# ONLINE SPANISH-ENGLISH BILINGUAL AUTHORIZATION FOR IN-SERVICE TEACHERS

Santa Clara University is pleased to offer an innovative, online Bilingual Authorization program for in-service, TK-12 teachers through the Center for Professional Development in the School of Education and Counseling Psychology. Grounded in our Jesuit values for social justice, care for the whole person, and meeting the needs of our community, our Bilingual Authorization program prioritizes preparing TK-12 teachers with a deep commitment to address equity and opportunity gaps for students, to understand the importance of maintaining home language while supporting English learning, and to bring a strengths- and asset-based framework to bilingual education.

Our program prepares bilingual teachers that already hold a preliminary or clear teaching credential to add a CA Bilingual Authorization. This Bilingual Authorization allows the holder to provide content instruction to English Learners in English and Spanish across a range of school settings including public, charter, private, and Catholic schools. The program allows in-service teachers to sharpen their Spanish language skills and cultural knowledge about Spanish-speakers as classes are conducted in Spanish. The equity and social justice lens that guides the program provides a ripe context to discuss and challenge current models of bilingual education. Teachers complete the four course program through a combination of synchronous class sessions (via Zoom) and asynchronous readings, lessons, and fieldwork.

## IN-SERVICE TEACHER BILINGUAL AUTHORIZATION

- We offer two programs: **Summer Cohort** (6-month program launching in June) and **Fall Cohort** (9-month program launching in September)
- In-Service teachers enroll in 4 content-rich courses (Bilingual Foundations, Latinx Language & Culture, Bilingual Methods, Bilingual Seminar) taught in Spanish
- In-Service teachers apply what they are learning with students within their classroom and receive feedback from Bilingual program faculty
- After completing the program, In-Service teachers are recommended to the California Commission on Teacher Credentialing to receive the Bilingual Authorization add-on certification

> "The program really engages you as a teacher, equipping you to almost immediately implement new strategies and ideas in your classroom. It has given me a sense of pride and hope for the future."
>
> **Lucy Salido '22**

## ADMISSIONS REQUIREMENTS FOR BILINGUAL AUTHORIZATION

- Online completed application **(No application fee)**
  Proof of applicant's valid Preliminary or Clear Teaching Credential (Only California Applicants can be recommended to the CTC)
- Local Language Competency Assessment (required for Admission)
- Verification of Employment and Employer Support for Fieldwork (Form is on the online application)
- Passing score on CSET LOTE-Spanish III not required for admission, but must be passed and submitted prior to completing the Bilingual Authorization

## IN-SERVICE BILINGUAL AUTHORIZATION COURSES

**CLASSES ARE HELD TUESDAY & THURSDAY EVENINGS**

| **EDUC X246B** | **EDUC X247B** | **EDUC X248B** | **EDUC X249B** |
|---|---|---|---|
| Bilingual Seminar/ Fieldwork Practicum | Latine Language and Culture | Bilingual Foundations | Bilingual Methods |

## APPLICATION DEADLINES

**Summer Cohort: June 1, 2024**

**Fall Cohort: August 18, 2024**

To apply, go to: slate.scu.edu/apply

Once logged into the application, select the following:

Degree Level:  Non-Degree
Program of Study: Professional Development Bilingual Non-Degree

**Santa Clara University**
School of Education & Counseling Psychology
scu.edu/ecp — (408) 551-3422

**Find us on Social Media!**

**Give to ECP! — scu.edu/givenow**

For more information contact:
Dr. Carmina Mendoza, Director for Community and Professional Development at chmendoza@scu.edu.

Thank you for your interest in the Online Inservice Bilingual Authorization Program through the Center for Professional Development at Santa Clara University's School of Education and Counseling Psychology.

The Center for Professional Development (CPD) offers an Online, In-Service Bilingual Authorization Program that allows teachers who currently hold a single or multiple-subject teaching credential in California to add the Bilingual Authorization. We have a 6-month and 9-month program, completely online.  Some highlights of our program are as follows:
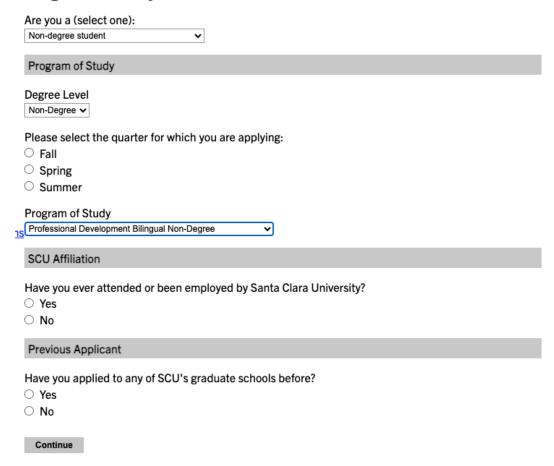
- *Truly Bilingual Program taught in Spanish*
- *Relevant practical experience within the courses*
- *Experienced faculty*
- *Flexible schedules aligned with teachers' work schedules*
- *Classes have a combination of supportive synchronous and asynchronous formats*
- *Proven record of exceptional online teaching*
- *Completion of the program in six months (two terms) or nine-months (three terms)*

If you have any questions regarding the program, please reach out to our Director of the Center for Professional Development, Dr. Camrina Mendoza at chmendoza@scu.edu. Here are the instructions to complete the application.

### SELECT THE APPROPRIATE APPLICATION

1. Go to https://slate.scu.edu/apply/ and create an account. Make sure you remember your username and password.
2. Click on **Start Application** and Select 2024 School of Education and Counseling Psychology
3. Click on **Create Application**
4. An Application Details box will appear. Click on the **Open Application** box.
5. You will see our generic application portal. It is very important that you select the correct application in order to generate the appropriate requirements.
   a. Select **Non-Degree** to the question "Are you a"
   b. Under Program of Study:
      i. Degree Level: Select **Non-Degree**
      ii. Program of Study: Select **Professional Development Bilingual Non-Degree**
   c. Select the appropriate Term you are applying for
   d. Select Professional Development Bilingual Non-Degree

## Program Of Study

Are you a (select one):

Non-degree student ▾

### Program of Study

Degree Level

Non-Degree ▾

Please select the quarter for which you are applying:
- ○ Fall
- ○ Spring
- ○ Summer

Program of Study

ns Professional Development Bilingual Non-Degree ▾

### SCU Affiliation

Have you ever attended or been employed by Santa Clara University?
- ○ Yes
- ○ No

### Previous Applicant

Have you applied to any of SCU's graduate schools before?
- ○ Yes
- ○ No

Continue

    e. Select SCU Affiliation and Previous Applicant as it applies to you.

6. Click on **Continue**
7. Once you click Continue, you will see the correct application for the Non-Degree Bilingual Authorization. If you see this bar on the left side, you are in the correct application

Home

Bilingual
Application
Instructions

Program of
Study

Personal
Background

Academic
History

Bilingual
Supplemental

Signature

Review

Make sure that you complete all the four sections and that you upload your materials. Specific instructions per section are given below:

## The Professional Development Bilingual Authorization Application

**There are 4 sections to the Professional Development Bilingual Authorization application:**

1. **Program of Study**
2. **Personal Background**
3. **Academic History**
4. **Bilingual Supplemental**

**On the Program of Study page select the following:**

- **Degree Level:  Non-Degree**
- **Program of Study: Professional Development Bilingual Non-Degree**

## Application Requirements

**1. Complete the online application.**

> **Note: The application fee is waived upon submission.**
> **Make sure you list all the post-secondary institutions that you attended in the Academic History section.**

**2. Proof of applicant's valid Preliminary or Clear Teaching Credential**

> **California Teachers: Upload a screenshot of your credential from the Search for an Educator CTC website. Must have a valid California or Preliminary or Clear Teaching Credential to be recommended to CTC for the California Bilingual Authorization.**
>
> **Out of State Teachers: You can apply and be admitted to our program, but SCU can only recommend the Bilingual Authorization to be added to a valid California teacher credential to CTC. Unless you already have a valid**

Preliminary or Clear California Teacher Credential by the time you are admitted, you will not be able to be recommended retroactively to CTC at the end of the program.

**3. Verification of Employment and Employer Support for Fieldwork**

Please forward the following link to your principal and/or designated entity that can verify your employment and provide support for your fieldwork *https://slate.scu.edu/register/bingualauthorizationfieldsupport*

**4. Local Language Competency Assessment**

## Program Requirement for Credential Recommendation

1. **Passing score on CSET LOTE III-Spanish.**
   **Note: This is not required for admission, but must be passed and submitted prior to completing the Professional Development Online Inservice Bilingual Authorization program.**
   **SCU cannot provide the Bilingual Authorization Recommendation to CTC without a passing score on the CSET LOTE III-Spanish.**

## Deadlines

**Summer Deadline: May 19**
**Fall Deadline: August 18**

## Once You Have Applied

Once you submit your application, you will receive an email confirmation that your application has been successfully submitted to Santa Clara University.

Applications are processed within 2-4 weeks of receipt. If your application is incomplete and missing any documentation required, it shall remain unprocessed until all documents have been received.

Once a decision has been made on a Bilingual Professional Development application, you will be notified via your email address with a link to view your final admissions decision.