

HOW TO GET A SCHOOL PSYCHOLOGY JOB IN CALIFORNIA



FIRST, THE CREDENTIAL

California school psychologists are credentialed by the California Commission on Teacher Credentialing. The following outlines the requirements for individuals who have completed their professional preparation program outside of California.

A specialization in school psychology authorizes the holder to perform the following duties:

- Provide services that enhance academic performance
- Design strategies and programs to address problems of adjustment
- Consult with other educators and parents on issues of social development and behavioral and academic difficulties
- Conduct psychoeducational assessment for purposes of identifying special needs
- Provide psychological counseling for individuals, groups, and families.
- Coordinate intervention strategies for management of individuals and school wide crises

Requirements for the Clear Credential - Specialization in School Psychology

Individuals must satisfy **all** of the following:

1. A baccalaureate degree or higher, except in professional education, from a regionally accredited college or university.
2. Complete a professional program of post baccalaureate degree study (basically, a Master's degree) consisting of a minimum of 60 semester units specializing in school psychology, including a practicum requirement and supervised field experience with school-age children. Programs accredited by the National Association of School Psychologists (NASP) meet this requirement.
 - A letter verifying practicum and field experience must be on official letterhead from the college or university's education department and must accompany the application packet.
 - The applicant must verify eligibility for the equivalent credential authorization in the state where the program was completed. A photocopy of the out-of-state credential is acceptable verification of this requirement, as is a letter from the issuing state's licensing agency.
 - If the out-of-state preparation does not fit this pattern, the applicant must contact a California college or university with a Commission approved school psychology program for an evaluation and formal recommendation.¹
3. Satisfy the Basic Skills Requirement. See Commission *Basic Skills Requirement* leaflet at: <http://www.ctc.ca.gov/credentials/leaflets/cl667.pdf> for additional information. Out-of-state prepared applicants who have not satisfied the basic skills requirement may contact their California employer about the possibility of obtaining a One-Year Non-Renewable (OYNR) Credential pending the completion of the basic skills requirement.
4. Completed application at: <http://www.ctc.ca.gov/credentials/leaflets/414.pdf> and two FD-258s (fingerprint cards). The cards can be ordered by sending an email of request to: Fingerprints@ctc.ca.gov. Current fingerprint processing fees must accompany the application packet.
5. Application processing fee, information found at: <http://www.ctc.ca.gov/credentials/leaflets/cl659.pdf>

Your application packet should include all of the following:

- A completed application.
- Any supporting documentation (i.e., transcripts, exam scores, etc.).
- Current processing fees.
- Two completed fingerprint cards and all applicable processing fees.

Certificate of Clearance

Fingerprint clearance through the California Department of Justice and the Federal Bureau of Investigation is required from every applicant prior to the Commission's issuance of any credential, permit, certificate, or waiver. California residents must apply for their Certificate of Clearance online. See leaflet at: <http://www.ctc.ca.gov/credentials/leaflets/cl900.pdf> for details on applying. The fingerprint/character/identification process will take at least 10 days to clear.

Certificates of Clearance are valid for five years. Individuals may view the status of their Certificate of Clearance application using the lookup button online on the homepage of the California Commission on Teacher Credentialing's website at: <http://www.ctc.ca.gov>.

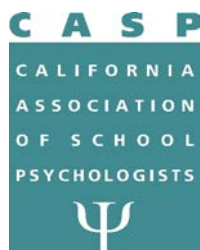
When requirements for issuance of the Certificate of Clearance are completed, an e-mail will be sent informing the individual that the document has been granted and can be viewed at <http://www.ctc.ca.gov>.

For more information go to: <http://www.ctc.ca.gov/credentials/out-of-state.html>

THEN, THE SEARCH:

California Association of School Psychologists Job Fair: March 15, 1:00 p.m. – 3:00 p.m., Marriott San Mateo/San Francisco Airport Hotel, San Mateo, CA. Free to job seekers. Information available in December at <http://event.casponline.org/job-fair/> for information.

Visit the California public education job search website at: EdJoin.org.



1020 12th Street, Suite 200
Sacramento, CA 95814
916/444-1595
www.casponline.org
memberservices@casponline.org

ⁱ This is needed only if you do not meet the requirements listed above and did not graduate from a NASP-approved university. Email CASP at memberservices@casponline.org for a referral.