents that authorize teaching in a departmentalized classroom setting, including Single Subject Teaching Credentials.

II. Subject Matter Authorizations

On both elementary and secondary credentials, the subjects are identified as *introductory* subjects. Introductory Subject Matter Authorizations authorize the holder to teach the subject matter content typically included for that subject in curriculum guidelines and textbooks for study in grades 9 and below. However, the students in the class may be in preschool, grades K-12, and in classes organized primarily for adults. Therefore an employer may assign a teacher with an Introductory Subject Matter Authorization to teach a class in which the curriculum is for grades 9 and below but the students in the class are in grades 10-12, or adult classes.

For the Specific Subject Matter Authorizations, only the specific subject area will be listed on the document. This document authorizes the holder to teach courses in the specific subject in departmentalized classes in preschool, grades K-12, and in classes organized primarily for adults.

Subject Matter Authorizations *May* Be Added To:

- Single Subject Teaching Credentials
- Multiple Subject Teaching Credentials
- Standard Elementary and Secondary Teaching Credentials
- University Internship Credentials *(Multiple and Single Subject only)*
- Special Secondary Credentials in *Academic* Subjects. Education Code §44256(a)(1) provides that the Special Secondary Teaching Credential must have been issued based on a bachelor's degree, student teaching, and 24 semester units of coursework in the subject listed on the credential. Those subjects that qualify are provided below:

    - Art, Business Education, Homemaking, Industrial Arts, Music, Physical Education, Speech Arts, and Vocational Agriculture

Subject Matter Authorizations *May Not* Be Added To

- General Kindergarten-Primary, Elementary, Junior High, or Secondary Teaching Credentials
- District Intern Credentials
- Special Secondary Teaching Credentials in *Non-Academic* Subjects, provided below:
  - Aviation, Blind, Deaf, Lip Reading, Nursing Education, Partially Sighted Child, Public Safety and Accident Prevention Including Driver Education and Driver Training, Sciences Basic to Medicine, Correction of Speech Defects, and Mentally Retarded
- Special Education Teaching Credentials (current or previous)
- Adult or Vocational Teaching Credentials
- Career Technical Education Teaching Credentials

The holder of a Life Multiple or Single Subject, or Clear or Life Standard Elementary, Standard Secondary or Special Secondary Teaching Credential, may apply at any time and once qualifications are verified, the Subject Matter Authorization will be issued on a separate document designed especially for that purpose.

Special Note: A subject area subsumed under an authorization listed on the applicant's basic teaching credential **cannot** be added as a Subject Matter Authorization. This includes adding the following:

1) Civics/Government to a Single Subject Teaching Credential in Social Science,
2) Journalism, Speech, or Literature to a Single Subject Teaching Credential in English,
3) Photography to a Single Subject Teaching Credential in Art.
4) Theater to a Single Subject Teaching Credential in English with the ENGL or ENGX authorization codes, as Theater was subsumed under English at this time. However, the holder of a Single Subject Teaching Credential in English with the EN1 or EN1X authorization codes may be issued a Subject Matter Authorization in Theater, as theater is not authorized by the EN1 or EN1X authorization.
5) Dance to a Single Subject Teaching Credential in Physical Education with PE or PEX authorization codes, as dance content was subsumed under Physical Education at this time. However, the holder of a Single Subject Teaching Credential in Physical Education with PE1 or PE1X authorization codes may be issued a Subject Matter Authorization in Dance, as dance content is not authorized by the PE1 or PE1X authorization.

Exception- Economics may be added to a Single Subject Teaching Credential in Business as the Subject Matter Authorization in economics is considered to be a social science.

Subject Matter Authorizations may be added to a Standard Secondary Teaching Credential, even if the subject falls within the authorization listed on the Standard Secondary Teaching Credential. The Standard Secondary Teaching Credential is limited to providing instruction in grades 7-12. The Introductory Subject Matter Authorization authorizes the holder to teach that subject in curriculum designed for grades 9 and below. A Specific Subject Matter Authorization authorizes the holder to teach that subject in preschool, grades K-12, and classes organized primarily for adults. Obtaining a Subject Matter Authorization for individuals holding a Standard Secondary Teaching Credential expands the grade level authorization in the subject area.

Acceptable coursework must be:

a. completed with a grade of "C" or above ("credit," "passing," or "satisfactory" is acceptable)
b. applicable toward a bachelor's or higher degree (non-remedial),
c. completed at a regionally accredited college or university,
d. granted regular quarter or semester unit credit

The following coursework may be used if it meets the criteria listed above:

a. community college, correspondence, online, or extension coursework, and
b. advanced placement units (requires an official transcript of the course and written verification from the college or university admission or registrar's office that the units are applicable towards a bachelor's degree and are in the subject category of the requested Subject Matter Authorization).

Unacceptable coursework:

a. coursework not applicable toward a bachelor's or higher degree (remedial), including professional development or continuing education courses,
b. in-service training or workshops,
c. coursework that does not cover the subject matter authorized by the requested Subject Matter Authorization, unless a letter is provided from the chair of the subject area department stating that the course is equivalent to one offered by that department.

III. Qualifying for a Subject Matter Authorization

An applicant may qualify for a Subject Matter Authorization upon the completion of one of the following:

a. For *Introductory* Subject Matter Authorizations: Thirty-two semester or forty-eight quarter units of non-remedial collegiate coursework in the subject area requested. Included within the thirty-two semester or forty-eight quarter units, a minimum of three semester or four quarter units in each of the specific content areas listed under that subject are required, except for Introductory Science which requires a minimum of six semester or eight quarter units in each of the specific content areas listed. The balance of the units may be in any area within the subject category.

   For *Specific* Subject Matter Authorizations: Thirty-two semester or forty-eight quarter units of non-remedial collegiate coursework directly related to the subject area requested, except for History which requires a minimum of sixteen semester units in both World History and US History.

b. A collegiate major from a regionally accredited college or university in a subject directly related to the subject to be listed on the credential.

c. Possession of a professional level teaching license earned in a state other than

California, with a middle school or departmentalized classroom teaching authorization that is not comparable to a full single subject content area issued by the Commission but aligns with a Subject Matter Authorization.

d. Achieve a passing score on the appropriate subject-matter examination(s). Information, including passing scores and registration, can be found in the Commission leaflet CL-674S entitled Verifying Subject-Matter Competence by Examination for Single Subject Teaching Credentials.

e. Successful completion through a combination of coursework and examination options that meet or exceed the domains of the subject matter requirements adopted by the Commission in a content area of the Single Subject Credential. Such mixing of options may only be completed by a Commission-approved preparation program.

IV. Evaluation for the Subject Matter Authorizations

Evaluations for Subject Matter Authorizations are the responsibility of the staff in the Commission's Certification Division. The Commission does not evaluate for Subject Matter Authorizations without the submission of an application, appropriate processing fee, and supporting materials. Each request is evaluated on an individual basis. Evaluations are based on the information submitted in the application packet, which may include official transcripts, catalog course descriptions, and other supporting materials.

V. Converting a Supplementary Authorization to a Subject Matter Authorization

Subject Matter Authorizations were created to allow educators to earn an authorization in a content area that demonstrated an additional level of preparation when compared to a Supplementary Authorization in the same content area, which satisfied requirements outlined in the No Child Left Behind Act (NCLB). NCLB is no longer in effect, and current requirements for earning a Supplementary Authorization and Subject Matter Authorization are substantially aligned. Therefore, converting a Supplementary Authorization to a Subject Matter Authorization no longer demonstrates additional preparation and is not necessary.

VI. Applying for a Subject Matter Authorization

An applicant who holds a valid, prerequisite credential (as provided in Education Code §44256), including the Multiple or Single Subject Teaching Credentials, may request the Subject Matter Authorization at the time of application or may request it at any time during the life of the credential by submitting an application form (41-4), appropriate processing fee, and official transcripts. The Commission will accept verified true copies of transcripts if submitted through an employing agency. The Commission accepts official eTranscripts submitted directly by applicants (refer to Credential Information Alert 24-02).

Dating of Document
When a Subject Matter Authorization is added to a preliminary or clear credential, the expiration date of the credential remains unchanged as statute requires that basic credentials be issued for five years.

A. Introductory Subject Matter Authorizations

Introductory Subject Matter Authorizations may be added to Single Subject, Multiple Subject, Standard Elementary, Standard Secondary, and Special Secondary (in academic subjects only) Teaching Credentials. Introductory Subject Matter Authorizations authorize the holder to teach the subject matter content typically included in curriculum guidelines and textbooks approved for study in grades 9 and below. An employer may assign a teacher with an Introductory Subject Matter Authorization to teach a class in which the curriculum is for grades 9 and below but the students in the class may be in grades 10-12 or in classes organized for adults.

The subjects which may be listed as Subject Matter Authorizations on a credential are printed below in ***bold italics***. To assist you in your evaluation, we have listed key words or concepts that may be found in the course description for some subjects. An *Introductory* Subject Matter Authorization requires the verification of at least three semester or four quarter units in each content area listed after that subject except Introductory Science which requires six semester or eight quarter units in each area.

A guide to coursework by subject area that may be used to obtain Subject Matter Authorizations is provided in the *Subjects Within the Single Subject Area* list found at the end of this guidebook. Note that this is a guide and does not guarantee that the coursework will be accepted.

Introductory Art: •studio practice •visual culture and art history •artistic processes, inquiry and critique

- Studio Practice may include technical and conceptual development of original artworks using two-dimensional, three-dimensional, or digital media.
- Visual Culture and Art History may include the study of historical and contemporary art within cultural, aesthetic, and critical frameworks.
- Artistic Processes, Inquiry, and Critique may include conceptual, procedural, and reflective dimensions of artmaking, including ideation, iteration, critique, and the use of discipline-based vocabulary and frameworks for refining creative work.

Introductory Dance: •dance technique •dance history •dance theory

- Dance Technique often takes place in a studio environment and develops technical proficiency, movement vocabulary, alignment, strength, or expressive skills across various dance styles while fostering performance practices and artistic growth.
- Dance History surveys the evolution of dance across periods and cultures, highlighting major styles, figures, works, or socio-cultural contexts, and may include cultural analysis of how historical, political, or cultural trends influence the development and meaning of dance.
- Dance Theory involves critical and cultural analysis of dance as an art form, including investigation of historical contexts, aesthetic frameworks, movement and performance analysis, or socio-cultural influences on dance practices. Dance theory may include the development of scholarly research skills, the critique of dance works and theories, or an understanding of interdisciplinary perspectives.

Introductory English: •grammar or language structure •advanced composition •literature •speech •

- Basic English courses required for a bachelor's degree, often numbered 1A and 1B, will not clear the grammar area. Course descriptions are usually needed to verify that a course covers grammar or language structure unless it is clearly mentioned in the course title. Key words or concepts for language structure are sentence structure and functions of the English verb system.
- One advanced composition and either a creative writing or applied composition course may also be used to meet the grammar or language structure and composition areas.
- Course work in foreign language literature is acceptable.
- Speech courses may be found in the English or Communications departments.
- Special Note: *The Subject Matter Authorization in Introductory English (with authorization code IE) authorizes the holder to teach drama and theater arts.

Introductory Mathematics: •algebra •advanced algebra •geometry •probability or statistics •development of the real number system or introduction to mathematics

- Coursework must be college level mathematics or higher.
- Algebra courses must be for credit, applicable towards a degree, and, if completed at the community college level, transferable to a four-year institution to be acceptable.
- Since both algebra and advanced algebra is required, there are several options available to meet both areas. The requirement is algebra content at two different levels.
  - an individual completes a college algebra course; the "advanced" course may be another level of algebra such as linear algebra.
  - an individual completes a college or other level algebra course (other than elementary algebra); the "advanced" course may be a "higher" level math course such as trigonometry or calculus.
- Courses in calculus will clear the specific course requirements (one for each content area being cleared) in algebra, advanced algebra, geometry, and development of the real number system but the applicant must still have the required thirty-two/forty-eight units. Calculus courses will not clear the probability and statistics content area.
- If the applicant has only one or two courses in calculus and no coursework in algebra, geometry, or real number systems, the applicant will need to submit course descriptions so that it can be confirmed whether or not those areas were covered by the calculus course(s).
- One mathematics-based computer course is acceptable as additional units toward the required thirty-two/forty-eight units.

Introductory Music: •vocal music including the analysis of repertoire and literature appreciation for developing musicians •instrumental music including the analysis of repertoire and literature appreciation for developing musicians •aural musicianship •keyboard •music history including music appreciation •world music •conducting •music theory

- The analysis of repertoire and literature appreciation for developing musicians required for vocal and instrumental music content areas includes the familiarity with sequential, developmental, and cultural factors in selecting music literature for performance and with historical and contemporary works from various musical traditions in relation to vocal and instrumental music. This is a content based course.
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- Key words or concepts for aural musicianship are the use of musical elements in a given work and the description of the form, style, melody, or texture of the piece.

- Conducting includes cuing techniques and conducting patterns.
- Harmony is acceptable for music theory.

Introductory Science: •biological sciences •chemistry •geosciences •physics ►a minimum of six semester or eight quarter units is required in each area of science

- A degree directly related to science will qualify an individual for the Introductory Science Subject Matter Authorization. For example, a major in biology, oceanography, physics, chemistry, meteorology or any related science will meet the requirement.
- *Biological sciences*: anatomy; bioethics, biology; botany; DNA and RNA structure; ecology; environmental science; evolution; genetics; marine biology; microbiology; physiology; structure and function of cells; and zoology.
- *Chemistry*: atomic, molecular, and ionic structures; chemical reactions; properties and processes of elements, compounds, mixtures, inorganic and organic substances; properties of molecules; qualitative and quantitative analysis; and state of matter including models of gases, liquids and solids.
- *Geoscience*: astronomy; cosmology; earth science/resources; forestry; fossils; geology; geodynamics;, meteorology; mineralogy; oceanography; paleontology; soil science; and weather and climate.
- *Physics*: electromagnetic radiation including spectra, visible light and color; fission; fusion and vaporization; gravitation; light and optics; nuclear and atomic physics; principles of mechanics, heat, electricity and magnetism; principles of momentum and energy; quantum theory; thermodynamics; and wave and particle motion.

Introductory Social Science: •United States history •California history •world history• physical geography •United States government •world civilization or world cultures

- A course covering the overall history of California is required. Courses focusing on one specific geographical area of California such as the History of San Francisco are acceptable to fulfill the thirty-two/forty-eight unit requirement only. They will not satisfy the California history requirement.
- A world history course is history concerned with the study of historical phenomena that transcend national, regional, or cultural boundaries or distinctions between peoples or with the study of history from a global, comparative, or cross-cultural perspective.

Introductory Theater: •acting •directing •stagecraft

- Coursework to satisfy remaining thirty-two/forty-eight units required may include courses such as theater performance and theater production, improvisation, playwriting, costume design, lighting, sound, props, and makeup.
- Coursework may be found in the English, Drama, and Theater departments.
- Acceptable degrees may include: Theater, Drama, Theater Arts, Arts in Theater, and Musical Theater.

Introductory World Languages: •grammar •composition •conversation •literature •culture

- Verification of oral language proficiency is not required for the Introductory Language Other than English Subject Matter Authorization.
- Key words or concepts for a culture course include cultural practices, rituals, and traditions.

B. Specific Subject Matter Authorizations

Specific Subject Matter Authorizations may be added to Single Subject, Multiple Subject, Standard Elementary, Standard Secondary, and Special Secondary (in academic subjects only) Teaching Credentials. The Specific Subject Matter Authorizations authorize the holder to teach the specific subject in preschool, grades kindergarten-12, and classes organized primarily for adults.

Art History/Appreciation

- Courses must include a combination of art history and art appreciation. A single course may cover both areas but is counted only once towards the total number of units. A course in each is not needed but both subjects must be covered in the 32 units.

Biological Sciences

- Courses may include anatomy; bioethics, biology; botany; DNA and RNA structure; ecology; environmental science; evolution; genetics; marine biology; microbiology; physiology; structure and function of cells; and/or zoology.

Chemistry

- Courses may include atomic, molecular, and ionic structures; chemical reactions; properties and processes of elements, compounds, mixtures, inorganic and organic substances; properties of molecules; qualitative and quantitative analysis; and/or state of matter including models of gases, liquids and solids.

Civics/Government

- Civics includes participation in government such as voting and serving on juries, and the structure and functions of government.
- Coursework may be found in the Political Science department.

Dance

- Courses may be offered in departments such as Physical Education or Anthropology.

Drama/Theatre

- Coursework may be found in the English, Drama, and Theatre departments.
- All aspects of drama or theatre are acceptable including courses in costume design, lighting, sound, props, and makeup.

Economics (Social Science)

- This is a social science subject area. If coursework is not in the Economics department, review the course content and request a letter from the Economics department, if necessary.

English Composition

- A degree in English will qualify for a Specific Subject Matter Authorization in English Composition.

Geography

- Includes all types of geography: physical, cultural, historical, human, world, and regional.

Geosciences

- Courses may include astronomy; cosmology; earth science/resources; forestry; fossils; geology; geodynamics; meteorology; mineralogy; oceanography; paleontology; soil science; and/or weather and climate.
- Physical geography is not acceptable toward the geoscience authorization unless the chair of the Earth Science/Geology department verifies that the course is applicable as a geoscience course required for a degree in geoscience.
- A course in marine science may be counted as an oceanography course but marine biology may not be acceptable. A course description will be needed.

History

- Must include 16 semester units in US History and 16 semester units in World History.
- A World History course is history concerned with the study of historical phenomena that transcend national, regional, or cultural boundaries or distinctions between peoples or with the study of history from a global, comparative, or cross-cultural perspective.
- A western civilization course may be used for the history Specific Subject Matter Authorization.

Instrumental Music

- This may include coursework in theory and conducting.

Literature

- Literature courses may be offered in any language department.
- A degree in English will qualify for a Subject Matter Authorization in Literature.

Photography

Physics

- Courses may include electromagnetic radiation including spectra, visible light and color; fission; fusion and vaporization; gravitation; light and optics; nuclear and atomic physics; principles of mechanics, heat, electricity and magnetism; principles of momentum and energy; quantum theory; thermodynamics; and/or wave and particle motion.
- Coursework may be found in the Engineering department.

Plant Science

- Plant science is a life science.

Three-Dimensional Art

- Three-dimensional art courses may include ceramics, sculpture, metalworking, glass

making, papermaking, fiber art, weaving, and stone setting.

Two-Dimensional Art

- Two-dimensional courses art may include silk-screening, lithography, etching, screen printing, relief, printmaking, drawing, and painting.

Vocal Music

- Coursework may include theory and conducting.

References

Education Code
Section 44225 and 44256

Title 5 Regulations
Sections 80089.3 and 80089.4

Commission Leaflet
Subject Matter Authorizations: Credential Leaflet CL-852
http://www.ctc.ca.gov/credentials/leaflets/cl852.pdf

Commission Website
www.ctc.ca.gov

Questions

If you have additional questions, please contact the Certification Division via the Commission's Contact Us Form: https://educatortools.ctc.ca.gov/ContactUs.

SUBJECTS WITHIN THE SINGLE SUBJECTS AREA

Title 5 §80005(a) clarifies the authorization for the subject areas for service in departmentalized classes to allow an individual to be assigned to teach classes that fall within the broad single subject areas. Some subjects are listed under more than one subject such as photography which may be found under both art and industrial and technology education, musical theater which is listed under both music and theater, and child development which is listed under both health and home economics

Agriculture	Agricultural management, agricultural mechanics, agricultural science, animal science, forestry, horticulture, landscaping, and plant science
Art	Art appreciation, art history, arts and crafts, art theory, calligraphy, cartooning, ceramics, commercial art, costume design, crafts, design, drawing, humanities, illustration, interior decoration, jewelry, leathermaking, painting, photography, sculpture, stagecraft, and yearbook
Business	Accounting, business communications, business English, business mathematics, business management, business marketing, computer concepts and applications, consumer education, data processing, economics, general office occupations, keyboarding, marketing, shorthand, typewriting, and word processing
Dance	Composition and production, folk/traditional, hip hop, ballet, modern, jazz, world
English	Composition, creative writing, debate, forensics, grammar, humanities, journalism, language arts, language structure, literature, poetry, public speaking, speech, and yearbook
Health	Child development, family life, human sexuality, nutrition, sexually transmitted disease education, and substance abuse
Home Economics	Child development, clothing, consumer education, family life, foods, family economics, housing, human development, interior design, nutrition, parenting, and textiles
Industrial and Technology Education	Automotive mechanics, carpentry, computer technology, construction, drafting, electricity, electronics, industrial crafts, industrial design, metals, millwork, photography, plastics, radio and television, technical science/power mechanics, welding, and woods
Mathematics	Basic or general mathematics, algebra, calculus, computer science, consumer mathematics, geometry, mathematical analysis, statistics and probability, and trigonometry
Music	Instrumental music, music appreciation, music theory, musical theater, and vocal music

Physical Education	Aquatics, fundamental and creative movement, gymnastics, interscholastic sports, motor development or learning, physical conditioning, sports, and weightlifting
Science: Biological Science	Anatomy, biology, botany, ecology, environmental science, evolution, genetics, physiology, and zoology
Science: Chemistry	Chemical reactions, qualitative analysis, quantitative analysis, and structure and stability
Science: Geoscience	Astronomy, cosmology, earth science, forestry, geology, meteorology, oceanography, and paleontology
Science: Physics	Energy, mechanics, and thermodynamics
Social Science	American government, anthropology, contemporary issues, current events, cultural studies, economics, ethnic studies, geography, government, history, humanities, international government, law, politics, psychology, sociology, United States history, and world history
Theater	acting, directing, performance and production, improvisation, musical theater, playwriting, stagecraft, make-up and costume design
World Languages	Courses in culture, grammar, composition, language structure, and literature of the language listed on the document