



4111 Las Virgenes Road
Calabasas, CA 91302

www.CenterEdX.lvusd.org

818-878-5251

Preliminary Administrative Services Credential Program Candidate Application

Program Eligibility:

Candidates must have all of the following prior to admission:

- Possess an valid Preliminary Teaching or PPS Credential
- Completed a minimum of four-years or verified equivalent of full-time, verifiable employment on a valid credential
- Be employed in a position requiring a valid California Credential.

Attachments:

Please include the following elements with this application:

- Official Transcripts for all University Coursework
- A copy of your current CA credentials (screenshot from CTC website will work)
- Three current Letters of Recommendation that speak to your potential as an administrator
- Verification of Experience: Submit a letter from your current employer verifying that you have completed a minimum of four years of full-time experience on an active California credential.

Section A: Candidate Information (completed by the PASC Candidate)

Full Legal Name: _____

Former Maiden Names: _____

Social Security Number: _____ Date of Birth: _____

Home Street Address: _____

City: _____ Zip: _____

Current Job Title: _____

Name of District/LEA/Employing Entity: _____

Name of Work Site: _____

Work Address: _____

City: _____ Zip: _____

Home/Cell Phone: () _____ Work Phone: () _____

Earned Preliminary Credential by (check one):

- Completion of a Preliminary Teaching or PPS Credential program
- Completion of a State Intern Program
- Out of State Candidate

Number of Years of Teaching Experience (requiring Preliminary Teaching or PPS Credential): _____

I hold the following valid prerequisite credentials (Please check if preliminary or clear):

Preliminary	Clear	Credential	Expiration Date
		CA Single Subject Teaching Credential	
		CA Multiple Subject Teaching Credential	
		CA Education Specialist Credential	
		CA PPS Credential	
		Other: Please Specify: _____	

Please sign below to verify the information presented in this application is true and accurate.

Signature

Date

Please return application to:
Dr. Ryan Gleason, Assistant Superintendent and Program Director
Las Virgenes Unified School District
4111 Las Virgenes Rd.
Calabasas, CA 91302

Important Candidate Information

Submission of this application is an agreement to participate in ongoing program evaluation. It is important to collect information on candidates as we work to address the educator shortage, provide support for educators, and promote retention in the educational field. The California Information Practices Act and the Federal Privacy Act provide that agencies requesting information indicate the principal purposes for which that information will be used. Your name, birthdate, and social security number (SSN) are used to provide proper identification of your file and to determine your eligibility.

With the exception of your SSN, birthdate, email, and home address, information displayed on documents you hold or have held is public information and may be disclosed. In addition, pursuant to Education Code section 44230 the Commission may disclose with past, present, or prospective employers or institutions of higher education all information provided with applications submitted through those agencies. Information may also be disclosed to other State or Federal agencies as required by law. Personal information may be disclosed to the public only with your permission or in accordance with the law. The information is necessary for the Commission to perform its duty under Education Code §§44200-44439, which authorizes this work. If not furnished, your application may be denied, delayed, or returned for completion. You are required to provide a social security number or federal tax identification number on your application pursuant to 42 USC §666 and California Code §17520.

You have a right to review personal information maintained on you by our agency unless access is exempted by law. The Administrator of State Funded Programs, Professional Services Division, 1900 Capitol Ave., Sacramento, California 95811, (916) 324-8002, is responsible for the maintenance of this information.