Jim and Judy Watson COE Student Services

Program Admissions CE 102

5500 University Parkway

San Bernardino, CA 92407

(909) 537-7400

**Adapted Physical Education Added Authorization**

**Program Admissions File (P.A.F.) Requirements**

Listed below are the requirements you will need to submit to apply to the Adapted Physical Education Added Authorization Program.

**Requirements**

1. **Advising Form**

All applicants are required to submit a Kinesiology Adapted Physical Education (APE) Advising Form completed and signed by the Program Coordinator, Dr. Hyon-Kyong Oh.

1. **Official Transcripts**

All applicants are required to to submit an official transcript from each institution attended with the exception of California State University, San Bernardino directly to the Jim and Judy Watson Student Services Office (CE 102) by the program deadline date.

1. **Verification of a Basic Teaching Credential**

All applicants are required to submit verification from the Commission on Teacher Credentialing (C.T.C.) of the issuance of a valid California teaching credential authorizing the teaching of physical education in any grade K-12 or a credential authorizing instruction in special education.

1. **Grade Point Average (G.P.A.)**

All applicants must have a cumulative G.P.A. of a 2.67 or a 2.75 in their last 90 quarter units.

1. **P.A.F. Processing Fee**

All applicants are required to submit verification of the $35 non-refundable P.A.F. Processing fee. Payment can be made via one of the following options:

* Pay in-person via Student Financial Services Office (UH 035)
* Pay on-line via MyCoyote account
* Pay on-line via Campus eMarket.

***NOTE: Please refer to the*** [***Fee Receipt***](https://coe.csusb.edu/sites/csusb_coe/files/FeeReceiptPaper%209-17.pdf) ***for processing fee payment instructions.***

9/2018