PRELIMINARY ADMINISTRATIVE SERVICES CREDENTIAL
PROGRAM COMPLETION FORM

INSTRUCTIONS: 1. Complete form. 2. Meet with Program Coordinator for verification and signature.
3. Take form *and* credential application to KSOEHD Credential Analyst in ED 151 for credential recommendation.

NAME _____ ID#_____

ADDRESS _____
STREET AND NUMBER CITY STATE ZIPCODE

PHONE (HOME/CELL) _____ (WORK) _____

❒ Holds University Graduate Standard with satisfactory GPA.
❒ Passed the Competency Exit Review.

The following items will be needed along with this form to apply for your Preliminary Administrative Services Credential or Certificate of Eligibility:

1. Copy of CBEST.
2. Copy of valid California teaching or services credential.
3. Unofficial CSUF transcripts with Master's degree posted. If your Master's degree was issued at another institution, an unofficial transcript is acceptable.
4. Verification of three (3) years of successful full-time teaching experience in a public school (or private school of equivalent status) on original letterhead.
5. Verification of Employment as an Administrator (CL777 form) if applying for the Preliminary Administrative Services Credential.

❒ Unofficial CSUF transcripts.

COMPLETION OF REQUIRED COURSE

Course Title	Semester	Grade	Units	Equivalent Course
EAD 261 INTRO ED ADMIN			3	
EAD 262 EDUC LEADERSHIP			3	
EAD 263 SEMINAR INSTRUCT SUPV			4	
EAD 269 SITE BASED-LEADERSHIP			4	
EAD 272 ADV CURR DESIGN & DEV			4	
EAD 274 LEADERSHIP FOR EQUITY			3	
ERA 288 ED MEAS PROG EVAL			3	
EAD 287 ADMIN INTERNSHIP I			3	
EAD 288 ADMIN INTERNSHIP II			3	

- If student has taken any equivalent EAD 290 courses, there must be a letter from the instructor confirming which course was completed by independent study.

This is to certify that the named student has completed the course requirements for the Preliminary Administrative Services Credential and is eligible for an institutional recommendation for the credential.

Student's Signature _____ Date _____

Coordinator, Educational Leadership and Administration _____

Pending completion of current semester coursework taken _____ Fall _____ Spring _____ Summer _____Year