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California State University, East Bay

Graduate Reading Program Handbook

**Master of Science in Reading and Literacy
Reading and Literacy Added Authorization**

2018-2019

California State University, East Bay
Department of Teacher Education

Graduate Reading Program Handbook

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**Welcome to the Graduate Reading Program
From Dr. Denise Fleming, Program Coordinator**

I am pleased that you have selected Cal State East Bay for your graduate studies in Reading and Literacy. Like most of our candidates, you are probably a full-time classroom teacher with a strong desire to improve your skills and knowledge, while expanding your professional career opportunities. Earning your Master of Science in Reading and Literacy and the Reading and Literacy Added Authorization can help you meet these goals.

Gone are the days when only English teachers taught students how to read and write. In this competitive job market, principals and districts now look for candidates who bring "value added" skills to the job. Our candidates come from diverse backgrounds, content areas, and grade levels. What they have in common is their drive for self-improvement, a profound investment in the academic and personal success of their students, and the desire to be leaders in systemic academic reform. Our candidates go on to become masterful practitioners, literacy specialists, curriculum and staff developers, and peer coaches.

As the GRP Coordinator, I will be your academic advisor. I began teaching in the Graduate Reading Program at CSUEB (then CSU Hayward) nearly 20 years ago. Prior to becoming a university professor, I taught all grade levels in public and private schools, in bilingual and ESL classrooms, and in affluent and impoverished areas. I have two single subject credentials, a multiple subject credential, a math supplemental authorization, a reading specialist credential, and am multilingual. I have mentored thousands of teachers over my career.

I am an experienced and dedicated professional, but I am not unique in that regard. At Cal State East Bay, you will find that all your professors have similarly strong backgrounds and are eager to share their time and expertise with you. Our candidates appreciate the personalized attention they receive and that their classes are taught by recognized literacy experts who are also veteran elementary and/or secondary teachers.

On behalf of the GRP faculty, welcome to Cal State East Bay! We look forward to getting to you know better through our work together.

Best wishes,

Dr. Denise Fleming

Coordinator, Graduate Reading Program
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Graduate Reading Programs

The Master of Science in Reading and Literacy The Reading and Literacy Added Authorization

The Department of Teacher Education offers two graduate reading programs, the Master of Science in Reading and Literacy (MSRL) and the Reading and Literacy Added Authorization (RLAA). Both programs focus on literacy development; learning, teaching, and leadership; and building a culture of literacy in homes, schools, and the community.

The two programs total 30 semester units and are designed to be completed in one year, for students who transfer in nine eligible units from an accredited post-baccalaureate credential program. Students who are unable to transfer in units will be required to take additional coursework. Upon admission, your advisor will review your transcript to make this determination and advise you accordingly.

The six Core Courses for the RLAA are also required for the MSRL, so students work on both programs simultaneously. For the MSRL, students complete an additional three courses, or more, if they do not have the required number of transfer units.

Core Courses Required for both the RLAA and the MSRL (14 units)

TED 660: Literacy Research and Methods (3 units)
TED 661: Comprehension Research and Methods (2 units)
TED 662: Culture of Literacy: Focus on Diversity (2 units)
TED 663: Literacy Assessment (3 units)
TED 664: Literacy Intervention (3 units)
TED 695: Practicum (1 unit)

Courses Required to Complete the MSRL, for Students Transferring in 9 Units

TED 687: Reading Research & Evaluation (3 units)
TED 688: Research in Education (1 unit)
TED 693: Project (3 units)

Additional Courses Required for Students Unable to Transfer in 9 Units

TED 670 The Science of Reading Foundations* (3 units)
TED 671 Early Literacy Foundations* (3 units)
TED 672 Secondary Literacy Foundations* (3 units)

*These courses are not required for students who transfer in the required number of eligible units.

Program of Study

The Master of Science in Reading and Literacy, which includes the Reading and Literacy Added Authorization, is designed to be completed in one year (with the required number of transfer units). Cal State East Bay will convert from quarters to semesters in Fall 2018. The program of study below for the Summer 2018 cohort reflects the transition from quarters to semesters.

Course of Study for Cohort Beginning Summer 2018

Summer 2018*	Fall 2018	Intersession 2019	Spring 2019
TED 6230: Literacy Research and Methods I (4 units)	TED 663: Literacy Assessment (3 units)	TED 695: Practicum (1 unit)	TED 664: Literacy Intervention (3 units)
TED 6253: Literacy Research and Methods II (4 units)	TED 687: Reading Research & Evaluation (3 units)	TED 688: Research in Education (1 unit)	TED 687: Reading Research & Evaluation (3 units)
TED 6220: Culture of Literacy: Focus on Diversity (4 units)			
* Summer 2018 is the last term Cal State East Bay is on the quarter system. The 12 quarter units students take in Summer 2018 equate to 8 semester units. Fall, Intersession, and Spring 2019 will be on the semester system. The transition from quarters to semester units will not impact this cohort.			

The program of study below is all semester-unit courses (for Summer 2019 or later entry).

Course of Study for Cohort Beginning Summer 2019

Summer	Fall	Intersession	Spring
TED 660: Literacy Research and Methods (3 units)	TED 663: Literacy Assessment (3 units)	TED 695: Practicum (1 unit)	TED 664: Literacy Intervention (3 units)
TED 661: Comprehension Research and Methods (2 units)	TED 687: Reading Research and Evaluation (3 units)	TED 688: Research in Education (1 unit)	TED 687: Reading Research & Evaluation (3 units)
TED 662: Culture of Literacy: Focus on Diversity (2 units)			

Application Process

Application Dates

Cal State East Bay accepts applications from February 1 through April 15.

Application Directions for Current Cal State East Bay Credential Students

- Complete an online [Change of Objective Form](#)
- Complete an online [Department](#) Application
- You do not need to complete the University (Cal State Apply) application
- You do not need to submit any documents (e.g., transcripts, CBEST)

Application Directions for New Applicants to the University

- Complete an online [University](#)* Application
- Complete an online [Department](#) Application
- Submit all required documents (see below)

* For the University application, click on the link that states:

“Applying for Winter, Spring or Summer 2018? Apply Here”

Selecting a Program Plan on the Department Application

Because the RLAA coursework is part of the MSRL, most applicants select “BOTH,” as shown below on the department application.

Please indicate your program plan *

- Both the Master of Science in Reading and Literacy (MSRL) and the Reading and Literacy Added Authorization (RLAA)
- Reading Literacy Added Authorization ONLY

Required Documents for All New Applicants to the University

- Statement of purpose
- Three letters of recommendation
- Two official BA or BS degree-bearing transcripts
- One official transcript from all other institutions attended, including where credential was earned
- A copy of a valid Multiple Subject or Single Subject Credential (you may view and print a copy of your credential online at ctc.ca.gov)
- Official CBEST score report

Submit documents by April 15 to:

**Credential Student Service Center
California State University, East Bay
25800 Carlos Bee Blvd, AE 235
Hayward, CA 94542**

Advising

Timely and accurate academic advising is important to your success as a Cal State East Bay graduate student. Dr. Denise Fleming, Coordinator of the MSRL and RLAA, advises all students in the graduate reading programs. Upon admission to the MSRL/RLAA, you should schedule an appointment with Dr. Fleming to learn about program expectations and review your program of study.

While your advisor can address most of your questions and concerns, it is your responsibility to meet program and university deadlines, such as those for class registration and filing for graduation. Check the current academic calendar and graduation web page for important dates and procedures.

Helpful Resources:

CSUEB Accessibility Services: <http://www.csueastbay.edu/accessibility/index.html>

CSUEB Important Dates: <http://www.csueastbay.edu/registrar/important-dates/index.html>

CSUEB Blackboard: <https://bb.csueastbay.edu/>

CSUEB Class Schedule and MyCSUEB: <https://www.csueastbay.edu/mycsueb/>

CSUEB Financial Aid: <http://www.csueastbay.edu/financialaid/tuition-and-fees/index.html>

CSUEB Registration: <http://www.csueastbay.edu/registrar/register/index.html>

CSUEB Credential Student Service Center (CSSC): <http://www.csueastbay.edu/cssc/>

California Commission on Teacher Credentialing (CTC): <https://www.ctc.ca.gov/>

Program Completion & Graduation

Completion of the Reading and Literacy Added Authorization (RLAA)

The Commission on Teacher Credentialing (CTC) issues the RLAA to qualified students who have been recommended Cal State East Bay's Credential Student Service Center (CSSC). To be eligible for CSSC recommendation, candidates must

- Successfully complete the required Core Courses for the MSRL/RLAA (14 units)
- Submit [Credential Completer Application](#) (pages 3-5)
- Submit fee of \$25 by check or money order payable to CSUEB
- Submit a [Verification of Experience Form](#), signed by their employer, documenting three* or more years of successful teaching experience to the Credential Student Service Center (CSSC) in AE 235

Once the CSSC has submitted your recommendation to the CTC, you will receive an email directly from the CTC with a link. You will need to click on the link and continue the application process. CTC will have you complete the Professional Fitness questions and pay their fee. CTC's fee is \$100, which you will pay online via credit card. Please note that you have 90 days to complete the recommendation from the time we submit the recommendation from CTC. If not completed within 90 days, CTC will purge and will require a new recommendation. For the CSSC to complete the second recommendation, you will need to submit a new application and fee to the CSSC's office. For more information, contact the CSSC at credentials@csueastbay.edu or [\(510\) 885-2272](tel:(510)885-2272).

*Candidates with fewer than three years of teaching experience are welcome to enter the Reading and Literacy Added Authorization (RLAA) Program and complete the coursework. They may apply for the Reading and Literacy Added Authorization (RLAA) once they have the required three years of successful classroom teaching experience.

Completion of the MS in Reading and Literacy

The following are CSU East Bay requirements for graduation with a MS degree:

1. Fulfill the University Writing Skills Requirement. See <http://www.csueastbay.edu/academic/colleges-and-departments/apgs/testing/uwsr/>
2. Be advanced to Candidacy
3. Complete at least 30** semester units applicable to your degree
4. File for Graduation following the directions at <http://www.csueastbay.edu/registrar/graduation/index.html>
5. Pay the required graduation fee
6. For more information, contact your advisor

**including any eligible transfer units