



Cancel

To:  
From: credentials@csueastbay.edu  
Date:  
Subj: Department Conditional Admissions Notice

Dear ,

Thank you for submitting the department application for the Educational Leadership Program at California State East Bay for Fall Entry 2015.

With a status of , you join a select group of candidates who have passed the initial screening process. In order to be conns requirements. In most cases, by meeting all the department requirements you have also met the requirements for the university. You will receive a separate official letter of admissions from the CSU East Bay Graduate Admissions Office to confirm your university admissions status. You can check your status of the university admissions by viewing on MyCSUEB ([www.my.csueastbay.bare.csueastbay.edu](http://www.my.csueastbay.bare.csueastbay.edu)) program. This acceptance is limited to the Educational Leadership Program that begins this Fall again.

: You will receive another email regarding your cohort placement, including information about classes and advising. Please wait patiently to receive further details the coming weeks through your [Horizon e-mail](#).

Any questions related to your admissions status can be directed to the Credential Student Service Center at [\(510\) 885-2272](tel:510-885-2272).

Again, congratulations on your acceptance. We look forward to working with you in this exciting and rewarding program.

Sincerely,

Dr. Peg Winkelman  
Chair, Educational Leadership Department

Last modified at 6/10/2015 by

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Transcripts program starts.

If you are a non-CSUEB undergraduate who will graduate in the term before you begin the program, you must submit a Certificate of Completion from your university's registrar's office. The letter must indicate the date in which your degree will be posted. See Appendix for an example of a Certificate of Completion document.

Applicants who earned a four (4) year bachelor's degree or its equivalent at a higher education institution outside of the U.S. must have their transcripts evaluated by an agency authorized by the California Commission on Teacher Credentialing (CTC). A list of authorized agencies is available at the CTC website: <http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>.

Applicants who took any foreign course work, but not earned an degree, may be subject to a foreign transcript evaluation.

If you are unsure this applies to you, contact CSSC.

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Valid Teach  
Credential

A valid California Teaching Credential is required for admissions. Submit a copy of the credential document to the department along with your admissions materials.

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If you believe that there is a discrepancy in our records, please do the following immediately:

1. Reply to this email (do not change the subject line).
2. In your email, provide: your name and the discrepancy.
3. The CSSC will respond to your email with our updated findings.

If our information is correct, please turn in (mail or hand-deliver) the missing items by the document deadline.

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decision. The university will mail to you a letter regarding your university admissions.

You will receive a separate email regarding the department admissions

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Please reply to this email (do not change the subject line) with a request to cancel your department application and no further action would be needed from you. All department admissions documents are retained in our office for up to one year. For a copy of any document, please review the <sup>3</sup> form found on our website. You will need to contact the Graduate Admissions Office to cancel your university application, [gradprograms@csueastbay.edu](mailto:gradprograms@csueastbay.edu) with a message like,

Thank you for your interest in Cal State East Bay for your credentialing preparation plans!

Sincerely,  
Credential Student Service Center  
(510) 885-2272

Links

1. <http://www20.csueastbay.edu/about/visitor-information/maps-campus-locations>



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