**Passing the Basic Skills Requirement for Candidacy**

Candidacy is the point at which a student is accepted into a teacher preparation program and becomes a “candidate” for a teaching credential. You’ll apply for candidacy prior to the third year in your degree program, or before the second quarter for junior transfers. You will submit your application for candidacy to the College of Education. Before you can be fully accepted as a candidate, Washington [state law](http://apps.leg.wa.gov/RCW/default.aspx?cite=28A.410.220) requires that you have successfully passed the WEST-B examination or have an [equivalent SAT or ACT score](https://www.pesb.wa.gov/preparation-programs/assessments/basic-skills-assessment-west-b/west-b-alternatives/). Below is the process you should follow for meeting the basic skills requirement for candidacy.

Note: You cannot begin the teacher certification portion of your degree unless you have met this requirement. Therefore, it is important that you complete this requirement by the end of the summer term before you begin candidacy. Talk to your degree advisor to decide when to take the examination if needed. The WEST-B examination can be retaken if not passed.

**Process for Meeting the Basic Skills Requirement for Candidacy**

*I have* ***not*** *met*the ACT or SAT [equivalency requirement](https://www.pesb.wa.gov/preparation-programs/assessments/basic-skills-assessment-west-b/west-b-alternatives/).

You will need to pass the WEST-B examination. You’ll find information on the WEST-B at [this link](http://www.west.nesinc.com/TestView.aspx?f=HTML_FRAG/WA095_TestPage.html).

**OR**

*I have* ***met*** *the ACT or SAT* [equivalency requirement](https://www.pesb.wa.gov/preparation-programs/assessments/basic-skills-assessment-west-b/west-b-alternatives/).

Send an e-mail message to the College of Education’s Assessment, Certification, & Records Specialist at: armitagb@seattleu.edu that notifies that person of your score. That person will verify your score through the SU admissions records system and will notify you that your score has satisfied the requirement.

OR

*If you* ***do not*** *pass the WEST-B*, or if you’d like to have some support in preparing for the WEST-B, the College of Education offers a preparation workshop. Contact Dr. Julie Kang for information at: kangju@seattleu.edu.

*If you* ***pass*** *the WEST-B*, have the scores submitted directly to the College of Education’s Assessment, Certification, & Records Specialist at: armitagb@seattleu.edu

You can get more details of this requirement at the [Professional Educator Standards Board site](https://www.pesb.wa.gov/preparation-programs/assessments/basic-skills-assessment-west-b/) that explains the requirement.