

CALIFORNIA STATE UNIVERSITY, STANISLAUS
Verification of Introductory Subject Matter Authorizations

For students completing the Multiple Subject Credential Program at CSU Stanislaus Only.

All Subject Matter Authorization coursework must be completed with grades C, CR, or better.

Completion of an approved Introductory Subject Matter Authorization must be verified by the ISMA Verifier.

Processing Instructions:

1. Pay the \$20.00 fee at the Cashier's Office (MSR 100) and attach the receipt to this form. **(See Alternative Ways Submit Payment / COVID-19 on page 2)**
2. Complete Part 1 below and submit it along with the worksheet(s) for each authorization you are applying for, to the Liberal Studies Dept. (Demergasso-Bava Hall, Rm 300).
3. If you graduated from CSU Stanislaus BEFORE 2010, include unofficial transcripts for all colleges you attended.

A scanned copy of the completed form will be emailed to you. The original will be forwarded to the CSU Stanislaus Credential Services Office.

Please note: A processing fee of \$10.00 (Cashier Code 1409) for recommendation to the California Commission on Teacher Credentialing will be required at the time you apply for your Multiple Subject Credential.

Part I – Student complete this section ONLY

PLEASE PRINT

Last Name: _____ First Name: _____ SID: _____

Address: _____
Street City State Zip

Phone: (____) _____ Email: _____

STOP

(Part II is to be completed by the ISMA Verifier)

Part II – Verification of Introductory Subject Matter Authorizations (to be completed by ISMA Verifier)

_____ Has completed the following Introductory Subject Matter Authorizations at CSU Stanislaus:

- _____ Introductory **English** Subject Matter
- _____ Introductory **Social Science** Subject Matter Authorization
- _____ Introductory **Mathematics** Subject Matter Authorization
- _____ Introductory **Science** Subject Matter Authorization

_____ Has **not** completed the Introductory Authorization in _____.

The following requirements must be satisfactorily fulfilled:

Subject Area:	Course to include:	Units:

ISMA Verifier _____ Date _____

Credential Services _____ Date _____

Alternative Ways to Submit Payment / COVID-19

Cashier's Drop Box:

Along with your check/money order for \$20 (make payable to CSU Stanislaus), enclose the Verification of Introductory Subject Matter Authorization form (put a note to forward the receipt & form to Liberal Studies, DBH 300) in an envelope and drop off at the Cashier's Drop Box located inside the Mary Stuart Rogers Building near the Cashiers Suite, MSR 100. The Cashier's Office collects drop box payments on Monday, Wednesday, and Friday between 8 am - 12 noon. A receipt for the payment is emailed to the your university email address.

Send by mail:

Along with your check/money order for \$20 (make payable to CSU Stanislaus), enclose the Verification of Introductory Subject Matter Authorization form (put a note to forward the receipt & form to Liberal Studies, DBH 300) and mail packet to:

Stanislaus State
Attn: Cashiers
One University Circle
Turlock, CA 95382

At this time, NO online credit card/debit card payments are available through your myCSUSTAN student center account for this form.