



Credential Information Alert

DATE:

October 22, 2021

NUMBER:

21-06

SUBJECT: Subject Matter Competence Requirement Updates in CTC Online

Summary:

The purpose of this Credential Information Alert (CIA) is to inform Authorized Submitters who make online recommendations in the CTC Online system of updated options for selecting the completion option for the Subject Matter Requirement in CTC Online.

Key Provisions:

Assembly Bill (AB) 120 (Chap. 44, Stats. 2021) was signed by the Governor and became effective on July 9, 2021. Provisions of the bill created new options for credential candidates to meet the Subject Matter Requirement (SMR). These new options required the Commission to update the CTC Online system so that recommending agencies could select the applicable SMR completion pathway for each candidate that utilizes the new options. Three new options from the bill were added to the Subject Matter Qualification Route drop-down menu to reflect the six total routes that are now available for candidates. The options, noted with “SM” for “Subject Matter,” are as follows:

- Examination
- SM program at a different IHE
- SM program at the recommending IHE
- SM by coursework
- SM by coursework and exam combination
- SM by degree major

Save

Cancel

* = Required Field

Candidate Completion Date*	10/13/2021		Subject Matter	
Issue Date*	10/13/2021		Qualification Route:	
Program Name:	SINGLE SUBJECT TEACHING CREDENTIAL		County of Employment:	Examination
Program Type:	2042 PRELIMINARY			SM at a different IHE
Document Title*	Single Subject Teaching Credential			SM at the recommending IHE
Document Term:	Preliminary			SM by coursework
Document Category:	First Time			SM by coursework and exam combination
Methodology:	Art			SM by degree major

Authorized Submitters must select the option used by each candidate to meet the SMR when making an online recommendation. When applying for a Single Subject credential, selecting one of the new options of coursework, coursework and exam combination, or degree major, will restrict the options so that only one authorization may be added to a recommendation. The authorization will correspond to the “Methodology” chosen when “Single Subject” was selected. This does not apply to English Learner or Bilingual authorizations.

In situations where an individual met the Subject Matter Requirement through one of the three new options but qualifies for two or more authorizations, the recommendation should be submitted via mail with a paper 41-4 application, appropriate application fee, and the 41-REC recommendation form.

References:

[Application Form 41-4](#)

[Recommendation form 41-REC](#)

Important Dates:

The changes to CTC Online are active in the system as of the date of this CIA.

Contact Information:

Questions can be directed to the Commission’s Information Services Unit at credentials@ctc.ca.gov.