



A Guide to Cal State Apply:
Masters in Curriculum & Instructions plus Multiple Subjects Credential
OR
Multiple Subjects Credential ONLY

Before you start your application:

- These instructions are specific to the credential program at San Francisco State University. If you are applying to more than one CSU campus, please check their instructions for admissions.
- Applicants can only apply to one program per school.
- Applicants will have to pay a mandatory \$70 application fee for each program they apply to. In addition, applicants will have to pay a \$25 processing fee via CashNet.
- All required application material will be included on the GCOE- How to Apply page: [gcoe.sfsu.edu/current-students/how-apply]

Creating an Account:

- To create an account, follow this link to the Cal State Apply website: www.calstate.edu/apply
- Scroll down to where you can select the term you are applying for.

[See Application Dates & Deadlines »](#)

To determine the exact deadline for your desired program, please visit the [Application Dates & Deadlines](#) page.

Refer to the [Applicant Help Center](#) for additional information and answers to your application questions.

Select a Term to Apply For ▼

Apply

- Once you have selected the term you are applying for, it will take you to the login/create new account page. There you will sign in if you already have an account or create an account if you do not have one.

Welcome to The California State University

Thank you for your interest in The California State University. You can apply for the 2022-2023 cycle here, including Fall 2022, Winter 2023, Spring 2023, and Summer 2023. If you are interested in applying to a prior term, visit <https://calstate2022.liaisoncas.com/>.

To determine the exact deadline for your desired program, visit the [Application Dates & Deadlines](#) page.

Refer to the [Applicant Help Center](#) for additional information, including [browser requirements](#). Here, you can chat with us for live support.

Sign in with your username and password below. First time here? Select Create an Account to get started.

u Username

p Password

Sign In

[Create an Account](#)

[Forgot your username or password?](#)

[Reapplying to The California State University?](#)

- If you are creating a new account, it will have you fill out your personal information as well as contact information. It will also prompt you to create a username and password. Once you have completed the required fields, click “Create my Account” button.

Your Name

Title

* First or Given Name

Middle Name

* Last or Family Name

Suffix (Jr., Sr., III, etc.)

Display Name

Text and Phone Authorization

I agree to the Terms of Service and to receive calls and/or texts at any phone number I have provided or may provide in the future, including any wireless number, from any entity associated with my application process, including but not limited to my designated schools and programs, the Liaison International support team, the association or institution for this Centralized Application Service.

Terms and Conditions

Terms of Use

These Terms of Use constitute an agreement (“Agreement”) between you and Liaison International, Inc. (the “Company”), the owner of the website located at www.liaison-intl.com (the “Site”), Your use of the Site and/or the services provided on the Site (the “Services”) constitutes your agreement, without limitation or qualification, to be bound by and to comply with the following terms and conditions:

* I agree to these terms

Contact Information

* Email Address

Home

* Confirm Email Address

* Preferred Phone Number

Mobile

Alternate Phone Number

Mobile

Username and Password

Your username must be at least 6 characters. Your password must be a minimum of 8 characters and contain at least one lower and upper case letter, one number, and a special character.

* Username

* Password

Your password must meet these minimal requirements:
 Password cannot contain username.
 Minimum of 8 Characters
 1 lowercase letter
 1 uppercase letter
 1 number
 1 special character

* Confirm Password

European Union Data Protection

* Are you currently located in a European Union country, Iceland, Lichtenstein, Norway, or Switzerland?

Yes No

Create my account

Extended Profile: This is where you will provide additional information to set up your application. There are four (4) indicated required fields that you would need to complete.

1. Degree Goal: what degree, credential or certificate are you applying for?
2. Returning: are you applying to the CSU Campus that which you previously attended?
3. Military Status
4. International Applicant

Once completed click the “Save Changes” button

1. Degree Goal

* What degree, credential or certificate are you applying for?

First Bachelor's Degree (Seeking your first bachelor's degree and have not earned a prior bachelor's degree)

Second Bachelor's Degree and Beyond (e.g. Master's, Teaching Credential, Certificate, Doctoral)

2. Returning

* Are you applying to return to the CSU campus which you previously attended, and intend to complete the same degree?

Yes No

3. US Military Status

* Have you ever served in the United States military?

4. International Applicant

* Do you have or will you require an F1 Visa (student) or J1 Visa (exchange) to study at the California State University (CSU)?

Yes No

Add programs:

- Use the search bar to filter out programs for San Francisco State University.

Find Program | View Selected Programs | | [Filters](#) | [Enter Invitation Code](#)

- Select your desired program:
 - For Credential ONLY: select **MULTIPLE SUBJECTS CREDENTIAL** under the San Francisco Credential heading.

SAN FRANCISCO CREDENTIAL							
✓	Multiple Subject Credential	San Francisco State	Credential	Fall	2022	Main Campus	05/01/2022

- For Credential plus Master's degree program: Select **CURRICULUM AND INSTRUCTION & CREDENTIAL** under the San Francisco Graduate heading

SAN FRANCISCO GRADUATE							
✓	Curriculum and Instruction & Credential	San Francisco State	MA	Fall	2022	Main Campus	05/01/2022

- Once you have selected your desired program hit “Continue” and it will take you to review the program you selected before continuing to your application.

APPLICATIONS READY FOR SUBMISSION: 0 | TOTAL FEE(S): \$70.00 | [Continue To My Application >](#)

Sort By:

San Francisco Graduate | Term: Fall | [Download](#) | [Share](#)

Curriculum and Instruction & Credential | Deadline 05/01/2022

Once you have confirmed that the program you selected is correct hit “Continue To My Application” button to go to your application.

NOTE: You will need to provide all required information/documents to have your application fully submitted for review.

Quadrant 1: Personal Information

Complete the following sections thoroughly and accurately to your knowledge.

- **Release Statement**
- **Biographic Information**
- **Contact Information**
- **Citizenship/Residency Information**
- **Race & Ethnicity**
- **Other Information**
- **Financial and Parental Information**

Quadrant 2: Academic History

- **Colleges Attended:** Click the “Add a College or University” button for each institution of higher education you’ve attended. Indicate which college you’ve attended and note if you earned or plan to earn a degree from that college
- **Standardize Tests:** San Francisco State University requires applicants to provide official copies of any test scores required for their program if study. Applicants can skip this section. You will be required to upload official copies of your test results in Quadrant 4.
 - **EXCEPTION: International students are required to upload their TOEFL or IELTS scores in this section.**
- **GPA Entries:** Applicants can self-report their GPA for program review purposes. However, the Division of Graduate Studies will review your academic records to determine if your application meets the minimum university requirement for admissions.

Quadrant 3: Supporting Information

- **Experiences:** Select “I Am Not Adding Any Experience.” You will be required to upload proof of experience in Quadrant 4.

Quadrant 4: Program Materials

- **Home:** The home page provides a brief explanation of the functions of both Graduate Admissions and the Department of Elementary Education for the application process.

- **Questions:** Answer all supplementary questions provided by the Department of Elementary Education.
- **Documents:** The instructions below specify where to upload each requirement. (Disregard the instructions given on the home page as they have changed to better streamline the application process.)
 - **CSET Multiple Subject Test:** Submit a PDF version of your official test scores regardless of “pass” or “did not pass” **OR** if you do not have proof of exam scores, please provide proof of registration with the test date **OR** proof of completion of these exams.
 - **Early Field Experience:** Fill out and upload the Early Field Experience Form. Refer to our website for a fillable pdf version of this form: https://gcoe.sfsu.edu/sites/default/files/documents/MSP-EFE_form.pdf
 - **Basic Skills Requirement:** Submit a PDF version of your official CBEST test scores regardless of “pass” or “did not pass” **OR** if you do not have proof of exam scores submit proof or registration with test dates **OR** proof of completion. Please refer to this link (https://gcoe.sfsu.edu/sites/default/files/documents/MSP-Information_Packet_0.pdf) for other ways to satisfy this requirement on page 6 of the packet.
 - **Unofficial Transcripts:** This section is designated for you to submit unofficial transcripts from all institution that were listed in Quadrant 2.
 - **International Students:** Applicants who earned their degrees from a foreign country must have the equivalent of a bachelor’s degree from a regionally accredited institution. Foreign transcripts must be evaluated by a state approved agency. Visit the CTC website for a list of approved agencies (<http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>). Submit foreign transcript evaluations directly to Credential Services (Burk Hall 244).
 - **CV/Resume:** Upload your resume here.
 - **Statement of Purpose:** Upload your statement of purpose here.
 - **Certificate of Clearance:** This section is designated for those who have received their Certificate of Clearance. **NOTE:** any valid document from the CTC (30-day Sub Permit, Child Development Permit, PIP, STIP, etc.) can fulfill this requirement. For more information refer to this link: (https://gcoe.sfsu.edu/sites/default/files/documents/MSP-Information_Packet_0.pdf) (page 4-5 of the packet)

- **Tuberculosis (TB) Clearance:** Upload proof of a Negative TB Test. The term of validity from the time you took a negative skin test is four(4) years and for chest x-rays is five(5) years.
- **Other—Processing Fee:** Pay for the non-refundable processing fee via CashNet (https://commerce.cashnet.com/CGSC_ADM) and upload proof of payment in this section.
- **English Language Proficiency Test (optional):** This section is designated for International Students to upload proof of English Language Proficiency. **If you are not an International Student, you may skip this section.**
- **Teaching Credential:** If you have a current credential from California or another state, upload a copy here.
- **Foreign Transcripts Evaluation:** Applicants who earned their degrees from a foreign country must have the equivalent of a Bachelor’s Degree from a regionally accredited institution. Upload proof that you have gotten your transcript evaluated. **Submit the evaluation directly to the credential’s office (Burk Hall 244).**
- **Additional Unofficial Transcripts (optional):** Use this section to upload any additional transcripts.
- **Recommendations:** Click on the Recommendations tab to begin the process. A minimum of two (2) letters is required by the Department of Elementary Education.
 - **Before you request an evaluation:**
 - Be sure to inform your recommender that you will be requesting an online electronic recommendation via email. (Recommenders have the option to decline your request)
 - Be sure to obtain a professional email from your recommender.
 - Provide at least two email addresses from recommenders in the provided recommendations section. Once you click “submit” your recommender will immediately receive an email with a link to the portal where they will write OR upload your letter of recommendation.
 - You will be able to track the progress of your recommendations and if your recommender declines your request, you have the option to request additional evaluators.

General Letter Upload		2 required - 3 total allowed	
K██████ M██████████	Requested: Apr 08, 2022	Status: Requested	Edit Delete
+ Request General Letter Upload Recommendation			

- Note: You can submit your application without a complete evaluation, but it is your responsibility to ensure that your recommender submits their letters by the given deadline.
- **Submit your Application**
 - Once you have completed your online application, click on the “Submit Application” tab. Before you click “submit” make sure you’ve made all the changes you need to your application. **Once you submit you cannot go back and make changes.**
 - Pay the \$70 application fee and submit your application.
- **Check Status**
 - Here you will be able to check the status of your application and you are able to download and save your application.