Early Childhood; Elementary/Middle Grades; Special K-12; and Teacher Leader Endorsements
We kindly request that licensure officers mark each candidate at the beginning of the program as “not completed” by using the entitlement wizard. By taking this action, the candidate’s ELIS account will be in “pre-completion” (PC) status and he/she will be unable to apply for a license through ISBE evaluation. The beginning of the program generally means when the candidate has been admitted to the preparation program or has successfully passed a test of basic skills (TAP/ACT Plus Writing/SAT).

- This action will prevent duplicate applications and the transfer of fees.
- It will also prevent delays in obtaining licensure.
New Option to Upload Documents to ELIS

- To help us reduce paper usage, please do not mail ISBE hard copies of any documents you upload into ELIS.
- Licensure Officers may upload the following ISBE forms to ELIS:
  - ISBE form 73-05 State-Approved Verification Form; and
  - ISBE form 73-06 Grade Verification Form for grades of “P” or “S”.
- Licensure Officers may now upload official transcripts into a candidate’s ELIS account.
  - Upload transcripts from your institution; and
  - Upload official transcripts from transfer institutions.
    - If the institution does not require official transcripts for transfer students, the candidate will need to request that official transcripts be sent to ISBE or the transfer institution.
Transcript Upload Directions

- From your ELIS home screen, search for an educator by name, IEIN, or SSN.
- On the educator’s credential page, hover your mouse over the “Educator” tab at the top of the page, then click “images” in the dropdown menu.
- Click “add image”.
- Select the document type from the dropdown box:
  - TRANS (transcript)
  - 73-05 State Approved Program Verification Form—select the appropriate program
  - 73-06 Grade Verification Form for grades of “P” or “S”.

September 16, 2014--Revised September 20, 2014
In the “Description” box, type a short description of the document (i.e. official transcript).

If uploading a transcript, select the state and institution from the drop down menus. Circle the university seal and write your initials and date at the top of the transcript to confirm the transcript is official.

Click “browse” to upload your document. Documents must be in pdf format.

Confirm that your newly loaded document is listed in the educator’s images.

If uploading a transcript that has a new degree (other than the ones indicated in your entitlement wizard), please click “Degrees” under the educator tab and add the new degree.
Add Educator Image
Adding an Image

- Live Demonstration
- https://secqa1.isbe.net/IWAS/asp/login.asp?js=true
Early Childhood Endorsements

Effective July 1, 2014, each individual assigned to provide instruction to students in a pre-school program shall meet the ESL or bilingual endorsement requirements if the teacher is providing ESL or bilingual instruction and the district is receiving reimbursement for such services.
Early Childhood Endorsement

- Completion of an approved self-contained early childhood education program.
- The TAP must be passed prior to student teaching.
- The Early Childhood Test (107) is required for student teaching.
- The APT 188 is required for completion of the approved program. *We will continue to honor the APT 101 for up to five years.*
- A license endorsed for Early Childhood may also be endorsed for the following endorsements valid for teaching in grades K-3.
## K-3 Early Childhood Endorsements

<table>
<thead>
<tr>
<th>Endorsement</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bilingual Education (B__)</td>
<td>18 semester hours with a distribution*, 100 clock hours (or 3 months teaching experience) in a bilingual setting and pass the appropriate Target Language Proficiency test.</td>
</tr>
<tr>
<td>English as a Second Language (ESL)</td>
<td>18 semester hours with a distribution*, and 100 clock hours (or 3 months teaching experience) in an ESL setting.</td>
</tr>
</tbody>
</table>
K-3 Bilingual Endorsement Coursework Distribution

18 semester hours in the following:

- Foundations of Bilingual Education;
- Assessment of Bilingual Students;
- Methods and Materials for Teaching Limited-English Proficient Students in Bilingual Programs;
- Cross-Cultural Studies for Teaching Limited-English Proficient Students; and
- Methods and Materials for Teaching English as a Second Language.
• 18 semester hours in the following:
  ○ Linguistics;
  ○ Theoretical Foundations of Teaching ESL;
  ○ Assessment of the Bilingual Student;
  ○ Methods and Materials for Teaching ESL; and
### Endorsement
- Foreign Language (IL Admin Rules 25.100 and 1.720)
- Library Information Specialist (LIS)

### Requirements
- **24 semester hours and the applicable foreign language test;** to add a subsequent foreign language endorsement the educator must pass the applicable foreign language test
- **24 semester hours/12 upper division and the Library Information Specialist test (175)**
# K-3 Early Childhood Endorsements

<table>
<thead>
<tr>
<th>Endorsement</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Reading Teacher (READ)</td>
<td>• 24 semester hours with a distribution* and the Reading Teacher test (177) or the Reading Specialist test (176)</td>
</tr>
<tr>
<td>• Technology Specialist (TESP)</td>
<td>• 24 semester hours and the Technology Specialist test (178)</td>
</tr>
</tbody>
</table>
K-3 Reading Teacher Coursework Distribution

Complete 24 semester hours of coursework including:
- Foundations of Reading;
- Content-area reading;
- Assessment and Diagnosis of Reading Problems;
- Developmental and Remedial Reading Instruction and Support;
- Developmental and Remedial Materials and Resources;
- Literature Appropriate to Students in All Grade Levels; and
- Practicum in Reading
• Completion of an early childhood special education program. There are only four such approved programs: Judson, Lewis, Loyola, and UIC. No other institution should entitle candidates for this endorsement.

• The TAP must be passed prior to student teaching.

• The Early Childhood Special Education (152) test is required to student teach.

• The APT 188 is required for completion of the approved program. *We will continue to honor the APT 101 if it is less than five years old.*

Discussion comparing the Early Childhood Special Education endorsement to the Early Childhood Special Education approval.
Adding an Entitlement

- Live Demonstration
- https://secqa1.isbe.net/IWAS/asp/login.asp?js=true
Approved Program Vs. Endorsement

You are adding credentials for Teacher J. Bogus.

This screen is used to add an Approved Program. Endorsements can be added on the next screen.

- **License Source:** TRAD - Illinois Traditional Educator Program Completer
- **Entitlement Date:** 9/9/2014
- **Institution:** ISU 0 - Illinois State University
- **Approved Program:** Early Childhood Education - EARL
- **Endorsement:** Self Contained General Education - SCG3
- **Grade:** Birth through Grade 3

Once you have entered the required data, click on the "Next" button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard
Effective July 1, 2014, each individual assigned to provide instruction to students in a pre-school program shall meet the ESL or bilingual endorsement requirements *IF* the teacher is providing ESL or bilingual instruction and the district is receiving reimbursement for such services.
Elementary Endorsements

K-9 SELF CONTAINED ENDORSEMENT
K-4 ENDORSEMENTS
• Valid for teaching in grades K-9* in a self-contained setting.
• Completion of an approved elementary education program including coursework in special education methods, reading methods and reading in the content area.
• The TAP must be passed prior to student teaching.
• The Elementary /Middle Grades test (110) is required prior to student teaching.
• The APT 188 is required for completion of the approved program. We will continue to honor the APT 102 (Assessment of Professional Teaching K-9) or the APT 104 (Assessment of Professional Teaching K-12) if passed in the five year validity period.

*Can only teach Grade 9 if the senior high school endorsement requirements have been met and the 9th grade endorsement has been issued.

**Can only teach middle school (5-8) if the educator holds a middle school endorsement.
• Does Illinois statute require a course in the teaching of physical education and training for all elementary education teacher candidates?
  ○ Yes. A minimum of one P.E. course is required of individuals pursuing an endorsement in elementary education per 105 ILCS 5/27-9.
    ▷ Q: Must the course be aligned to the standards set forth in 23 Illinois Administrative Rules 26.360 (“Curriculum: Physical Development and Health”)?
    ▷ A: Yes, the course should be aligned to the standards listed in Section 26.360. If the course is not so aligned, the standards must be embedded elsewhere in the program.
# K-4 Subsequent Elementary Endorsements

<table>
<thead>
<tr>
<th>Endorsement/Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Bilingual Education (B__)</td>
<td>• 18 semester hours with a distribution*, 100 clock hours (or 3 months of teaching experience) in a bilingual setting and pass the appropriate Target Language Proficiency test.</td>
</tr>
<tr>
<td>English as a Second Language (ESL)</td>
<td>• 18 semester hours with a distribution* and 100 clock hours (or 3 months teaching experience) in an ESL setting.</td>
</tr>
</tbody>
</table>
K-4 Bilingual Endorsement Coursework Distribution

- 18 semester hours in the following:
  - Foundations of Bilingual Education;
  - Assessment of Bilingual Students;
  - Methods and Materials for Teaching Limited-English Proficient Students in Bilingual Programs;
  - Cross-Cultural Studies for Teaching Limited-English Proficient Students; and
  - Methods and Materials for Teaching English as a Second Language.
18 semester hours in the following:

- Linguistics;
- Theoretical Foundations of Teaching ESL;
- Assessment of the Bilingual Student;
- Methods and Materials for Teaching ESL; and
# K-4 Subsequent Elementary Endorsements

<table>
<thead>
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<tbody>
<tr>
<td><strong>Foreign Language (IL Admin Rules 25.100 and 1.720)</strong></td>
<td>24 semester hours and the applicable foreign language test; to add a subsequent foreign language endorsement the educator must pass the applicable foreign language test</td>
</tr>
<tr>
<td><strong>Library Information Specialist (LIS)</strong></td>
<td>24 semester hours/12 upper division and the Library Information Specialist test (175)</td>
</tr>
</tbody>
</table>
## K-4 Subsequent Elementary Endorsements

<table>
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<tbody>
<tr>
<td>Reading Teacher (READ)</td>
<td>24 semester hours with a distribution*, and the Reading Teacher test (177) or the Reading Specialist test (176)</td>
</tr>
<tr>
<td>Technology Specialist (TESP)</td>
<td>24 semester hours and the Technology Specialist test (178)</td>
</tr>
</tbody>
</table>
Complete 24 semester hours of coursework including:

- Foundations of Reading;
- Content-area reading;
- Assessment and Diagnosis of Reading Problems;
- Developmental and Remedial Reading Instruction and Support;
- Developmental and Remedial Materials and Resources;
- Literature Appropriate to Students in All Grade Levels; and
- Practicum in Reading.
Adding an Entitlement for Licensure

- Live Demonstration
- [https://secqa1.isbe.net/IWAS/asp/login.asp?js=true](https://secqa1.isbe.net/IWAS/asp/login.asp?js=true)
Middle School Endorsements

A MIDDLE SCHOOL ENDORSEMENT IS REQUIRED FOR EDUCATORS TEACHING OUTSIDE OF A SELF-CONTAINED ENVIRONMENT IN THE MIDDLE GRADES
In addition to the specific content-area requirements, the applicant must document the following:

- 3 semester hours of coursework that includes middle grade philosophy, middle grade curriculum and instruction, and instructional methods for designing and teaching developmentally appropriate programs in the middle grades, including content-area reading instruction; AND

- 3 semester hours of coursework that includes educational psychology focusing on the developmental characteristics of early adolescents, the nature and needs of early adolescents, and the role of the middle grade teacher in assessment, coordination and referral of students to health and social services.

See http://www.isbe.net/licensure/middle_grade/msinfo.htm for information regarding requirements at each institution.
Middle School Endorsements

- All middle school endorsements require the 6 semester hours of middle school coursework.
- Most middle school endorsements require 18 semester hours of content-area coursework and 6 semester hours of middle school coursework.
- There are no generic middle school endorsements. All middle school endorsements are tied to a specific subject area (i.e. middle school language arts).
- Some middle school endorsements require a specific coursework distribution.
The following directions must be followed when adding a middle school endorsement:

- If the individual holds an Elementary General Education Self-Contained K-9 endorsement (old Type 03 certificate) the grade level of the middle school endorsement must be **5-8**.
- If the individual holds a Secondary 6-12 endorsement (old Type 09 certificate) the grade level of the endorsement must be **6-8**.
The following Middle School endorsements require 18 semester hours in the content-area:

- Agriculture
- Art
- Biological Science
- Business/Marketing/Management
- Computer Applications
- Computer Science
- Dance
- Family and Consumer Science
The following Middle School endorsements require 18 semester hours in the content-area:

- Health Education
- Industrial Technology Education
- Language Arts
- Music
- Physical Education
- Physical Science
- Social Science
- Speech
- Theatre/Drama
## Middle School Endorsement Areas with Additional or Specific Requirements

<table>
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<tbody>
<tr>
<td>Bilingual Education (B__)</td>
<td>18 semester hours with a distribution*, 100 clock hours (or 3 months of teaching experience) in a bilingual setting and pass the appropriate Target Language Proficiency test.</td>
</tr>
</tbody>
</table>

- English as a Second Language (ESL) | 18 semester hours with a distribution* and 100 clock hours (or 3 months of teaching experience) in an ESL setting |
Middle School Bilingual Endorsement Coursework Distribution

- 18 semester hours in the following:
  - Foundations of Bilingual Education;
  - Assessment of Bilingual Students;
  - Methods and Materials for Teaching Limited-English Proficient Students in Bilingual Programs;
  - Cross-Cultural Studies for Teaching Limited-English Proficient Students; and
  - Methods and Materials for Teaching English as a Second Language.
Middle School English as a Second Language (ESL) Endorsement Coursework Distribution

- 18 semester hours in the following:
  - Linguistics;
  - Theoretical Foundations of Teaching ESL;
  - Assessment of the Bilingual Student;
  - Methods and Materials for Teaching ESL; and
### Middle School Endorsement Areas with Additional or Specific Requirements

#### Endorsement
- Foreign Language  (IL Admin Rules 25.100 and 1.720)
- General Science
- General Geography

#### Requirements
- **24 semester hours and the applicable foreign language test;** to add a subsequent foreign language endorsement the educator must pass the applicable foreign language test
- 18 semester hours with coursework in physical and biological sciences
- 18 semester hours of physical and/or cultural geography

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## Middle School Endorsement Areas with Additional or Specific Requirements

<table>
<thead>
<tr>
<th>Endorsement</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Library Information Specialist (LIS)</td>
<td>24 semester hours with 12 hours in upper division coursework and the LIS test (175)</td>
</tr>
<tr>
<td>Mathematics (MATH)</td>
<td>18 semester hours with a distribution*</td>
</tr>
<tr>
<td>Reading Teacher (READ)</td>
<td>24 semester hours with a distribution *, and the Reading Teacher test (177) or the Reading Specialist test (176)</td>
</tr>
</tbody>
</table>
Middle School Mathematics Coursework Distribution

- Requires 18 semester hours of coursework in the following:
  - One (3) hour course in methods of teaching mathematics in the middle grades; and 15 semester hours from four of the following:
    - Math content courses for elementary teachers;
    - Calculus;
    - Modern Algebra or Number Theory;
    - Geometry;
    - Probability and Statistics;
    - History of Mathematics;
    - Computer Science
Complete 24 semester hours of coursework including:

- Foundations of Reading;
- Content-area reading;
- Assessment and Diagnosis of Reading Problems;
- Developmental and Remedial Reading Instruction and Support;
- Developmental and Remedial Materials and Resources;
- Literature Appropriate to Students in All Grade Levels; and
- Practicum in Reading
### Middle School Endorsement Areas with Additional or Specific Requirements

<table>
<thead>
<tr>
<th>Endorsement</th>
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</tr>
</thead>
<tbody>
<tr>
<td>• Speech/Theatre (SPTH)</td>
<td>• 18 semester hours of coursework in both Speech and Theatre</td>
</tr>
<tr>
<td>• Technology Specialist (TESP)</td>
<td>• 24 semester hours and the Technology Specialist test (178)</td>
</tr>
</tbody>
</table>
Adding Middle School Endorsements

- Endorsements may be added via the Entitlement Wizard if completed in conjunction with an approved program.
- Live Demonstration
  - https://secqa1.isbe.net/IWAS/asp/login.asp?js=true
- Or, may be added directly from the Educator’s “Credentials” Page.
- Live Demonstration
  - https://secqa1.isbe.net/IWAS/asp/login.asp?js=true
Adding an Endorsement from the Credentials Screen

[Image of a screenshot showing a section of a user interface for adding an endorsement to a professional license. The interface includes fields for Primary Information, Contact Information, Licenses, Illinois Approved Program / Endorsements For Selected License, and Approvals.]
K-12 Endorsements

K-12 ENDORSEMENTS ARE ISSUED FOR ONE SPECIFIC CONTENT AREA (FOR EXAMPLE, VISUAL ARTS, MUSIC, AND PE), ALTHOUGH ADDITIONAL ENDORSEMENTS MAY BE ADDED.
(Special) K-12 Endorsements

- Valid for teaching in grades K-12.
- Completion of an approved K-12 program.
- The TAP must be passed prior to student teaching.
- The applicable content-area test is required prior to student teaching.
- The APT 188 is required for completion of the approved program unless the educator was issued a previous credential based on passing the APT 104 or 188. We will continue to honor the APT 104 (Assessment of Professional Teaching K-12) if the test is within the five year validity period.
- K-12 endorsements are issued for one specific content area (for example, Visual Arts, Music, and PE), although additional endorsements may be added.
Reading Specialist Endorsement Requirements

- Requirements for the Reading Specialist endorsement include:
  - Completion of an approved K-12 Reading Specialist program;
  - Master’s Degree;
  - 2 years of teaching experience on a valid Illinois certificate and in an Illinois school (per 25.100 g-2); and
  - Passed all applicable tests including the Reading Specialist test (176).
    - The TAP and the APT will also need to be passed if the tests were not passed in order to obtain the underlying license.
Institutions must enter the notification in ELIS for the K-12 endorsement.
The applicant must apply using ELIS once a notification has been entered.
Passed the Reading Specialist test (176) and the TAP and APT 188 if not passed previously.
- The APT must cover the grade range of the endorsement (K-12).
  - Such an individual will need to take the APT 188 (Pre K- Grade 12) unless he/she previously passed the APT 104.
  - As long as the first APT was passed as a condition of licensure, the 5 year validity period does not apply.
Endorsements may be added to the Special K-12 license at the following levels:

- Primary K-4

- Middle Grades 5-8 *(Must have the 6 semester hours of middle school coursework in addition to the content requirements).*

- Senior High 9-12

*Example: An individual holds a PEL endorsed in K-12 Art and wishes to add a subsequent endorsement in math. He/she would need to take the 6 semester hours of middle school coursework in order to receive a middle school endorsement in mathematics. The only exception to the middle school coursework rule is when one adds a subsequent LBS I endorsement to their license based on taking coursework in the four areas and passing the required tests.
Teacher Leader Endorsements

APPROVED TEACHER LEADER PROGRAMS WILL LEAD TO A PRE K-GRADE 12 TEACHER LEADER ENDORSEMENT ON A PROFESSIONAL EDUCATOR LICENSE.
Only institutions of higher education and not-for-profit entities that have been recognized under Subpart C of 25.32 to conduct educator preparation programs may apply to the ISBE for approval to offer a teacher leader endorsement program. Each program shall address at least the coursework listed in Section 21 B-25 (2)(E) of the School Code and this subsection (d).

Teacher leader programs must be approved by the State Educator Preparation and Licensure Board (SEPLB).

Approved teacher leader programs will lead to a Pre K-Grade 12 teacher leader endorsement on a professional educator license.
A teacher leader is defined as an individual with the capacity and skills to:

- Harness the collective knowledge of teachers to have a positive impact on teaching and learning and school and student success;
- Promote shared governance and leadership in schools by working effectively with the principal and other adults in the school, with a consistent focus on student learning and achievement;
- Model excellence in teaching with a strong foundation in improving the climate of the school, classroom, curriculum, instruction, assessment, and intervention;
- Provide guidance, coaching, mentoring, influence, direction and support to teachers to improve the effectiveness of teaching and learning; and
- Promote and influence change to improve school and student outcomes.
A teacher leader may serve in a variety of roles with the school district, including but not limited to:

- Curriculum specialist (i.e., identifying, designing, and implementing curriculum and school and district improvements);
- Coach (i.e., providing coaching to other teachers and staff on instructional practice and methods);
- Mentor teacher (i.e., providing mentoring to new teachers or others in need of assistance);
- Department chair or lead teacher;
- Content specialist (i.e., leading instructional programs in a specific content area);
- Teacher leaders responsible for supervising others, provided that a supervisory endorsement is not required pursuant to 23 IL Admin. Code 1.705 (Requirements for Supervisory and Administrative Staff) for the position to which the teacher leader is assigned;
- Program leaders (i.e., relative to the climate of the school and classroom, curriculum, instruction, or assessment);
- May evaluate if the educator successfully completed and passed the State teacher evaluator training; and
- Other areas of responsibility as identified by school districts.
In order to receive a teacher leader endorsement, a candidate holding a professional educator license shall:

- Have obtained a Master’s Degree or higher from a regionally accredited institution; and
- Have completed a program that meets the requirements set forth in 25.32; and
- **Have passed the Test of Academic Proficiency (TAP) if he/she had never passed an Illinois test of basic skills.**
Leadership, to address:
- Knowledge of leadership frameworks and models of shared governance;
- Understanding teacher evaluation models and training;
- Ability to hold self and others accountable for results; and
- Ability to lead teams in setting goals and achieving results.
Designing professional development to meet teaching and learning needs, to include:

- Understanding, applying, and evaluating the specific needs of new teachers for induction and mentoring;
- Ability to coach teachers and staff;
- Ability to understand, apply, and evaluate models of effective professional development; and
- Ability to observe instruction and provide coaching, mentoring or professional development feedback to teachers.
Building school culture that focuses on student learning to address:

- Understanding diverse learners (including students with Individualized Instruction Programs, English language learners, student who are underrepresented in the school population, and other at-risk students) and their families and communities;
- Ability to analyze and interpret data around school culture, working and learning conditions, and climate;
- Understanding the impact of instructional models and practices on improving learning, as well as the culture and climate of the school and classrooms; and
- Ability to understand and apply to the learning environment the Illinois Social and Emotional Learning Standards (23 IL Admin. Code 555. Appendix A)
Using assessment to improve student learning and foster student achievement.

Building collaboration with teachers and stakeholders.
A request for program approval shall be submitted to the State Superintendent for consideration in accordance to the requirements of Section 25.145.

To date, 16 institutions have been approved by the Illinois State Board of Education to offer the teacher leader endorsement.

Experience on a Teacher Leader endorsement will not count as administrative experience for an administrative endorsement (for example, Director of Special Education).
Thank you for reviewing this material.
We look forward to discussing this material with you on September 16\textsuperscript{th} at 1:30 PM.
Please forward any questions to Linda Jamali at ljamali@isbe.net.
Webinar 4 on Tuesday, September 23, 2014, will cover the following topics:
- \textit{Secondary PEL with Senior High School Endorsements};
- \textit{Special Education PEL};
- \textit{Special Education Endorsements, and Approvals}; and
- \textit{Gifted Education Teacher and Gifted Education Specialist}. 