



# Petition for Credential

**NOTE:** Completed petition & ALL required documents listed on the appropriate checklist must be emailed to: **credentials@scu.edu**

**Full Name:** First Name \_ Last Name

**SCU ID #**

**Email:**

**SSN:** XXX - XX - XXXX

**Birth Date:**

Program Start Date

Graduation Date

Year

**DOCUMENT NAME**

**DOCUMENT TERM:**

**SUBJECT AUTHORIZATION:**

**ADDITIONAL AUTHORIZATION:**

**\*\*This section is required for all Intern Credential petitions:**

**Complete Name of School where you are employed**

**Name of District or COE**  
(leave blank if school is a Charter)

**Address, City, Zip**

By signing below, I understand the following:

- Santa Clara University (SCU) recommends for credential to the Commission on Teacher Credentialing (CTC)
- Once all documentation listed on appropriate checklist is received, SCU has a 10 day processing time
- CTC is the governing body to approve and issue my credential
- I MUST pay for the document before it can be issued
- I understand that I must wait until after the recommendation is submitted before I can pay

Student Signature

Date