

PLACE Corps requires one online application: [Start One Now \(graduate.lmu.edu/apply\)](https://graduate.lmu.edu/apply)

As part of the online application, you will also be asked to upload this completed supplemental program information packet in the appropriate section. This is a fillable PDF form. **Please save it to your device as you work to avoid losing anything. We recommend including your name in the saved document file name. Upload saved document.**

Last Name, First Name: _____

Email: _____

Program of Interest: _____ Elementary Emphasis (Multiple Subject Credential with M.A. in Transformative Education)
 _____ Secondary Emphasis (Single Subject Credential with M.A. in Transformative Education)
 _____ M.A. in Transformative Education ONLY (for those who already hold a teaching credential)

The Master of Arts in Transformative Education prepares candidates with a deeper understanding of theory, research, and best practices in the challenges and opportunities in today's schools, and the important compassionate role of teachers in as schools and communities transform to meet evolving needs. [Concentrations](#) for the M.A. include a choice to further knowledge in:

- ~ Digital Learning;
- ~ Disability Studies and Inclusive Education;
- ~ Educational Policy and Administration; or,
- ~ Language and Culture (recommended for bilingual ed)

Academic Background:

	School Name	Catholic? (Y/N)	City/State	No. of Years Attended
Elem:				
Middle/Jr:				
High School:				
Other:				

College or University Attended, City, State: _____

Degree earned: ☐ BA ☐ BS ☐ Other _____

Major(s): _____

Minor(s): _____

Estimated GPA: _____

Date degree was/will be complete: _____

Last Name, First Name: _____

Teaching Preference:

Please indicate your preference for each general school level below. For primary and elementary, please list the grades in descending order of preference (PLACEMENT decisions based on openings and need).

Primary (K-2) Multiple Subjects (preference given to candidates who hold teaching certification)

☐ First choice ☐ Second Choice ☐ Third choice ☐ Fourth choice ☐ Not a choice

Grade Levels in order of preference: _____

Elementary (3-5) Multiple Subjects

☐ First choice ☐ Second Choice ☐ Third choice ☐ Fourth choice ☐ Not a choice

Grade Levels in order of preference: _____

Middle School/Junior High (6-8) Single Subject* in: _____

☐ First choice ☐ Second Choice ☐ Third choice ☐ Fourth choice ☐ Not a choice

Secondary/High School Single Subject* in: _____

☐ First choice ☐ Second Choice ☐ Third choice ☐ Fourth choice ☐ Not a choice

** As a general rule, the single subject identified to teach for middle or high school level would be directly related to your undergraduate major. California requires that you pass CSET exams in that subject area.*

Have you had experience working with this grade level/age: ☐ Yes ☐ No

If YES, please provide a few more details:

Type of Experience (indicate): ☐ Employment ☐ Volunteer ☐ Service

Name of Organization: _____

Estimate Length of Involvement (i.e. 1 week, month, year, etc.): _____

Estimate hours completed at this location: _____

Age group/grade level(s) at this location: _____

What was the nature of your work: _____

What did you enjoy/learn the most from this experience: _____

(Please note: You will be asked to complete a Verification of Experience Form to add to your applicant file.)

If NO, please share what inspires you to work with this particular grade level/age:

Last Name, First Name: _____

☐ I reside in California

I reside in: _____

California Credential Information

As a PLACE Corps credential candidate in the LMU School of Education, all California requirements, including Basic Skills (Reading, Writing, and Math) and Subject Matter Competency need to be met.

Basic Skills– Required

California accepts many courses from undergraduate studies to meet this requirement, among other options, including CBEST exam portions. These options are detailed on the [Basic Skills Area of the CTC website](#). The PLACE team will work with you individually to review your transcripts and best method(s) to meet this requirement. Ultimately, this requirement is required to be verified as met completely by the end of the first Fall Semester in the program.

Subject Matter Competency - Required

The California Commission on Teacher Credentialing (CTC) requires that all “teachers of record” demonstrate subject matter competency in the subject they are primarily teaching. California accepts some undergraduate degrees to demonstrate this competency, among other options, including CSET exams as needed. The latest information on ways to meet this are available at the [Subject Matter Area of the CTC website](#). The PLACE team will work with you individually to review your academic background and transcripts to review best method(s) to meet this requirement. Ultimately, this is required to be verified as met completely by the end of the first year in the program.

My goal is to obtain a credential in the following area:

☐ Multiple Subject (Elementary/PK-8)

☐ Single Subject (Secondary/6-12)

☐ English ☐ Social Sciences (History Emphasis) ☐ Math (Foundational or Full: _____)

☐ Science (Foundational, Biology, Chemistry, Physics, or Geosciences: _____)

** If there is an alternate area of interest of yours, please detail it in your Personal Statement.*

Or

Out-of-State Candidates Seeking Reciprocity

Those out-of-state candidates seeking reciprocity, should consult with an advisor regarding next steps. Those seeking reciprocity are required to submit their application to CTC for reciprocity before the end of the first summer.

☐ I hold (or will hold by the end of the current spring semester) a California preliminary or California clear credential. Date California credential was (or will be) filed: _____

☐ I hold (or will hold by the end of the Spring semester) certification or licensure from another state and understand that I will need to apply for reciprocity of my credential with the State of California Commission on Teacher Credentialing by end of Summer Session II.

List state of certificate/license/credential: _____

Date certification/licensure was (or will be) received: _____



Last Name, First Name: _____

Have you applied to the PLACE Corps program in the past? If so, what year(s) and cohort(s)?

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Do you know anyone who is in or who has been in the PLACE Corps?

Name	Relationship

Do you know anyone who is also applying to the PLACE Corps this year?

Name	Relationship

Please list any relatives who are currently attending or who have attended LMU:

Name	Relationship

Other than those listed above, do you have any other affiliation with the PLACE Corps, the School of Education, Loyola Marymount University or associated partners?

I do not have any affiliation with PLACE, SOE, LMU, or partners, other than that listed above.

I do have an affiliation with PLACE, SOE, LMU or partners in: _____

Last Name, First Name: _____

Background Check/Certificate of Clearance

All teachers in the State of California are required to successfully complete and receive a certificate of clearance as well as a Department of Justice/FBI background clearance. Answers to the questions below are a required part of the clearance. If you answer yes to any of the following questions, you may not be able to pass the clearance and may not be able to be authorized to teach in a classroom. If in doubt, you may wish to apply for a certificate of clearance in advance: [https://www.ctc.ca.gov/credentials/leaflets/certificate-of-clearance-\(cl-900\)](https://www.ctc.ca.gov/credentials/leaflets/certificate-of-clearance-(cl-900)) . Otherwise, the process will be completed together at the beginning of the program in June.

- 1.) Have you ever been convicted of any felony or misdemeanor offense, including entering a plea of “nolo contendere,” in California or in any state or place?
- 2.) Have you ever had any credential, including but not limited to any Certificate of Clearance, permit, credential, license, or other document authorizing public school service or teaching, suspended, revoked, voided and/or otherwise rejected for alleged misconduct in California or any other state or place?
- 3.) Have you ever had any application for a credential, including but not limited to, any Certificate of Clearance, permit, credential, license, or other document authorizing public school service or teaching, denied and/or rejected for alleged misconduct in California or any other state or place?
- 4.) Have you been dismissed, resigned from, entered into a settlement agreement, or otherwise left school employment to avoid investigation and/or disbarment for alleged misconduct in California or any other state or place?
- 5.) Are you now subject of any inquiry, review or investigation by any licensing agency in connection with any alleged misconduct; is any disciplinary action or investigation now pending against you in any school district or before any licensing agency or court in California or any other state; is any adverse action now pending against any credential you hold, including but not limited to, any Certificate of Clearance, permit, credential, license, or other document issued by any licensing agency in California or any other state; is any licensing matter on appeal?
- 6.) Are you currently the subject of any inquiry or investigation by a state or federal law enforcement agency or have you ever been subject of an inquiry or investigation by a state or federal law enforcement agency or a licensing agency in California or any other state regarding alleged misconduct that involved children or took place on school property?
- 7.) Do you currently have any outstanding criminal charges pending against you in California or in any state or place?
- 8.) Have you ever had any disciplinary action (including an action which was stayed by the licensing agency) taken against any professional or vocational license in California or any other state or place?

If you answer YES to any of the above questions, you might not be able to pass the clearance and might not be able to obtain authorization to work in a school setting or teach in a classroom.

Last Name, First Name: _____

Request to Participate

I, _____, request to participate in PLACE Corps. If I commit to enroll after acceptance into the program, I am aware of my responsibilities as a participant, including, but not limited to:

- Making my participation in the PLACE Corps my “full-time” responsibility, foregoing any part-time jobs or outside commitments that require my time.
- Fulfilling the terms of my full-time teaching contract for the Archdiocese, adhering to all school and Archdiocesan personal and professional conditions of employment.
- Residing full-time in my assigned faith-filled community housing, intentionally contributing to and supporting fellow program members in a positive and enriching environment.
- Fully participating in all program activities.
- Pursuing my journey of spiritual growth and faith formation.
- Attending and successfully completing the required courses for the appropriate Master of Arts degree in Transformative Education and all state requirements for the preliminary California teaching credential as outlined in the LMU Graduate Bulletin and/or as coordinated by my PLACE Corps academic advisor.
- Accepting the responsibility of being an ambassador of Loyola Marymount University, the School of Education, and PLACE Corps.
- Remaining committed to the full two years of the program.
- Providing own transportation to fulfill program and employment requirements.

If I commit to enroll, after I am accepted, I agree to fulfill these responsibilities to the best of my abilities. I understand that I may be dismissed from PLACE Corps at any time for improper conduct or for failure to meet my professional, academic, or community obligations. If I enroll, I intend to honor my obligation to PLACE Corps, School of Education, Loyola Marymount University, and to the assigned Archdiocese.

Signed _____

Date _____