

Fresno State Department of Social Work Education
Pupil Personnel Services Credential Program Requirements
2001 Standards

The current requirements for the PPS credential program with specializations in school social work and child welfare and attendance (CWA) are listed below.

1. Admission to the MSW program at Fresno State.
2. Assignment for the second year field placement, SWrk 282/283, at a public school setting which meets all of the requirements of the PPS program. First year MSW students should indicate their interest in school social work and the PPS program in both their SWrk 282/283 application and their field placement interview with the Field Coordinator. All interested students will be allowed to interview for the PPS field placement slots. Only those students who obtain a PPS placement for SWrk 282/283 should proceed with the remaining requirements.
3. Meet the Basic Skills Requirement (BSR) by taking **one** of several examination options outlined below **prior to enrollment in S Wrk 282**. The California Commission on Teacher Credentialing requires all credential holders to demonstrate proficiency in basic skills. There are several examination options available to credential candidates:
 - a. Original score report showing a score of “college ready” or “exempt” in the English and Math sections of the Early Assessment Program (EAP)
 - b. Original score report showing a score of 50 on the Entry Level Math (ELM) exam and 151 on the English Placement Test (EPT).
 - c. A combination of the scores from the EAP and the EPT/ELM as long as you have passed a section of the English and a section of the Math.
 - d. Verification of passing the College Board SAT English (500) and SAT Math (550).
 - e. Verification of passing the ACT English (22) and ACT Math (23).
 - f. Verification of a score of 3 or higher on the College Board AP English Language and Composition or the AP English Literature and Composition exam and a score of 3 or higher on the AP Calculus or Statistics exam.
 - g. Take all 3 sub-tests of the California Basic Educational Skills Test (CBEST) and submit verification of having passed.
 - h. Verification of passing the California Subject Exam for Teachers (CSET): Writing Skills exam and CSET: Multiple Subject exam.

If you do not pass the basic skills proficiency requirement, make an appointment to meet with the PPS Coordinator prior to the beginning of the PPS internship. Registration and testing information are available online at www.cbest.nesinc.com. **You must provide verification that you have taken a basic skills proficiency exam prior to enrollment in S Wrk 282.** Once you pass, provide the Department of Social Work Education with a copy of your C-BEST verification card or passing scores from the other BSR options.

4. Complete the application for Character and Identification Clearance prior to enrollment in S Wrk 282. Specific instructions for obtaining the Certificate of Clearance will be provided at a credential candidate orientation in late spring. You must submit evidence of your Certificate of Clearance to the Department of Social Work Education prior to beginning SWrk 282. If you have not received your clearance when classes begin in the fall, see the PPS Coordinator immediately.

5. Enroll in SWrk 274, Advanced Social Work Practice in Schools (3 units) concurrently with SWrk 282 (Fall) and SWrk 275, Advanced Social Work Practice in Schools II (3 units) concurrently with SWrk 283 (Spring). You must earn a grade of "B" or higher in both of these classes in order to be recommended for the credential.
6. Completion of 450 clock hours of field placement experience doing school-based practice supervised by a credentialed practitioner. One hundred clock hours should be with at least ten pupils of a racial/ethnic background different from that of the candidate. Hours shall be provided in at least two of the four settings (preschool, elementary, middle, high school), with a minimum of 100 clock hours at each setting. Those candidates interested in obtaining the additional specialization in school counseling need to complete a minimum of 200 clock hours at each setting.
7. Completion of 150 clock hours of field placement experience in child welfare and attendance supervised by a credentialed practitioner. Ninety (90) clock hours must be school based; 30-60 of the 150 clock hours must be in interdisciplinary experiences in a setting outside the field of education and will be arranged for each individual PPS placement. **Students interested in both the school social work and child welfare and attendance specializations will need to complete a total of 600 hours of field placement which is the same hour requirement for all MSW 2 students.**
8. **UPDATE:** MSW/PPS candidates have the option to also obtain the PPS in school counseling. Candidates need to apply to the program by July 1 for the coming academic year and follow a specific process to be provided at the PPS Candidate orientation. Only candidates who have passed the Basic Skills Requirement (BSR) are eligible to apply. Admitted students must take three classes: Coun 203, Assessment in Counseling; Coun 220, Career Development Theory; and, Coun 240, Counseling Exceptional Children and Their Parents. Availability of these classes is limited and not guaranteed.
9. Completion of a PPS Credential Program Portfolio that demonstrates overall proficiency (80% or above) in the completion of program requirements. The Portfolio is submitted to the PPS Coordinator at the completion of the program and is reviewed as part of the recommendation for the PPS credential.
10. Completion of all requirements for the MSW degree and a recommendation for the PPS credential from the PPS Coordinator. You must complete the MSW program before your application for the PPS can be completed.
11. Completion of all application requirements for the PPS credential. The applicant is responsible for applying for the PPS credential. Your application cannot be completed until you meet all of the requirements for the MSW program (i.e., graduate). Candidates normally have a 10 year limit from the time they begin their graduate program to apply for the credential. If the credential standards change, that time frame may be shortened. Application materials may be obtained from the Credential Analyst.
12. Once you have completed the MSW program and applied for the PPS credential fill out a PPS Program Completion Form and submit it to the PPS Coordinator. The Program Completion Form will be forwarded directly to the Credential Analyst office at CSUF. Student files in the Credential Analyst office remain open for only 3 months. Therefore, be sure to complete all application requirements within 3 months or your file will be closed.