**Cal Poly Humboldt - PPSC-SSW Program**

**Basic Skills Requirement Evaluation Request**

Individuals may satisfy the Basic Skills Requirement (BSR) through multiple options. Please review the [CTC BSR Leaflet](https://www.ctc.ca.gov/credentials/leaflets/basic-skills-requirement-(cl-667)) for all options for meeting the BSR. If you are choosing an option other than a standardized exam or if you want to combine portions of the exam and coursework, you will need to complete this form.   For new credential program applicants, submit this form as part of your admissions application packet. **Please include all applicable official transcripts (front & back) for courses you are using to meet BSR.**

**Student/Applicant Information**

Name:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID (Humboldt students only): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Check One:**

\_\_\_*I have completed the following coursework to meet the BSR.*

Courses must meet the following criteria:

∙ The course was taken at a regionally accredited college or university\*

∙ The course was 3‐semester units or 4‐quarter units\*\*

∙ The course was taken for academic credit (earned units)

∙ The course was passed with a grade of B‐ or better or Credit or Pass

∙ The course was degree applicable (AA coursework included)

**Reading:** course must be in critical thinking, literature, philosophy, reading, rhetoric, or textual analysis.\*\*\*

Course Number:        Course Title:                   Course Grade:        Term:        Institution:

**Writing:** course must be in composition, English, rhetoric, written communication, or writing.\*\*\* Course Number:        Course Title:                   Course Grade:        Term:        Institution:

**Mathematics:** course must be in algebra, geometry, mathematics, quantitative reasoning, or statistics. Course Number:        Course Title:                   Course Grade:        Term:        Institution:

\_\_\_*I have completed a combination of coursework and exams or a combination of the approved exams to meet the BSR.*

**Reading:** course must be in critical thinking, literature, philosophy, reading, rhetoric, or textual analysis.   Exam:            Score:        Date Passed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course Number:        Course Title:                   Course Grade:        Term:        Institution:

**Writing:** course must be in composition, English, rhetoric, written communication, or writing Exam:            Score:        Date Passed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course Number:        Course Title:                   Course Grade:        Term:        Institution:

**Mathematics:** course must be in algebra, geometry, mathematics, quantitative reasoning, or statistics Exam:            Score:        Date Passed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course Number:        Course Title:                   Course Grade:        Term:        Institution:

*\* If taken at a college or university outside the United States, the courses must be English based courses and must be deemed equivalent to coursework taken at a regionally‐accredited college or university in the United States. Foreign‐prepared educators must obtain an evaluation of their transcripts through a Commission‐approved Foreign Transcript Evaluating Agency. See CTC Leaflet CL‐635 for more information.*

*\*\* You can use more than one course to meet one content area as long as the total units is 3 or more semester units (or 4‐quarter units).*

*\*\*\* Candidates can use a single course to meet both the reading and writing requirement if they are able to obtain a letter from the English department chair where both courses were taken, that confirms that the single course included significant content in both reading and writing.*

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* The option above meets BSR
* The option above does not meet BSR

Additional information required to determine verification of BSR:

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Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_