

Computer Science Authorization

To add the Computer Science Authorization, you are required to submit a direct application to the California Commission on Teacher Credentialing (CTC). CTC is the final granting authority for added authorizations.

Follow the instructions below for submitting a direct online application to CTC.

1. **REVIEW** the [Direct Application Submission](#) on the CTC website for instructions on how to submit your application online. Please select the following combinations when choosing from the specific dropdowns to ensure CTC reviews your application for the correct credential type/authorization.
 - **Area:** Teaching Credentials
 - **General Application Category:** Adding a New Document or Authorization for Holders of an Existing Credential (80499)
 - **Type of Credential/Permit Requested:** Select appropriate option
 - **Authorization /Subject:** Introductory Computer Science **OR** Specific Computer Science
 - **Preparation Route:** N/A
2. **PREPARE & UPLOAD** your supporting documents
 - ☐ **Supplementary Authorization Worksheet.** Download appropriate worksheet below. Enter your name and SSN on the worksheet.
 - [Introductory CS Authorization](#) – 10 units
 - [Specific CS Authorization](#) – 13 units
 - ☐ **Official SJSU transcripts** reflecting completion of CS Authorization courses. You may request for SJSU electronic transcripts [here](#). Send them to yourself first and then upload them to the CTC portal.
 - ☐ [CS Authorization Course Descriptions](#)
 - ☐ [CS185C Syllabus](#) – ONLY Include this if you are adding the Specific CS Authorization
 - ☐ **Copy of your Prerequisite Multiple or Single Subject Credential.** You may look up a copy through your Educator Account on the [CTC website](#)
3. **ANSWER** the Professional Fitness Questions.
4. **PAY** the application fee. The total fee is \$102.65 (\$100/application fee + \$2.65/service fee).
5. **SUBMIT** your application.

The CTC processing time is 8-10 weeks or longer. You may check the status of your application by logging onto your Educator Account and click on the application tab to view your pending status. If you have any questions about the status of your application, you may [contact CTC](#) directly.

[Credential Services](#)

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