

FUSD CASC Admissions and Eligibility Requirements

Candidate Admission Requirements (for FUSD CASC Program)

Candidates are granted admission to the CASC Program by providing the following:

- Complete Enrollment and Candidate/District Agreement Forms
- Verification of employment in an administrative position
- Verification of valid California Preliminary Administrative Services Credential

To meet CTC requirements, candidates must enroll in the CASC program within one year of receiving an administrative position. Candidates must enroll with at least two years remaining on their credential to meet the requirements of completing the FCSS CASC program prior to the expiration of the Preliminary Administrative Services Credential. If the candidate does not have sufficient time, they must secure an extension from the CTC. Extension information can be found at:

<http://www.ctc.ca.gov/credentials/leaflets/al3.pdf>.

Eligibility Requirements for the Clear Administrative Services Credential

To be eligible for a Clear Administrative Services Credential, individuals must satisfy all the following requirements:

1. Possess a valid Preliminary Administrative Services Credential.
2. Verify a minimum of two years of successful experience in a full-time administrative position in a California public school, nonpublic school, or private school of equivalent status while holding the Preliminary Administrative Services Credential.
3. Complete a commission-approved Administrative Services induction program and obtain the program sponsor's recommendation for the credential.
 - FUSD will be the program sponsor for candidates who participate in FUSD's CASC Program.

To meet Commission on Teacher Credential (CTC) requirements, candidates must enroll in the CASC program within **one year** of receiving an administrative position.

- A Clear Administrative Services Credential authorizes the holder to provide the following school services in grades 12 and below, including preschool, and in classes organized primarily for adults:
 - Develop, coordinate, and assess instructional programs.
 - Evaluate certificated and classified personnel.
 - Provide student discipline.
 - Provide certificated and classified employee discipline.
 - Supervise certificated and classified personnel.
 - Manage school site, district, or county-level fiscal services.
 - Recruit, employ, and assign certificated and classified personnel.
 - Develop, coordinate, and supervise student support services.