



LICENSURE INFORMATION & PROCEDURES

Kane County Regional Office of Education

Thank you for your interest in educator licensure.

Please contact Mishelle O'Regan or Marisela Fonseca in the Licensure Department at 630-232-5955 to discuss any licensure questions/concerns that you may have.

Last updated on August 27, 2021



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General Licensure Information

Licensure Mission:

The Kane County Regional Office of Education in partnership with the Illinois State Board of Education supports educator licensure in compliance with the applicable laws as governed by the State of Illinois. Our purpose is to provide outstanding customer service to our constituents.

Confidentiality:

The Kane ROE values the rights of educators and will take all necessary measures to support the confidentiality of the educator clients and school district administration.

General Guidelines:

- ROE staff can only provide what is on the public screen when you see it on the ELIS login screen to others than the educator.
- Deficiency letter content can only be shared with the educator.
- Transcripts: Digital PDF copies are maintained for 1 year within the ROE Server.
- Paper copies of transcripts are shredded immediately after being scanned into ELIS.
- IEIN Number can be provided to a caller if they provide the date of birth and last four digits of their social security number
- Paper copies of materials maintained more than the current day will be secured in a locked drawer.

Licensure Services:

- Professional Educator Licenses, Substitute Teachers, Short Term Substitute Teachers
- Transitional Bilingual, Career & Technical, and Paraprofessionals Educator Licenses with Stipulations
- Endorsements and Approvals
- Priority Rush Submission and Management
- Transcript Uploading & Review
- License Renewals
- Lapsed License Management
- School District Communication
- Educator Misconduct
- Educator Audits
- Professional Development Review
- Explanation of Testing License Mandates
- Explanation of Fingerprinting/Background checks
- Retired Teachers

ROE Email:

- sub@kaneroe.org
- para@kaneroe.org
- transcripts@kaneroe.org
- licensure@kaneroe.org
- priorityrush@kaneroe.org - DISTRICT USE ONLY (KCHRC)

*Educators can also complete [the online help ticket form here.](#)

TCIS Response:

- Applications paper based
- Fees could be paid at the ROE
- Credentials issued by ISBE as certificates mailed to educator
- Separate certificates for many categories each required registration
- PD entered by educator and had to be approved by their ROE
- Sub Certificates issued by ROE and ISBE issued if foreign transcripts
- Para letters of approval issued by ROE at no cost
 - NCLB Letter--No Child Left Behind
 - TAS Letter--Teacher Aide State
 - TA Letter-- Teacher Aide

ELIS Response:

- Computer program for applications and fees
- Fees paid by credit card only with small processing charges
- Licenses issued in place of certificates
- Credentials printed by educator from their My Credentials screen
- There are only 3 types of licenses;
 - PEL (Professional Educator License)
 - ELS (Educator License with Stipulations)
 - SUB (Substitute Teaching License)

- Endorsements added to certification on July 1, 2004
- Jr High School Endorsements changed to Middle School July 1, 1997
- Middle School Endorsement required two additional courses as of July 1, 1997
 - 3 semester hours middle school philosophy, curriculum, instruction & methods
 - 3 semester hours of educational psychology of early adolescence
- Educators who met requirements for a content area prior to July 1, 2014 can still teach that content even if they do not have an endorsement. The district keeps details of the requirements they met for compliance purposes.
- ROEs can add to the Previous Qualification section of the educator's ELIS the records of the content area(s) of once qualified always qualified subjects so all school districts can view.
 - Original transcripts are needed for evaluation by the ROE using the document listing the qualifications for teachers under pre-7-1-2004 rules.
- On December 5, 2019 all endorsements; aside those with specific distributions, were changed to reflect 18 semester hours of coursework needed with courses found under the [Acceptable Areas of Coursework for Endorsements handout found here](#) with the Part-25 Rule Change.
 - Courses must be 100-level or higher to be used toward an endorsement
 - Courses must be passed with a grade of a "C-" or higher
 - Courses must be submitted on an official transcript from a regionally accredited college or institution
- With the Part-25 Rule Change; Middle Grades endorsements no longer require a specific Middle Grades program;
 - However, ALL Middle Grades 5-8 endorsements must include content specific coursework within the 18 semester hours of content coursework requirement.

**Once
Qualified,
ALWAYS
Qualified.**

For previous qualifications regarding licensure, [please visit here](#).

Typical Kane County ROE Licensure Monthly Routines:

July (ROE on Summer Hours 8-2pm)

- College Graduates
- New Hires
- Priority Rush Requests
- Regional License Renewal Report sent out to HR Directors
- This is the final copy the district will receive before renewable licenses will lapse out

August

- New Hires
- Priority Rush Requests

September

- New Hires
- Substitute License Applications

October

- General Licensure Questions

November

- General Licensure Questions
- Compliance - Run Reports (ELIS)
- Regional License Renewal Report
- This is the first notification of the current fiscal year's renewals beginning on July 1st of the current fiscal year
- Regional Employment Report for current fiscal year
- All licensed district employees
- PEL holders
- ELS-PARA holders
- SUB license holders

December

- College Graduates
- Priority Rush Requests for 2nd Semester

January

- Priority Rush Requests
- ISBE Educator Audits
- ISBE Educator Audits are now handled directly between ISBE and the educator

February

- Professional Development

March

- ISBE Provider Audits
- ISBE Provider Audits are now handled directly between ISBE and the provider

April

- Educator Licensure Renewals (opens on April 1st)
- PEL, ELS-CTE & ELS-CSBO

May

- Educator Licensure Renewals
- Regional License Renewal Report (2nd copy to directors)

June

- Educator Licensure Renewals
- Administrator Academy Deadline (June 30th)
- Teacher/Principal Evaluator Recertification Deadlines (June 30th)
- College Graduates
- Regional License Renewal Report (3rd copy to directors)

Helpful Terminology for Educator Licensure:

CTE - Career & Technical Educator

ELIS - Educator Licensure Information System

ELS - Educator License with Stipulations

Endorsement - A credential in a specified subject/field

IEIN - Illinois Educator Identification Number

ISBE - Illinois State Board of Education

PEL - Professional Educator License

Reciprocity - Even exchange from one state to another

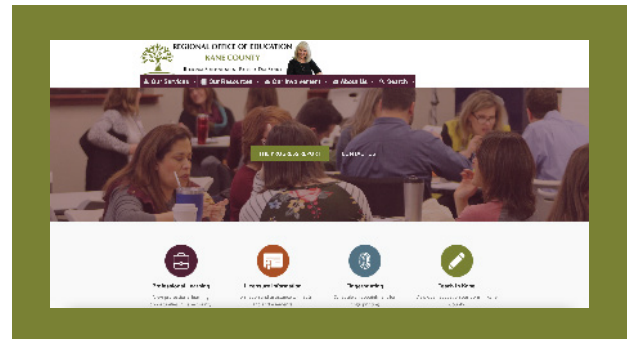
TBE - Transitional Bilingual Educator

Kane County Human Resources Consortium (KCHRC)

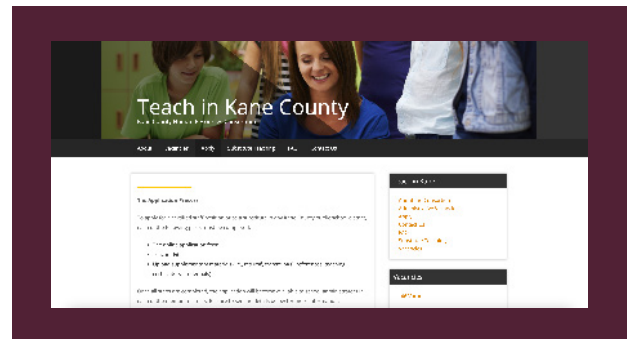
Organization of HR directors within the county from the public school districts and Mooseheart. Monthly meetings are typically held on the 3rd Friday of the month at 8:30 a.m.

Educator Licensure Websites:

Teach in Kane Website:
<https://teachinkane.org/>



Kane County ROE Website:
<https://kaneroe.org/>



ISBE Licensure:
<https://www.isbe.net/Pages/Educator-Licensure.aspx>



Feedback Expectation of the Kane County ROE

Email Responses Guidelines:

- Our Licensure Specialists will review emails within 12 business hours of receipt.

Licensure Helpdesk:

- Helpdesk tickets will be assigned to a specific Licensure Specialist who will identify the response and resolve the ticket within 12 business hours.

Telephone Procedures:

- Our Licensure Specialists will answer the phone and check voicemails within a timely manner.
- All voicemails will be answered or forwarded to the appropriate department within 24 business hours of receipt.

Transcript Process:

- Educators should be encouraged to use the transcripts@kaneroe.org email to submit transcripts electronically.
- Transcripts submitted electronically from the school will be printed to a PDF and uploaded into the educator's ELIS account within 48 business hours.
- Official transcripts mailed to the office will be opened and uploaded within 48 business hours of receipt.
 - Transcripts will be labeled in upper righthand corner: SE(Sealed Envelope, indicating official), Licensure Specialist's initials, date received, and the educator's IEIN.
 - Physical copies of transcripts will be shredded once they are uploaded.



licensure@kaneroe.org



630.232.5955



transcripts@kaneroe.org

Qualifications Tool

The Illinois State Board of Education has created the Teacher Assignability Tool - an interactive tool that can be used by district and school administrators, regional offices of education/intermediate service centers, and educators to determine what credentials an individual must hold for a particular assignment. Users will start by indicating if the assignment in question is for a teacher or a substitute teacher. Users will then be led through a wizard of questions before arriving at a final screen listing the qualification the educator must meet to teach the position in question. After viewing the required qualifications, users can click on each credential to see requirements that must be met to earn it, and click "View Teacher Credentials in ELIS" to see where these credentials will be listed in a teacher's ELIS account.

[The tool can be found here.](#)



Updates to ELIS Accounts

Educator Misconduct:

- Upon learning of a significant concern with any person with an educator license, an administrator or licensure staff person should complete the educator misconduct form. Typical reasons for filing this type of form would be for felony charges against children. A complaint about an educator's misconduct may be filed by submitting a completed Educator Misconduct Complaint Form to reportmisconduct@isbe.net.
- The reporter should include as much detail as possible and attach supporting documentation, if applicable. ISBE will send an email that they received the form.
- [Educator Misconduct Complaint Form \(20-01\)](#)

Retirees:

- Retirees must go into the ELIS to change their professional development status from Active to IL State Teacher or Govt System Retiree for the appropriate semester(s)
- No renewal fees but they must go through the renewal process to maintain an active license
- Retirees should not allow their licenses to lapse
- No professional development is required during retired years but must complete professional development for all years until retirement
- Educator Name/Contact Info Change:
- Educator must fill out the [ISBE 73-71 Form](#)
- Email form back with supporting documents
 - (i.e. marriage license, divorce decree, name change court document)
- Form is uploaded and Educator information is edited

Deceased Educators:

- School District HR will contact the Kane ROE with the following;
- Name
- IEIN
- Date of death
- Link to Educator's Obituary
- Kane ROE will notify ISBE to update the Educator's account

Name/Address Changes

- Should an educator need to update their name due to marriage/divorce or need to update their contact information, the educator should complete the [Licensure Update Request Form \(73-71\)](#). Educators should also submit supporting documentation;
- Copy of valid photo I.D. or
- Copy of marriage certificate and
- Copy of SSN card
- Forms should be submitted to; licensure@kaneroe.org

ELIS Tips:

Best to use Firefox as web browser

All ELIS Technical errors should be directed to the ELIS Tech Department at; 217-557-6763

Licensure Information & Requirements

SUBSTITUTE TEACHER LICENSES:

Substitute and Short Term Substitute Information is found [here on the ISBE website](#).

SUBSTITUTE LICENSE

Requirements

1. Must hold a bachelor's degree or higher from a regionally accredited institution of higher education.
2. Valid for substitute teaching in all grades of the public schools, prekindergarten through grade 12

*Note: Substitute licenses are valid for 5 years, and may be renewed with the payment of registration fees.

FAQ 1: If the educator holds a valid Professional Educator License, Educator License with Stipulations or Paraprofessional License, are they qualified to be a substitute teacher?

Answer: If an educator holds a valid professional educator license, educator license with stipulations or paraprofessional license and holds a bachelor's degree, they are qualified to be a substitute teacher. The educator does not need to hold a substitute teaching license.

FAQ 2: Can an educator obtain a Substitute license if their PEL is lapsed?

Answer: Yes

Renewal :

To renew a substitute teacher license, [please follow the steps at this link](#).

SHORT TERM SUBSTITUTE

(only valid through June 2023)

Requirements:

1. The educator must hold an Associate's degree or higher from a regionally accredited institution of higher education or show

completion of 60 semester hours of coursework.

***Notes:**

- Valid for substitute teaching in all grades of the public schools, prekindergarten through grade 12.
- Short-Term Substitute licenses are valid until June 30, 2023, and may not be renewed.
- Cannot teach more than 5 consecutive days per licensed teacher.
- Must complete a training program provided by the school board.
- Can serve as a Paraprofessional.

EDUCATOR LICENSE WITH STIPULATIONS (ELS)

PARAPROFSSIONAL EDUCATOR LICENSE (PARA)

[Information is here on the ISBE website](#).

Requirements:

- At least 19 years of age
- ONE of the Following:
 - Associate's degree or higher
 - 60 semester hours of coursework
 - High School Diploma or GED and a score of 460 or higher on the ETS Parapro
 - High School Diploma or GED and the following scores on the ACT Workkeys:
 - Applied Mathematics/Applied Math (with a score of 4)
 - Reading for information Workplace Documents (with a score of 4)

***Notes:**

- Paraprofessional licenses are valid for 5 years, and may be renewed with the payment of registration fees.
- If the educator holds a Paraprofessional License and has a Bachelor's Degree on file, they are qualified to be a substitute teacher.

Licensure Information & Requirements (Continued)

CAREER & TECHNICAL EDUCATOR LICENSE (CTE)

Minimum of 60 semester hours*

[Information is here on the ISBE website.](#)

Requirements:

- Documented a minimum of 2,000 hours of experience outside of education in the area to be taught
 - If Educator does not hold a Bachelor's Degree or higher, then they are required to provide 8,000 hours of experience outside of education in the area to be taught
- Must apply online and submit paper application; ISBE form 73-23
- Must submit work experience
 - [73-23A \(Employment information to be completed only by the employer\)](#) and/or;
 - [73-23B \(Employment Information completed by the applicant in the event that the Employer/Supervisor is no longer available\)](#)

Years Valid: 5

Limitations:

- Can only teach in the specified area of endorsement
 - Educator can only be endorsed within 3 areas (CIP Codes)
- Valid for grades 5-12

Renewable? Please review the CTE Renewal Requirements document for the latest information regarding the renewal of the Educator License with Stipulations endorsed in Career and Technical Education.

*The Educator will notice on the required forms that they are asked to list the CIP code(s) for which they are applying. [CTE Information can be found here.](#)

PROFESSIONAL EDUCATOR LICENSE (PEL):

If the educator holds a valid, comparable out of state license they will need to submit:

- A copy of valid, comparable out of state license
- Transcripts verifying a bachelor's degree or higher from a regionally accredited institution of higher education

If the educator does not have a valid, comparable out of state license, they will then need to submit:

- Transcripts verifying a bachelor's degree or higher from a regionally accredited institution of higher education (Pre-Approved Coursework for the Illinois Professional Educator License can be found on the [ISBE website here.](#)
- Proof of completion of a State Approved Program (Use form 80-02: State Approved Program and Completion of Standards Verification)
- Student teaching or equivalent experience (must be listed on educator's transcripts)
- Completion of coursework* addressing methods of teaching exceptional children, reading methods, content area reading, and methods of teaching English learners (Use form 80-02: State Approved Program and Completion of Standards Verification)
- Licensure Tests: All test scores are valid indefinitely. View the options below to see the required tests for each area. [Click here to register for the tests.](#)

**If completing a program at an Illinois institution, please have the educator work closely with the institution to ensure their specific requirements/ timeframes are met.*

Renewal and Professional Development for Educators

Beginning with the 2015-2020 renewal cycle, and every cycle thereafter, teachers and school support services personnel must complete 120 hours of professional development to renew regardless of the number or types of degrees held. Acceptable Professional Development: Coursework from a regionally accredited Illinois College or University, National Board Certification, National Licenses (For School Support Personnel) and activities provided by [an Approved Illinois Professional Development Provider](#). Coursework taken from a regionally accredited college/university may be used to meet PD hour requirements. *Please Note: Transcripts MUST be uploaded to ELIS! **3 Semester Hours are equal to 15 PD hours and each course should be entered individually.

<ul style="list-style-type: none"> Professional Educator License (PEL) endorsed in teaching or school support personnel 	120 hours If NBCPTC is held, only 60 PD hours are required.
<ul style="list-style-type: none"> Professional Educator License (PEL) endorsed in administration Educator License w/ Stipulations/Chief School Business Official 	100 hours AND 1 Administrator Academy (AA) per fiscal year that you are employed in a position that requires an administrative endorsement for 50% or more FTE. If NBCPTC is held, only 60 hours are required.
<ul style="list-style-type: none"> Substitute License Paraprofessional License 	No required professional development
<ul style="list-style-type: none"> Educator License w/ Stipulations/ Career and Tech Ed (ELS-CTE) 	120 hours
<ul style="list-style-type: none"> Educator License w/ Stipulations/Provisional CTE (ELS-CTEP) 	No required professional development
<ul style="list-style-type: none"> Educator License w/ Stipulations/ Part-time CTE (ELS-PCTE) 	No required professional development

- Uniquely qualifying item-Credit for coursework-Now called IDFPR License --such as Speech Language Pathologist (nonteaching)
- Any licensee who holds a PEL endorsed in school support personnel and is employed in an Illinois public, charter or state operated school for 50% or more FTE can meet Professional Development (PD) requirements by either:
 - Holding an active and current professional license issued by the Illinois Department of Financial and Professional Regulation (IDFPR) OR
 - Holding national board certification:
 - School Counselor: a license issued under the Professional Counselor and Clinical Professional Counselor Licensing and Practice Act
 - School Psychologist: a license issued under the Clinical Psychologist Licensing Act
 - Speech Language Pathologist (non-teaching): license issued under the Illinois Speech Language Pathology and Audiology Practice Act
 - School Nurse: license issued under the Nurse Practice Act
 - School Social Worker: a license issued under the Clinical Social Work and Social Work Practice Act

**If the above requirements have been met, the licensee will need to enter the license or national board information into ELIS in the amount of 120 PD hours.*

Teacher/Principal Evaluator Requirements & Recalibration

Use the information and timelines below to determine if an individual is qualified to conduct teacher and/or principal performance evaluations. Educators are strongly encouraged to contact the Regional Office of Education licensure staff if they have any questions regarding their evaluation qualifications.

Initial Evaluator Training:

Course #/Title	Course Content	Intended Audience	Requirements Met
AA2001 Illinois Performance Evaluation – Initial Teacher Evaluation Training	This 2-day course will cover all aspects of evaluation, including teacher professional practice and student growth data.	Educators who have never been trained to evaluate licensed staff.	Upon successful completion, the educator will be certified to evaluate licensed staff.
AA2000 Illinois Performance Evaluation - Initial Principal Evaluation Training	This 2-day course will cover all aspects of evaluation, including principal professional practice and student growth data.	Administrators who have never been trained to evaluate principals, assistant principals, deans, or other roles requiring administrative credentials.	Upon successful completion, the educator will be certified to evaluate administrative staff.

Retraining:

An individual is qualified to conduct performance evaluations through the end of their current 5-year fiscal cycle, after the initial training. Due to the complexity of renewals, educators should contact their ROE to ensure they understand the expectations.

Retraining for evaluators is due by June 30 of the last year of the renewal cycle.

**If renewing prior to 2023, Teacher Evaluators will have completed all 5 Growth Through Learning (GTL) modules in the designation section of ELIS (Requirement for certification if certified prior to Jan. 1, 2019) as part of their Initial Training.*

**If renewing prior to 2023, Principal Evaluators may have completed all 5 Growth Through Learning (GTL) modules in the designation section of ELIS (Requirement for certification if certified prior to Jan. 1, 2019) or, if prior to 2025, completed AA1865 and AA3001/2 (Requirement for certification if certified prior to Jan. 1, 2021) as part of their Initial Training.*

Visit www.isbe.net/Documents/Teacher_Evaluator_Renewal_Information.pdf for additional specific information. Specific courses that satisfy the retrainsings are below.

[Course descriptions.](#)

Teacher/Principal Evaluator Requirements & Recalibration *(Continued)*

Teacher Evaluator	
Professional Practice	Student Growth
<i>Choose one:</i> #1448 #1451 #1452 #1801	<i>Required:</i> #3000

Principal Evaluator	
Professional Practice	Student Growth
<i>Required:</i> #1865	<i>Required:</i> #3000

Teacher/Principal Evaluator <i>(both approvals)</i>	
Professional Practice	Student Growth
<i>Choose one:</i> #1448 #1451 #1452 #1801 -AND- <i>Required:</i> #1865	<i>Required:</i> #3000

Subsequent Teaching Endorsements

Once the educator holds a Professional Educator License (PEL) or Educator License with Stipulations endorsed in a teaching field, they can then add additional content area endorsements.

These endorsements can be added at any grade level even if the underlying teaching endorsement on the PEL is a different grade range. The PEL serves as a foundation to which any teaching endorsement can be added after applicable coursework and testing are completed.

Illinois offers full reciprocity for all endorsements listed on a valid, comparable out-of-state license. To add subsequent endorsements to your Professional Educator License (PEL) via reciprocity, please apply for the endorsement in your ELIS account and provide a copy of your valid, comparable out-of-state license.

- All grades for the endorsement coursework must be "C-" or higher, and coursework must be at the 100-level or higher from a regionally accredited college or university.
- All test scores are valid indefinitely.

Early Childhood Education (Birth - Grade 2)

Endorsement Type	Requirements
Early Childhood	<ul style="list-style-type: none"> • 18 semester hours of coursework specific to or inclusive of Early Childhood Education with coursework in each of the following areas: <ul style="list-style-type: none"> ◦ Child Growth and Development ◦ Planning and Assessment ◦ Methods and Content Pedagogy ◦ Literacy Methods ◦ Collaborative Relationships with Family or Communities • Pass the Early Childhood Education content test (206)

Elementary Education (Grades 1-6)

Endorsement Type	Requirements
Elementary Education	<ul style="list-style-type: none"> • 18 semester hours of coursework specific to or inclusive of Elementary Education with coursework in each of the following areas: <ul style="list-style-type: none"> ◦ Growth and Development ◦ Planning and Assessment ◦ Methods and Content Pedagogy ◦ Literacy Methods • Pass the Elementary Education content test (197-200/305)

Subsequent Teaching Endorsements *(Continued)*

Middle Grades (5-8)

The Middle Grades 5-8 endorsement may be added by passing the content exam and completing 18 semester hours of coursework in the content area.

*All Middle Grades 5-8 endorsements must include a content specific methods coursework within the 18 semester hour content coursework requirement.

- All grades for the endorsement coursework must be "C-" or higher, and coursework must be at the 100-level or higher from a regionally accredited college or university.
- All test scores are valid indefinitely.

Endorsement Type	Requirements
General Science	<ul style="list-style-type: none"> • 18 semester hours including a methods* • Middle Grade Science (203) test
Language Arts	<ul style="list-style-type: none"> • 18 semester hours including a methods* • Middle grade Language Arts (201) test
Mathematics	<ul style="list-style-type: none"> • 18 semester hours including a methods* • Middle Grade Math (202) test
Social Sciences	<ul style="list-style-type: none"> • 18 semester hours including a methods* • Middle Grade Social Science (204) test

Subsequent Teaching Endorsements *(Continued)*

Senior High (Grades 9-12)

The Senior High 9-12 endorsement may be added by passing the content exam and completing 18 semester hours of coursework in the content area. All grades for the endorsement coursework must be "C-" or higher, and coursework must be at the 100-level or higher from a regionally accredited college or university. All test scores are valid indefinitely. *Subsequent senior high science or social science endorsements may be added in the same subject (i.e., science or social science) by passing the applicable content test or completing 12 semester hours of coursework in the content area if you already hold one of the science or social science endorsements listed below.

Endorsement Type	Requirements
English Language Arts	18 semester hours English Language Arts (111/207) test
Mathematics	18 semester hours Mathematics (208) test
Safety and Driver's Education	<ul style="list-style-type: none"> • 18 semester hours with the following distribution: <ul style="list-style-type: none"> ◦ 3 semester hours in injury prevention or safety ◦ 9 semester hours in driver education that include: <ul style="list-style-type: none"> – Driving task analysis (introduction to driver education) – Teaching driver education in the classroom – Teaching the laboratory portion of the driver education course, including on-street teaching under the supervision of a qualified driver education teacher, advanced driver education, and emergency evasive driving maneuvers ◦ 6 semester hours from two of the following areas: <ul style="list-style-type: none"> – First aid – Adolescent/young adult psychology – Any safety-related issue relevant to driver education – Advanced driver education in use of simulation multiple care programs – Health/wellness – Care & prevention of injuries – Alcohol/drug abuse issues – Drivers Education for students with disabilities
Science – Biology	18 semester hours in Biology Science – Biology (105/239) test

Subsequent Teaching Endorsements *(Continued)*

Science – Chemistry	<ul style="list-style-type: none"> • 18 semester hours in Chemistry • Science – Chemistry (106/240) test
Science – Earth & Space	<ul style="list-style-type: none"> • 18 semester hours in Earth & Space • Science – Earth & Space (108/241) test
Science – Environmental	<ul style="list-style-type: none"> • 18 semester hours in Environmental • Science – Environmental (112/242) test
Science – Physics	<ul style="list-style-type: none"> • 18 semester hours in Physics • Science – Physics (116/243) test
Social Science – Economics	<ul style="list-style-type: none"> • 18 semester hours in Economics • Social Science – Economics (109/244) test
Social Science – Geography	<ul style="list-style-type: none"> • 18 semester hours in Geography • Social Science – Geography (113/245) test
Social Science – History	<ul style="list-style-type: none"> • 18 semester hours in History • Social Science – History (114/246) test
Social Science – Political Science	<ul style="list-style-type: none"> • 18 semester hours in Political Science • Social Science – Political Science (117/247) test
Social Science – Psychology	<ul style="list-style-type: none"> • 18 semester hours in Psychology • Social Science – Psychology (118/248) test
Social Science – Sociology & Anthropology	<ul style="list-style-type: none"> • 18 semester hours in Social & Anthropology • Social Science – Social & Anthropology (121/249) test

Subsequent Teaching Endorsements *(Continued)*

PEL-CTE (Grades 5-12)

The PEL CTE 5-12 endorsement may be added by passing the content exam and completing 18 semester hours of coursework in the content area.

All grades for the endorsement coursework must be "C-" or higher, and coursework must be at the 100-level or higher from a regionally accredited college or university.

All test scores are valid indefinitely.

Endorsement Type	Requirements
Agricultural Education (5-12)	<ul style="list-style-type: none"> • 18 semester hours • Agricultural Education (170/215) test
Business, Marketing, and Computer Education (5-12)	<ul style="list-style-type: none"> • 18 semester hours • Business, Marketing, & Computer Education (171/216 test)
Business, Marketing, and Computer Education – Business Computer Programming (5-12)	<ul style="list-style-type: none"> • 18 semester hours • 9 of the 18 semester hours in Computer Programming • Business, Marketing, & Computer Education (171/216 test)
Computer Applications (5-12)	<ul style="list-style-type: none"> • 18 semester hours
Computer Science (5-12)	<ul style="list-style-type: none"> • 18 semester hours • Computer Science (038/205) test
Family and Consumer Science	<ul style="list-style-type: none"> • 18 semester hours • Family and Consumer Science (172/217) test
Technology Education (Industrial Arts) (5-12)	<ul style="list-style-type: none"> • 18 semester hours • Technology Education (174/219) test

Subsequent Teaching Endorsements *(Continued)*

Special Endorsements

- All grades for the endorsement coursework must be "C-" or higher, and coursework must be at the 100-level or higher from a regionally accredited college or university.
- All test scores are valid indefinitely.

Endorsement Type	Requirements
Bilingual Education	<ul style="list-style-type: none"> • 18 semester hours of credit with coursework in each of the following areas: <ul style="list-style-type: none"> ◦ Foundations of bilingual education ◦ Assessment of bilingual students ◦ Methods and materials for teaching limited-English-proficient students in bilingual programs (this is a bilingual methods course) ◦ Cross-cultural studies for teaching limited-English-proficient students ◦ Methods and materials for teaching English as a Second Language (ESL) ◦ Elective (an additional bilingual or ESL course) • 100 clock hours (or 3 months teaching experience) in a bilingual setting • Appropriate Target Language Proficiency or English Language Proficiency test (if applicable)
English as a Second Language (ESL)	<ul style="list-style-type: none"> • 18 semester hours of credit with coursework in each of the following areas: <ul style="list-style-type: none"> ◦ Linguistics ◦ Theoretical foundations of teaching ESL ◦ Assessment of the bilingual student ◦ Methods and materials for teaching ESL ◦ Cross-cultural studies for teaching limited-English proficient students ◦ Elective (an additional ESL or bilingual course) • 100 clock hours (or 3 months teaching experience) in an ESL setting
Dance	<ul style="list-style-type: none"> • 18 semester hours • Dance (140/209) test
Drama/Theatre Arts	<ul style="list-style-type: none"> • 18 semester hours • Drama/Theatre Arts (141/210) test
English as a New Language	<ul style="list-style-type: none"> • 18 semester hours • English as a New Language (125/250) test
Foreign Language	<ul style="list-style-type: none"> • 18 semester hours • Applicable foreign language test

Subsequent Teaching Endorsements *(Continued)*

Gifted Education Specialist	<ul style="list-style-type: none"> • Hold an Illinois professional educator license endorsed in a teaching field • Present evidence of two years of teaching experience on the Illinois professional educator license or a comparable out-of-state license involving the education of gifted students • Hold a master's degree or higher awarded by a regionally accredited institution of higher education • Complete a state-approved K-12 gifted education specialist program at a regionally-accredited institution of higher education (use form 73-05G to verify program completion) • Includes clinical experiences with five or more students in both PK- grade 8 AND grades 9-12, and work with at least one student enrolled in PK-grade 8 and one student enrolled in grades 9-12. • Pass the Gifted Specialist content test (312)
Gifted Education Teacher	<ul style="list-style-type: none"> • 18 semester hours of credit with coursework in each of the following areas: <ul style="list-style-type: none"> ◦ Characteristics of the field of gifted education as it pertains to gifted children, including their cognitive, creative and affective development ◦ The wide range of ways in which a child is gifted; issues and practices in identifying and serving gifted children; and the manner in which assessment data shape decisions about identification, learning progress and outcomes ◦ Theoretical and research-based data necessary for the development of programs, curriculum and instructional sequences for gifted children, especially those serving gifted students from diverse populations ◦ A Practicum • Gifted Education (NES) (312) test
Health Education	<ul style="list-style-type: none"> • 18 semester hours • Health Education (142/211) test
Library Information Specialist	<ul style="list-style-type: none"> • 18 semester hours • Library Information Specialist (175/220) test
Music	<ul style="list-style-type: none"> • 18 semester hours • Music (143/212) test
Physical Education	<ul style="list-style-type: none"> • 18 semester hours • Physical Education (144/213) test
Reading Teacher	<ul style="list-style-type: none"> • 18 semester hours of credit with coursework in each of the following areas: <ul style="list-style-type: none"> ◦ Foundations of reading ◦ Content area reading ◦ Assessment and diagnosis of reading problems ◦ Developmental and remedial reading instruction, support, materials and resources ◦ Literature appropriate to students across all grade ranges ◦ Reading practicum • Reading Teacher (177) or Reading Teacher (222) test

Subsequent Teaching Endorsements *(Continued)*

Reading Specialist	<ul style="list-style-type: none"> • Hold a Illinois professional educator license endorsed in a teacher field • Present evidence of two years of full-time teaching experience either on the Illinois professional educator license or on a comparable out-of-state license • Hold a master's degree or higher from a regionally-accredited institution of higher education • Complete a K-12 reading specialist preparation program from Illinois or out of state (use ISBE form 80-02 to verify program completion) • Pass the Reading Specialist (176/221) content test
Technology Specialist	<ul style="list-style-type: none"> • 18 semester hours and Technology Specialist Test (178/223)
Visual Arts	<ul style="list-style-type: none"> • 18 semester hours • Visual Arts (145/214) test

Supervisory Endorsements

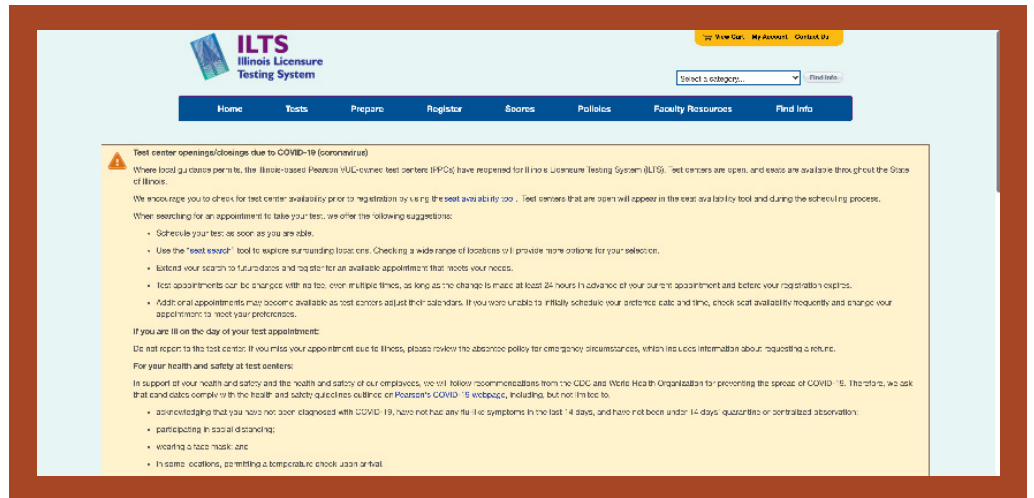
- All grades for the endorsement coursework must be "C-" or higher, and coursework must be at the 100-level or higher from a regionally accredited college or university.
- All test scores are valid indefinitely.

Endorsement Type	Requirements
Supervisory Endorsements	<ul style="list-style-type: none"> • Hold an Illinois license endorsement in one of the following: <ul style="list-style-type: none"> ◦ Learning Behavior Specialist I (LBSI PK-21 or K-21) ◦ Teacher of Students Who Are Blind or Visually Impaired (BPS PK-21 or K-21) ◦ Teacher of Students Who Are Deaf or Hard of Hearing (DHH PK-21 or K-21) ◦ Speech Language Pathologist (SLP PK-21 or K-21) ◦ Early Childhood Special Education (ECS3 B-3) ◦ School Support Personnel (School Social Worker, School Nurse, School Counselor, School Psychologist, Speech Language Pathologist Non-Teaching. • Complete a minimum of 8 semester hours of graduate professional education coursework in the following areas: <ul style="list-style-type: none"> ◦ Supervision of Personnel ◦ Administration and Organization of Schools

Endorsement Resources

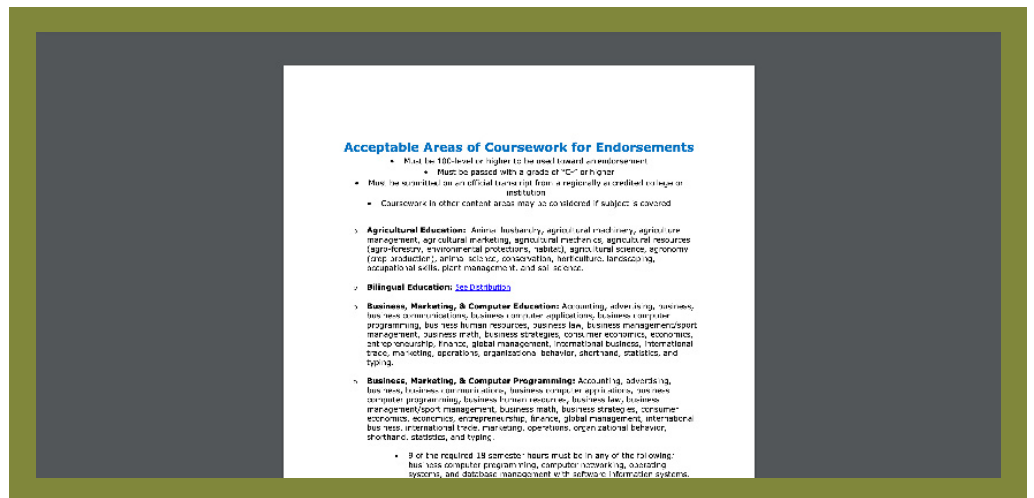
Registration for the content tests can be completed by visiting the ILTS at; Illinois Licensure Testing System (ILTS)

(Click on the image to go to the site.)



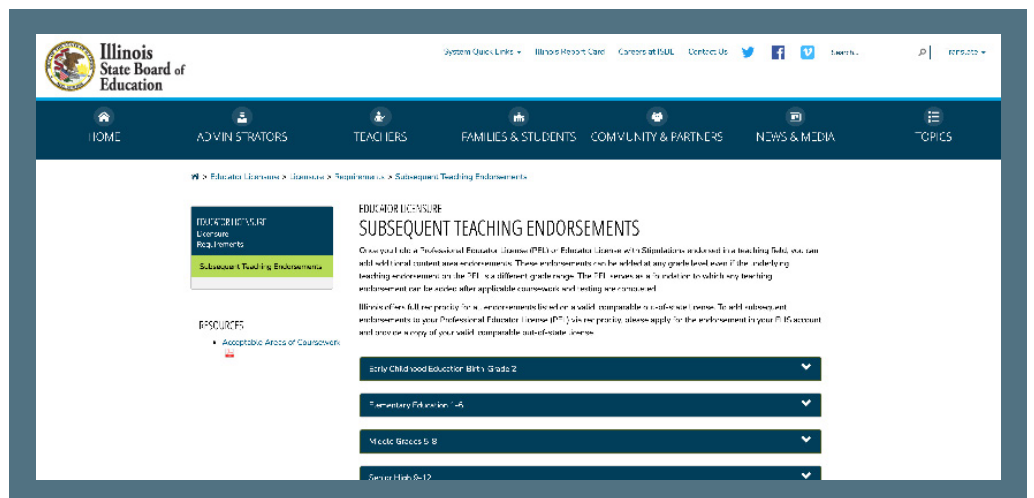
For specific endorsement coursework, please refer to; Acceptable Areas of Coursework for Endorsements

(Click on the image to go to the site.)



For more information on Subsequent Teaching Endorsements please visit the ISBE website under Educator Licensure

(Click on the image to go to the site.)



Special Education

LEARNING BEHAVIOR SPECIALIST I (LBSI)

The LBS I endorsement requires:

- A passing score on the LBS 1 (155) test
- Completion of coursework addressing each of the following areas:
 - Survey of the exceptional child
 - General characteristics of children with disabilities within the LBS 1 scope
 - General methods for teaching children with disabilities within the LBS 1 scope
 - Psychological assessment of children with disabilities within the LBS 1 scope

Some Illinois colleges/universities only require one course for each of the above areas; others require the completion of multiple courses for each area. Be sure to check with the institution where you plan to complete your coursework so you fully understand what courses are needed for the endorsement.

**As of January 7th, 2020, the K-21 grade range is now the only grade range available for LBS1. Any educator who already holds an issued LBS1 endorsement at a different grade range will need to submit a new application and fee for K-21 if they are interested in obtaining the full grade span. No new coursework will be required to issue the new grade range. If an educator has a deficient or pending LBS1 application on file, they can email licensure@isbe.net to request an update to the K-21 grade range.

This change was made based on feedback from educators, Superintendents and ROEs in an attempt to streamline the endorsement. Prior, the endorsement was available for the following grade levels:

- Grade K-Grade 3 (for educators who already held an early childhood self-contained general education endorsement)
- Grade K-9 (for educators who already held

- an elementary education endorsement)
- Grade 6-12 (for educators who already held a secondary education endorsement) and;
- Grade K-12 (for educators who already held a special teaching (K-12), special education (PK-21), or ELS-TBE endorsement)

This would result in the educator paying \$50 for each level, meaning to hold a K-21 they would end up paying \$150. The coursework AND the content test is the same; no matter the grade range. Now, instead of obtaining multiple endorsements, they receive one LBS1 K-21 endorsement that entitles them to teach all levels; regardless of what their PEL is endorsed in.

*For example; an educator holding endorsements in Early Childhood Education who wishes to teach Special Education at the high school level would be qualified to teach with the LBS1 K-21 endorsement.

LEARNING BEHAVIOR SPECIALIST II (PK-21/ APPROVED PROGRAM)

LBS II endorsements are optional, advanced credentials that are issued through entitlement by an Illinois higher education institution and are only available to educators who already hold the PreK-21 endorsements for Learning Behavior Specialist I, Teacher of Students who are Deaf or Hard of Hearing, Teacher of Students who are Blind or Visually Impaired, or Speech-Language Pathologist. To qualify for one of these additional endorsements, you must meet specific standards outlined in Illinois statute and work with an IL university offering the specific program.

The following LBS II endorsements are available:

- Curriculum Adaptation Specialist
- Multiple Disabilities Specialist
- Behavior Intervention Specialist

Special Education (Continued)

- Deaf-Blind Specialist
- Bilingual Special Education Specialist
- Technology Specialist
- Transition Specialist

Notice to Holders of Special Education Endorsements:

Holders of the LBS I credential may be assigned to serve students with the following disabilities: learning disabilities, social/emotional disorders, intellectual disabilities (EMH or TMH), physical handicaps, autism, or traumatic brain injury.

Holders of the LBS I/Limited credential may be assigned to teach only students for whom he or she holds a pre-existing credential (endorsement or approval), except that students with one additional disability may be taught at the same time. The limitations on the Standard LBS I/Limited credential remain in place for three years for persons who are teaching on that credential and then automatically expire. For individuals who are not teaching on their special education credentials, the limitations will automatically expire after seven years. The limitation on the Initial certificate will remain through the four year validity period. However, teachers may choose to remove the limitations earlier.

Removal of Limitations on LBS I/Limited

If you have received an LBS I/Limited certificate or approval, you may use the forms below to request ISBE to review your file for additional documents that may have been missed during the conversion or to review new information that you are provided to remove limitations. This request should be filed through your regional office of education. Teachers may remove the limitations on their LBS I/Limited endorsements before they automatically expire through any one of the following methods:

- Completing the training sequence developed by ISBE;
- Completing college coursework necessary to qualify for an endorsement or approval in one of the areas from the other side of the LBS I equation (covering the "missing" characteristics and methods);
- Passing the test of subject matter knowledge for one of the areas from the other side of the LBS I equation (relevant to a "missing" disability);
- Presenting qualifications for additional endorsements or approvals that satisfy the LBS I equation;
- Passing the LBS I examination available beginning January 1, 2003;
- Submitting verification of three years' full-time teaching experience in an area for which the teacher does not hold an endorsement or approval ([ISBE Form 73-83](#)); or
- Submitting verification of three years' full-time experience teaching students with autism or traumatic brain injury ([ISBE Form 73-83](#)).

Teachers who wish to remove the limitations before they expire must submit the required evidence of meeting the above qualifications along with [ISBE Form 73-85](#). ISBE forms are available online at the [Educator Licensure Homepage](#).

Administrative Endorsements

IN STATE

Universities will add the endorsement as an entitlement but the educator must go into their ELIS account and activate it by paying the license fee.

OUT OF STATE

If you hold a valid, comparable out of state license:

- A copy of your valid, comparable out of state license
- A master's degree or higher from a regionally accredited institution of higher education

If you do not have a valid, comparable out of state license:

- A master's degree or higher from a regionally accredited institution of higher education
- Completion of a preparation program in the field of specialization (e.g. superintendent) (Form 80-02: State-Approved Program and Completion of Standards Verification must be submitted to ISBE)
- Internship or equivalent experience
- Completion of coursework addressing methods of teaching exceptional children, reading methods, content area reading, and methods of teaching English language learners (Use form 80-02: State-Approved Program and Completion of Standards Verification)
- Licensure Tests: All test scores are valid indefinitely. View the options below to see the required tests for each area. [Click here to register for the tests.](#)

If completing a program at an Illinois institution, please work closely with the institution to ensure their specific requirements/timeframes are met.

CHIEF SCHOOL BUSINESS OFFICIAL

Tests
CSBO (185)

Requirements:

ONE of the following options:

- Option 1
 - Master's degree or higher
 - 2 years of school business management or 2 years of university experience
 - 24 semester hours of graduate coursework in a program approved for the preparation of school business officials Form 80-02:
- State-Approved Program and Completion of Standards Verification must be submitted to ISBE
- Option 2
 - Master's in Business Administration, Public Administration, Finance, or Accounting
 - 6 semester hours of CSBO Internship (*see specific requirements below)
- Option 3
 - Master's in Business Administration, Public Administration, Finance, or Accounting
 - Internship in School Business Management or have 2 years of experience as a school business administrator
 - Complete modules in reading methods, special education, and ESL (offered through Northern Illinois University)

*Specific Requirements:

Option Two's internship requirement must be completed in school business management from a regionally accredited institution of higher education that is conducted under the supervision of an individual who holds a current Illinois endorsement for CSBO or who serves as the school district's chief financial officer. (Section 25.345 (c))

Administrative Endorsements (Continued)

DIRECTOR OF SPECIAL EDUCATION PRE-K - GRADE 12

Tests

Director of Special Education (180)

Experience

2 years' full-time experience providing special education services as a:

- Special education teacher;
- Speech-language pathologist;
- School counselor;
- School nurse;
- School social worker; or
- School psychologist

Specific Requirements:

- Option 1:
 - Completion of an approved program for directors of special education that includes a minimum of one course in each of the following: special education law, special education finance, supervision of programs for children with disabilities, and cross-categorical special education methods.
- Option 2:
 - Hold a professional educator license endorsed in an administrative field and complete 30 semester hours of coursework in special education with at least one course in special education law, special education finance, supervision of programs for children with disabilities, and cross-categorical special education methods. The remainder of the 30 semester hours of coursework may be in any of the following areas: curricular adaptation and modifications and assistive technology, facilitation of least restrictive environment for all students, characteristics of students with disabilities, collaboration with parents and school personnel, transition services for students with disabilities, and educational and psychological diagnosis and remedial techniques. Additional requirements listed above are not required for Option 2

PRINCIPAL PRE K - GRADE 12

Tests

Principal as an Instructional Leader (195 & 196)

Experience

4 years of teaching or school support personnel experience

- Teaching/School Support Personnel experience under IL Department of Corrections can count toward experience needed for the principal endorsement.
- Experience can be verified by using [Form 80-08: Verification of Teaching Experience](#).

Specific Requirements:

Not Applicable

SUPERINTENDENT PRE-K - GRADE 12

Tests

Superintendent (187)

New Test - 225 (Available 1/22/18)

Experience

2 years of experience working full time as a principal, director of special education, or chief school business official, or other administrative position while holding a valid administrator license

TEACHER LEADER PRE-K - GRADE 12

View the Directory of Approved Programs to see approved teacher leader programs in Illinois.

- Approved Program / Entitlement Only

Approvals

Adaptive P.E. Approval

<p>Adaptive Physical Education Teacher</p>	<p>Requirements</p> <ul style="list-style-type: none"> • An Illinois license with a PE endorsement for any grade range • ISBE Form 73-42: Request for Approval of Other Special Education Personnel <ul style="list-style-type: none"> ◦ Officials from your school district must sign this form before it's submitted to ISBE. <p>Valid: for the life of the PEL Renewable: with the PEL</p>
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Coordinator Approvals

<p>Teacher Coordinator</p>	<p>Requirements</p> <ul style="list-style-type: none"> • Hold a license endorsed in PK-21 special education or LBSI grades 6-12 (secondary education LBSI) • Complete coursework addressing career and technical programming for students with disabilities • Complete ONE of the following: <ul style="list-style-type: none"> ◦ A course in guidance and counseling ◦ A course in career and technical education ◦ One year of cumulative work experience outside the field of education <p>Valid: for the life of the PEL Renewable: with the PEL</p>
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<p>Career and Technical Coordinator 226.800(c)</p>	<p>Requirements</p> <ul style="list-style-type: none"> • Have two years of teaching experience • Hold a license endorsed for LBSI PK-21 or secondary education • Have completed at least 16 semester hours of college coursework, which shall at least include each of the areas identified in subsections (A) through (D) and may include one or more of the areas identified in subsections (E) through (H) of this section: <ul style="list-style-type: none"> A. Survey of the exceptional child. B. Diagnosis of, and characteristics of the student with, all the disabilities encompassed by the Learning Behavior Specialist I (LBSI) credential C. Adaptations or modifications of the general curriculum to meet the needs of students with disabilities encompassed by the LBSI credential D. Career and technical programming for students with disabilities E. Methods appropriate for teaching children with all disabilities encompassed by the LBSI credential F. Guidance and counseling G. Educational and psychological diagnosis H. Career and technical education <p>Valid: for the life of the PEL Renewable: with the PEL</p>
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Approvals (Continued)

Early Childhood Special Education Approval

<p>Early Childhood Special Education 226.810(f)</p>	<p>Requirements</p> <ul style="list-style-type: none"> • Hold an Illinois Professional Educator License (PEL) endorsed in teaching. • Complete coursework in the following four areas: <ul style="list-style-type: none"> ◦ Early childhood special education assessment ◦ Methods of instruction in early childhood special education ◦ Development of language in the young child ◦ Child, family, and community relationships <p>Valid: for the life of the PEL Renewable: with the PEL</p>
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ESL Special Education Approvals

<p>English as a Second Language Special Education</p>	<p>Requirements</p> <p>To qualify for this approval, you must meet the requirements in ONE of the following three options:</p> <ul style="list-style-type: none"> • Option 1: <ul style="list-style-type: none"> ◦ Hold a PEL with and LBSI endorsement or LBSI Approval with no end date, or ECT Approval ◦ Complete a theoretical foundations of bilingual/ESL education course ◦ Complete an ESL methods course ◦ Complete a bilingual assessment course • Option 2: <ul style="list-style-type: none"> ◦ Hold a PEL in teaching and the ESL Endorsement ◦ Complete a course addressing characteristics of exceptional children ◦ Complete a course addressing cross-categorical special education methods ◦ Complete a course addressing psychological diagnosis for exceptional students • Option 3: <ul style="list-style-type: none"> ◦ Hold a PEL endorsed in school support personnel ◦ Complete a bilingual assessment course <p>Valid: for the life of the PEL Renewable: with the PEL</p>
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Approvals (Continued)

<p>Bilingual Special Education 226.900(f)</p>	<p>Requirements To qualify for this approval, you must meet all of the requirements in ONE of the following four options:</p> <ul style="list-style-type: none">• Option 1:<ul style="list-style-type: none">o Hold a PEL with and LBSI endorsement or LBSI Approval with no end date, or ECT Approvalo Complete the target language proficiency assessment in the target language or a degree in the target languageo Complete a theoretical foundations of bilingual/ESL education courseo Complete a bilingual methods courseo Complete an assessment of the bilingual student course• Option 2:<ul style="list-style-type: none">o Hold a PEL with the Bilingual Education endorsemento Complete a course addressing characteristics of exceptional childreno Complete a course addressing cross-categorical special education methodso Complete a course addressing psychological diagnosis for exceptional students• Option 3:<ul style="list-style-type: none">o Hold a valid Educator License with Stipulations for Transitional Bilingual Educator (ELS-TBE) with the Bilingual Education endorsement and have two years of successful teaching experienceo Complete a course addressing characteristics of exceptional childreno Complete a course addressing cross-categorical special education methodso Complete a survey of exceptional children courseo Complete theoretical foundations of bilingual/ESL education courseo Complete an assessment of the bilingual student course• Option 4:<ul style="list-style-type: none">o Hold a PEL in a school support personnel areao Complete the target language proficiency assessment in the target language or a degree in the target languageo Complete an assessment of the bilingual student course <p>Valid: for the life of the PEL Renewable: with the PEL</p>
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Approvals (Continued)

Interpreter Approvals

<p>Cued Speech Interpreter (Oral Transliteration) 25.550</p>	<p>Requirements</p> <ul style="list-style-type: none"> • ONE of the following: <ul style="list-style-type: none"> ○ Have completed 60 semester hours of college credit or higher from one or more regionally accredited institutions of higher education ○ Hold an associate degree issued by a regionally accredited institution of higher education ○ Have achieved a passing score on the ParaPro test (offered by Educational Testing Service [ETS]) and hold a high school diploma or its equivalent ○ Have achieved a passing score on the written examination administered by the Registry of Interpreters for the Deaf (RID) and hold a high school diploma or its equivalent <p>Years Valid: 5 Renewable: If PD Requirements have been met (50 clock hours of PD 25.550(c))</p>
<p>Sign Language Interpreter 25.550</p>	<p>Requirements</p> <ul style="list-style-type: none"> • ONE of the following: <ul style="list-style-type: none"> ○ Have completed 60 semester hours of college credit from one or more regionally accredited institutions of higher education ○ Hold an associate degree issued by a regionally accredited institution of higher education ○ Have achieved a passing score on the ParaPro test (offered by Educational Testing Service [ETS]) and hold a high school diploma or its equivalent ○ Have achieved a passing score on the written examination administered by the Registry of Interpreters for the Deaf (RID) and hold a high school diploma or its equivalent • ONE of the following: <ul style="list-style-type: none"> ○ Attained a rating of Level 3.5 or above on the Educational Interpreter Performance Assessment (EIPA) ○ Maintained a valid certification from the RID ○ Maintained a valid Illinois Board for Evaluation of Interpreters (IL BEI) Basic Certification or higher issued by the Illinois Deaf and Hard of Hearing Commission <p>Years Valid: 5 Renewable: Yes, if professional development requirements are met (50 clock hours of PD 25.550(c) and renewed between April 1 and June 30 of renewal cycle).</p>

Approvals (Continued)

<p>Interim Sign Language Interpreter 25.550(a)(4)</p>	<p>Requirements ONE of the following:</p> <ul style="list-style-type: none"> o Complete 60 semester hours of college credit or higher from one or more regionally accredited institutions of higher education o Hold an associate degree issued by a regionally accredited institution of higher education o Achieve a passing score on the ParaPro test (offered by Educational Testing Service [ETS]) and hold a high school diploma or its equivalent o Achieve a passing score on the written examination administered by the Registry of Interpreters for the Deaf (RID) and hold a high school diploma or its equivalent <ul style="list-style-type: none"> • Attain a rating of level 3.0 on the Educational Interpreter Performance Assessment (EIPA) <p>Years Valid: 2 Fiscal Years (June 30 immediately following two years of it being issued) Limitations: Before this approval expires, you should fulfill the requirements needed for the full sign language interpreter approval. This approval is not available to individuals who held initial approval issued prior to June 30, 2013 Renewable: No</p>
<p>Interveners for Students who are Deaf-Blind Approval</p>	<p>Requirements</p> <ul style="list-style-type: none"> • ONE of the following: <ul style="list-style-type: none"> o Have completed 60 semester hours of college credit or higher from one or more regionally accredited institution(s) of higher education OR o Hold an associate degree issued by a regionally accredited institution of higher education OR o Hold a high school diploma and achieved a passing score on the ParaPro test (offered by educational Testing Services [ETS]) o Hold a high school diploma and achieved passing scores on the ACT Workkeys: <ul style="list-style-type: none"> o Applied Mathematics/Applied Math (with a score of 4) o Reading for information/Workplace Documents (with a score of 4) • Hold a National Intervener Credential/Certificate <p>Years Valid: 5 Renewable? May be renewed if professional development requirements are met.</p>

Approvals (Continued)

Short-Term Approvals for Teachers

- Validity: 3 full fiscal years
- Approvals will no longer be available for application after June 30, 2023.
- While working on approval, educator must be fulfilling requirements for full endorsement or license.
- Supervision must be provided.
- Assurances from districts are required.
- The (aforementioned) form must be provided to the ROE/ISC & uploaded in ELIS prior to approval being issued.

	<u>Requirements to be Issued the Approval</u>	<u>Requirements for the License/Endorsement</u>
<p>Career and Technical Education</p> <p>Valid: 3 Fiscal Years</p>	<ul style="list-style-type: none"> • Hold a PEL with a teaching endorsement OR hold one of the ELS-CTE licenses and have one year of teaching experience • Have completed 240 hours (6 weeks full-time) of work experience OR hold professional certification in the content area sought <ul style="list-style-type: none"> ◦ Experience may be verified on the applicable 73-23A or 73-23B form • Submit ISBE Form 83-87 	<ul style="list-style-type: none"> • To add an additional endorsement on one of the ELS CTE licenses: Accumulate 1,000 hours work experience (experience teaching on the approval may be used) • To earn a new ELS-CTE license: Accumulate 2,000 hours of work experience (experience teaching on the approval may be used)
<p>Content Knowledge Pathway (Non-PEL Holders)</p> <p>Valid: 3 Fiscal Years</p> <p><i>*Approval isn't available for Safety and Driver's Education & Special Education areas.</i></p>	<ul style="list-style-type: none"> • Hold a bachelor's degree in a teaching content area or a bachelor's degree in any area plus 32 semester hours of content area coursework from a regionally accredited institution • Pass the applicable licensure content test • Submit ISBE Form 83-88 • District must also maintain a weekly mentoring and coaching log, and submit the log annually to its ROE/ISBE, using ISBE Form † 	<ul style="list-style-type: none"> • Complete an approved educator preparation program • Complete the edTPA • 1 year of experience on the STA plus a proficient or higher evaluation rating will waive student teaching

Approvals (Continued)

	<u>Requirements to be Issued the Approval</u>	<u>Requirements for the License/Endorsement</u>
<p>Short-Term Approval for Teachers at All Grade Levels</p> <p>Valid: 3 Fiscal Years</p> <p><i>*Approval isn't available for Safety and Driver's Education & Special Education areas.</i></p>	<ul style="list-style-type: none"> • Hold a valid PEL endorsed in a teaching field • ONE of the following: <ul style="list-style-type: none"> ◦ 9 semester hours of coursework in the applicable content area ◦ A passing score on the applicable content area test • Submit ISBE Form 73-96 	<ul style="list-style-type: none"> • Complete the remaining coursework and/or content test to receive the endorsement on the PEL

Short-Term Approvals for School Support Personnel

- Validity: 3 full fiscal years
- Approvals will no longer be available for application after June 30, 2023.
- While working on approval, educator must be fulfilling requirements for full endorsement or license.
- Supervision must be provided.
- Assurances from districts are required.
- The (aforementioned) form must be provided to the ROE/ISC & uploaded in ELIS prior to approval being issued.

	<u>Requirements to be Issued the Approval</u>	<u>Requirements for the License/Endorsement</u>
<p>School Social Worker</p> <p>Valid: 3 Fiscal Years</p>	<ul style="list-style-type: none"> • Master's degree in Social Work • Professional Certification from IDFP or National Certification in Social Work • Pass the School Social Worker Content Test • Submit ISBE Form 83-86 	<ul style="list-style-type: none"> • Complete a School Social Worker approved program • 1 year of experience on the STA plus a proficient or higher evaluation rating will waive internship requirements
<p>Speech Language Pathologist</p> <p>Valid: 3 Fiscal Years</p>	<ul style="list-style-type: none"> • Master's degree in Speech Language Pathology • Professional Certification from IDFP or National Certification in Speech Language Pathology • Pass the Speech Language Pathologist Content Test • Submit ISBE Form 83-86 	<ul style="list-style-type: none"> • Complete a Speech Language Pathologist approved program • 1 year of experience on the STA plus a proficient or higher evaluation rating will waive internship requirements

Approvals (Continued)

	<u>Requirements to be Issued the Approval</u>	<u>Requirements for the License/Endorsement</u>
School Psychologist Valid: 3 Fiscal Years	<ul style="list-style-type: none"> • Master's degree in Clinical Psychology • Professional Certification from IDFPR or National Certification in Psychology • Pass the School Psychologist Content Test • Submit ISBE Form 83-86 	<ul style="list-style-type: none"> • Complete a School Psychologist approved program • 1 year of experience on the STA plus a proficient or higher evaluation rating will waive internship requirements
School Counselor Valid: 3 Fiscal Years	<ul style="list-style-type: none"> • Master's degree in Counseling • Professional Certification from IDFPR or National Certification in Counseling • Pass the School Counseling Content Test • Submit ISBE Form 83-86 	<ul style="list-style-type: none"> • Complete a School Counselor approved program • 1 year of experience on the STA plus a proficient or higher evaluation rating will waive internship requirements
School Nurse Valid: 3 Fiscal Years	<ul style="list-style-type: none"> • Bachelor's degree in Nursing • Professional Certification from IDFPR or National Certification in Nursing • Pass the School Nurse Content Test • Submit ISBE Form 83-86 	<ul style="list-style-type: none"> • Complete a School Nurse approved program • 1 year of experience on the STA plus a proficient or higher evaluation rating will waive internship requirements

Approvals (Continued)

Short-Term Approvals for Special Education

- Validity: 3 full fiscal years
- Approvals will no longer be available for application after June 30, 2023.
- While working on approval, educator must be fulfilling requirements for full endorsement or license.
- Supervision must be provided.
- Assurances from districts are required.
- The (aforementioned) form must be provided to the ROE/ISC & uploaded in ELIS prior to approval being issued.

	<u>Requirements to be Issued the Approval</u>	<u>Requirements for the License/Endorsement</u>
<p>Blind and Visually Impaired (BPS)</p> <p>Valid: 3 Fiscal Years</p>	<ul style="list-style-type: none"> • Hold a (PEL) with a teaching endorsement OR an ELS-TBE • Complete coursework in the following five areas: <ul style="list-style-type: none"> ◦ Anatomy and pathology of eye conditions ◦ Functional vision assessment and learning media assessment ◦ Basic assistive technology ◦ Methodology in teaching students who are blind and visually impaired ◦ Basic orientation and mobility • Pass the Teachers of Students Who are Blind and Visually Impaired Content Test • Demonstrate Braille Proficiency (as specified by ISBE) • Submit ISBE Form 83-90 	<ul style="list-style-type: none"> • Complete a Blind and Visually Impaired Educator Preparation Program
<p>Deaf and Hard of Hearing (DHH)</p> <p>Valid: 3 Fiscal Years</p>	<ul style="list-style-type: none"> • Hold a (PEL) with a teaching endorsement OR an ELS-TBE • Complete coursework in the following five areas: <ul style="list-style-type: none"> ◦ Assessment and developing Individualized Education Programs (IEPs) ◦ Language and literacy ◦ Audiology ◦ Impact of hearing loss on academic, behavior, speech language, and aural habilitation skills ◦ Methodology in teaching students who are deaf and hard of hearing • Demonstrate Sign Language Proficiency (as specified by ISBE) • Pass the Teacher of Students Who are Deaf and Hard of Hearing Content Test • Submit ISBE Form 83-90 	<ul style="list-style-type: none"> • Complete a Deaf and Hard of Hearing Educator Preparation Program

Approvals (Continued)

	<u>Requirements to be Issued the Approval</u>	<u>Requirements for the License/Endorsement</u>
<p style="text-align: center;">Early Childhood Special Education (ECT)</p> <p>Valid: 3 Fiscal Years</p>	<ul style="list-style-type: none"> • Hold a PEL with a teaching endorsement plus an LBSI or SCG3 endorsement • Complete 2 of the 4 areas of coursework in Early Childhood Special Education <ul style="list-style-type: none"> ◦ Early childhood special education assessment ◦ Methods of instruction in early childhood special education ◦ Development of language in the young child ◦ Child, family, and community relationships • Pass the Early Childhood Special Education Content Test • Submit ISBE Form 83-90 	<ul style="list-style-type: none"> • Complete the remaining two of the four areas of coursework in Early Childhood Special Education to receive Early Childhood Special Education Approval
<p style="text-align: center;">Learning Behavior Specialist I (LBSI)</p> <p>Valid: 3 Fiscal Years</p>	<p>This approval allows the holder to serve K-12 students with the following disabilities, regardless of the teaching license held: learning disabilities, social emotional disorders, cognitive disability, physical disabilities, autism, and traumatic brain injuries.</p> <ul style="list-style-type: none"> • Hold a PEL endorsed for teaching OR an ELS-TBE • Complete the survey of exceptional children course and at least one of the other three areas of coursework required for the LBSI endorsement: <ul style="list-style-type: none"> ◦ General characteristics of children with disabilities within the LBSI scope ◦ General methods for teaching children with disabilities within the LBSI scope ◦ Psychological assessment of children with disabilities within the LBSI scope • Submit ISBE Form 73-86 	<ul style="list-style-type: none"> • To obtain the LBSI K-21 endorsement, complete the remaining LBSI coursework areas • Passing the Learning Behavior Specialist I content test

Licensure Fees

Credential Type	Credential Cost	Registration Fees
Professional Educator License (PEL) - In State Program	\$100.00	New License \$60.00* Renewal \$50.00**
Professional Educator License (PEL) - Out of State Program	\$150.00	New License \$60.00* Renewal \$50.00**
Substitute License	\$50.00	New License \$60.00* Renewal \$50.00**
Short-Term Substitute License	\$25.00	None
Educator License with Stipulations: Paraprofessional	\$100.00	New License \$30.00*** Renewal \$25.00***
Educator License with Stipulations: Transitional Bilingual Educator	\$100.00	\$50.00 for a one-time 5 year license NON-RENEWABLE LICENSE
Educator License with Stipulations: Career & Technical Educator	\$100.00	New License \$60.00* Renewal \$50.00**
Endorsements	\$50.00	None
Most Approvals (Intern Approvals No Cost)	\$50.00	None

WHENEVER A FEE IS PAID, A SMALL PROCESSING COST IS ALSO CHARGED

*Cost is \$10.00 per year. For a new license, you pay for the current fiscal year plus five additional fiscal years.

**Renewal cost is \$10.00 per year. You pay for five full years.

***The Paraprofessional license registration cost is \$5.00 per year. For a new license, you pay for the current fiscal year plus five additional years.

Every educator is required to pay a registration fee. An individual who moves from one region to another after paying a registration fee for their particular cycle;

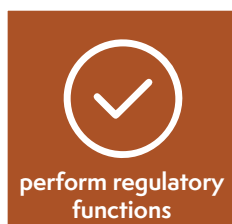
1. will be required to register his or her license in the new region; but
2. will not be required to pay an additional registration fee.

When a registration fee is paid, the amount due shall be the amount required to register the license for its current entire cycle of validity.



REGIONAL OFFICE OF EDUCATION
KANE COUNTY

The mission of the Kane County Regional Office of Education is to advocate for education, provide leadership, perform regulatory functions, and coordinate state and local services for educators, school districts, and the community.



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Office of Education

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28 North 1st Street
Geneva, IL 60134



Phone: 630-232-5955
Fax: 630-208-5115



www.kaneroe.org
hello@kaneroe.org