

TEACHING CREDENTIAL AND PROFESSIONAL PROGRAM IN

Adult Education

Accredited by the California Commission on Teacher Credentialing (CTC), this program prepares you for a career teaching adults in a variety of learning environments. Get professional training or state certification to prepare for a career teaching adults.





Two paths to the classroom

Your passion for teaching can become a new career.

UC Berkeley Extension offers two educational tracks that prepare you to teach adults in a variety of learning environments.

One option is a teaching credential path—approved by the California Commission on Teacher Credentialing (CTC)—which opens classroom doors in a large range of academic and vocational subject areas.

Your other option is the Professional Program in Adult Education and Instruction, which provides key teaching and training skills for use in educational and professional training settings.

Both options can be pursued full or part time, while you teach.



Adult Education Teaching Credential

What You Can Teach with an Adult Education Credential

Academic subjects, including:

- English as a Second Language
- GED and citizenship coursework
- Basic elementary and high school academic skills
- High school coursework to satisfy California High School Exit Exam (CAHSEE) requirements

Vocational subjects, including:

- Parenting education
- Adaptive skills for adults with disabilities and older adults
- Health and safety
- Hospitality and service
- Life skills

Prerequisites for Registration

A college degree might not be required. You must have completed a bachelor's degree from an accredited institution, with coursework in the subject you plan to teach. If you do not have a bachelor's degree, you can still teach a vocational subject using your years of subject-related work experience as a substitute for a degree. Contact the Alameda County Office of Education (ACOE) at www.acoe.k12.ca.us for more details.

Path to Obtaining an Adult Education Credential

There are four parts to earning a clear Adult Education credential: the application for the preliminary credential, credential coursework, teaching experience, and a health education coursework requirement.

1. Contact the ACOE office for advice and the paperwork that is required to obtain your preliminary credential.
2. Begin your coursework at UC Berkeley Extension. The number of courses you must take depends on whether you want a part-time or full-time teaching credential. If you plan to earn a full-time credential, you also must satisfy the U.S. Constitution requirement.
3. Using your preliminary credential, find a teaching position and successfully teach a minimum of four semesters. You have five years from the date you receive your preliminary credential to complete the experience requirement.
4. Take a health education course from UC Berkeley Extension and get CPR training, which is available through many local government, educational, and public health outlets.



Obtaining Your Clear Credential

When you have completed the requirements for the adult education credential, contact the ACOE office. ACOE will need a transcript of your UC Berkeley Extension coursework, evidence of your teaching experience, and proof of CPR training to process your clear credential.

Part-time Credential

To earn a part-time credential, which lets you teach up to 50 percent of full time, you must take these five courses:

Instructional Strategies for the Adult and Adolescent Learner (Level I)

X387.3 (2 semester units in Education)

Learn about effective planning and clear presentation of instruction and motivational strategies for learners. Other topics include techniques for promoting positive interpersonal relationships in the classroom, school and community; techniques for group facilitation; and principles of learner-centered instruction.

Assessment and Evaluation in Adult and Vocational Education (Level I)

X366 (2 semester units in Education)

Examine techniques for evaluating student progress and instructor effectiveness with the help of an experienced instructor. Study both formative and summative evaluations, with emphasis on identifying instructional objectives and using the evaluation result to modify the content, pace, format, and style of delivery.

Integrating Technology into Adult and Vocational Education (Level I)

X366.3A (1 semester unit in Education)

Learn strategies for integrating computers and other technologies into the adult and vocational education curriculum in ways that enhance the instructional process. You study aspects of the Internet, online communication, distance learning, and effective use of multimedia.

Note: When you have completed the three courses above plus an elective, you are eligible for a UC Berkeley Extension certificate of completion. (See the Professional Program in Adult Education and Instruction information on page 6 of this brochure.)

Critical Issues in Public Education: Class, Culture, Race, Ethnicity, and Gender

X344 (2 semester units in Education)

Examine the sociocultural and political perspectives that influence public education and explore the complex ways that class, culture, race, ethnicity, and gender affect educational practice and process.

Perspectives on the Adult Learner (Level I)

X351.8A (2 semester units in Education)

This course offers you tools to understand the developmental characteristics of adults and the implications for selecting appropriate teaching methods and materials.



Full-time Credential

To earn a full-time credential, you must take the five courses above, plus the following three courses:

Curriculum for the Adult Learner (Level II)

X325 (2 semester units in Education)

This course covers principles, strategies, and practices for developing a learner-centered curriculum, such as identifying instructional objectives and preparing lesson plans and course outlines consistent with California statutes, policies, and regulations.

Integrating Technology into Adult and Vocational Education (Level II)

X366.3B (1 semester unit in Education)

Hands-on experience is emphasized, including effective use of computer software, the Internet, online communication, distance learning, and related technologies.

Counseling, Guidance, and Professional Relationships in Adult Education (Level II)

X366.6 (2 semester units in Education)

You develop specific strategies in this course for increasing student motivation and retention (including goal setting, assessment and feedback, and life relevance) and for connecting students to support services they need.

Other Credential Course Requirements

To clear your credential to teach in California, you must complete the health education course requirement. The following UC Berkeley Extension course satisfies that requirement.

Fostering Wellness

X345.4 (1 semester unit in Education)

This course presents strategies for teaching health concepts in elementary, secondary, and adult classes. Topics include personal health, fitness and nutrition, stress and depression, emotional health, sexuality, and use and abuse of drugs and alcohol.

You must also be CPR certified, and—for full-time only—fulfill the U.S. Constitution course requirement. UC Berkeley Extension offers online course options to satisfy the Constitution requirement. See www.unex.berkeley.edu/profseq/adulted.html for details.

Professional Program in Adult Education and Instruction

A credential is not required for many adult education teaching positions, but skilled, knowledgeable teachers are always in demand. UC Berkeley Extension's Professional Program in Adult Education and Instruction prepares you for a career teaching adults in a variety of learning environments and improves your skills if you are already a professional teacher or trainer.

Who Will Benefit

- Master's degree holders seeking to teach at the community college level
- Training professionals in both the public and private sectors
- Human resource professionals involved in training
- Consultants and corporate trainers
- Those wishing to enter the field of teaching and to build their skills

Value of a UC Berkeley Extension Professional Program

As the continuing education arm of UC Berkeley, one of the finest public research institutions in the United States, UC Berkeley Extension has an unmatched reputation for excellence. Earning a UC Berkeley Extension professional sequence certifies a participant's successful completion of a high-caliber, in-depth course of study.

Courses (see descriptions in this brochure)

Instructional Strategies for the Adult and Adolescent Learner (Level I)

Assessment and Evaluation in Adult and Vocational Education (Level I)

Integrating Technology into Adult and Vocational Education (Level I)

One approved elective. Go to www.unex.berkeley.edu/profseq/adulted.html for a current list of electives.

Note: If you are in the Adult Education credential program, you will automatically complete the requirements for this professional program. However, you must register for this program separately with UC Berkeley Extension for the designation to appear on your Extension transcript.



How to Begin

To begin the Professional Program in Adult Education and Instruction, simply enroll in your first class. To begin the Adult Education Teaching Credential program, first contact ACOE to obtain your preliminary credential, then enroll in your first course.

How to Register for the Professional Program in Adult Education and Instruction

We recommend that you register before you begin your second course.

To register online, please go to www.unex.berkeley.edu/profseq/adulted.html or print out and complete the program registration form, available at www.unex.berkeley.edu/cert/cert.pdf. Mail or fax it as it indicates and include the nonrefundable registration fee.

Requirements may be updated based on new developments in the field of study; we recommend completing the program in a timely fashion.

Completing the Professional Program in Adult Education and Instruction

When you have completed your coursework, call or e-mail our office to let us know. After verifying successful completion of all program requirements, we will award your certificate of completion. If you have questions or concerns about your eligibility, call (510) 642-1171.

For More Information

For additional information about the UC Berkeley Extension Professional Program in Adult Education and Instruction and the Adult Education Teaching Credential programs, please call (510) 642-1171, e-mail askeducation@unex.berkeley.edu, or visit www.unex.berkeley.edu/profseq/adulted.html.

Enroll in individual courses at www.unex.berkeley.edu/enroll or (510) 642-4111.

For a free UC Berkeley Extension course catalog, call 1 888 UC SMART or visit www.unex.berkeley.edu.





Start a New Career

Your teaching dreams can quickly become reality with UC Berkeley Extension's Adult Education Teaching Credential program or the Professional Program in Adult Education and Instruction. Share your expertise with a new generation, using the latest teaching techniques.



UC Berkeley Extension

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