



McClintic and Associates
CSET Test Preparation Schedule for March 13, 2010 Exam

APPLICATION DEADLINE DATE:
Thursday, February 4, 2010

We strongly recommend that you enroll and pay for this course in person at our Beaudry office. SMP and McClintic and Associates are not responsible for any enrollment materials mailed to our office and not received before the deadline date.

Please call 213-241-4140 to confirm that this class is not closed.
www.teachinla.com/smp

CSET Multiple Subjects Subtest I
Reading, Language, and Literature,
History and Social Science

1 Salary Point

Saturdays and Tuesdays: 2/6, 2/16 (Tu), 2/20, 2/23 (Tu), 2/27 & 3/6/10
 Saturday Time: 8:00 a.m. – 11:30 a.m.
 Tuesday Time: 5:30 p.m. – 9:00 p.m.

Full Fee: \$300 (Reimbursable to teachers eligible for SMP free classes)

How to Pay: McClintic and Associates accepts money orders only as payment for courses (no personal checks or cash) payable to “McClintic and Associates.”

If paying for more than one course, separate money orders must be submitted for each course.

We appreciate your cooperation with this matter.

Send to – SMP Test Preparation, 333 South Beaudry Avenue, 15th Floor, Los Angeles, CA 90017
YOU ARE NOT OFFICIALLY ENROLLED IN THE COURSE UNTIL WE RECEIVE PAYMENT.

Saturday Location: Irving MS – 3010 Estara Avenue, Los Angeles, CA 90065 ([map](#))

Tuesday Location: UTLA – 3303 Wilshire Blvd., 8th Floor, Los Angeles, CA 90010 ([map](#))

Current LAUSD Employment Title _____

Teacher Applicant in Mathematics, Sciences, English, and Special Education, not yet offered a full-time position

Other (describe) _____

Name _____ Emp # _____

Address _____ City/Zip _____

Home Phone _____ Cell _____ E-mail _____

School _____ School Phone _____

For additional information, call (213) 241-4140 and ask to speak with an advisor.

For Office Use Only:

Date Received:	Status Code:	Comments:
Advisor Assigned:	Subject Code:	
Point:	Entered by:	
Date Verified:	Retake Make-up Rollover	
Verified by:	Date of Original Course:	

McClintic and Associates

CSET Preparation Course Policies

LAUSD will reimburse CSET preparation course fees for those LAUSD teachers who would qualify for free Subject Matter Preparation (SMP) Program's CSET courses under the following conditions:

- Teachers must attend all class meetings of the CSET preparation course.
- LAUSD teachers must take the corresponding CSET exam (3/13/2010) immediately following the CSET preparation course. In order to request course reimbursement, eligible teachers must also submit a valid 3/13/2010 CSET score report.

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In addition, the following policies are in effect:

- No course refunds will be given after the CSET preparation course has begun. Final refund disposition will be determined and processed by McClintic and Associates.
- All course fees must be paid by money order only.
- If paying for more than one course, separate money orders must be submitted for each course.
- No one will be admitted to the course unless payment in full has been received and payment can be positively determined by receipt of funds paid in full.
- Priority enrollment will be extended to the LAUSD teachers who would ordinarily qualify for free SMP CSET preparation courses and enroll **prior to the course deadline date of Thursday, February 4, 2010.**
- All LAUSD Subject Matter Preparation Program course policies are in effect.

My signature below certifies that I have read, fully understand, and will fully abide by all McClintic and Associates and LAUSD Subject Matter Preparation Program policies.

CSET Preparation Course Enrollee Signature

Date