

Qualification Evaluation Forms

Illinois State Board of Education
February 2007

This document provides subject area requirements in a format showing the historic changes that occurred in rules for each requirement. Each requirement set has lines where the courses the teacher completed in the subject may be written, along with the credits for each course.

- **Teachers completing requirements for a subject area after 7/1/04 must meet the current requirements and they must have the endorsement listed on their certificates or they may not be assigned to the subject.**
- Until 7/1/04 individuals who met requirements for a subject could choose to obtain the endorsement or they could be assigned to the subject if the district determined after reviewing the transcripts they had met the qualifications for the assignment.
- **Persons who met requirements at a time when they were in effect may still be assigned to teach such subjects without obtaining the current endorsement.**
- ****Denotes a subject area that is a core academic area according to NCLB requirements. It is important to note that meeting NCLB requirements does not relieve the district or the teacher from the requirements of the Illinois Administrative Code for teaching any subject**

The results of this evaluation should be added to the TCIS system so that teachers will have a central listing of their qualifications. Such qualifications will not be printed on certificates, but administrators and teachers may see them on the Educator Certification System (ECS).

Directions for evaluating elementary and secondary teachers for requirements:

A. Completing the Qualification Evaluation Forms

The subjects listed in this document indicate requirements for teaching at the secondary level. Secondary assignments may be divided into a broad field with sub-sets of subjects included in the broad field.

- 1) Junior High School/Middle Grades qualifications are broad field titles of subjects and require 18 semester hours of content courses, but usually do not require any specific distribution;
- 2) Where broad field subjects are divided into narrow fields, these are the secondary level assignments and a teacher is qualified only when the teacher
 - i. first has met the minimum number of hours required in the broad field and indicated at the beginning of the subject requirements and
 - ii. Met the specific requirements for the narrow field.

- 3) Where broad fields have no subdivisions, the broad field is also the secondary assignment, and the hours required at the secondary level are indicated at the beginning of each broad topic.
- 4) Find a set of requirements that matches the year the teacher held the certificate and became qualified in the subject and print them from the web site or copy them from this printed version. If a person failed to fully meet the requirements in existence and later takes courses under a new set of requirements, the individual must meet the requirement in effect at the time the last course was complete.
- 5) For each college content course completed that meets a requirement in the subject, write on the appropriate subject line, the credits and course numbers in the manner indicated at the beginning of each subject requirement set
- 6) At the end of each version of requirement there is a place to indicate whether the teacher qualifies at the grade level where the teacher is assigned.
- 7) When a broad field of requirements is subdivided into narrower endorsements for secondary level, you can indicate in which of those fields the teacher has qualified by circling the number at the end of the set corresponding to the number of the endorsement where qualifications have been met.
- 8) The agency will apply a single methods course dealing with teaching the subject in question; for instance, "teaching language arts" could be applied to the requirements for language arts.
- 9) A major is as listed on the transcript of a university where a degree has been obtained or it can be a constructed major of 32 semester hours of aggregated work in the subject.
- 10) All credits required are listed in semester hours; if an institution is on quarter hours, multiply the quarter hours by $\frac{2}{3}$ to determine the equivalent semester hours.
- 11) Generally, the department in which the course is offered will determine the subject where a course is placed. Courses that are cross listed in more than one department may be applied to requirements in subjects appropriate to each.

Adding an “Endorsement Qualification” to TCIS

TCIS has been enhanced to allow the entry of “**Endorsement Qualifications**”. An Endorsement Qualification is not an endorsement and will not be printed on certificates. An “Endorsement Qualification” will be the method of entering data on TCIS to indicate that an educator met previous assignment qualifications, but does not hold the endorsement. It supports the “Once Qualified, Always Qualified” policy ISBE.

The target audience for this data is veteran teachers who met qualifications to teach subjects prior to the issuance of endorsements and testing. A good example is John Smith, a 25-year veteran high school math teacher. He holds a standard-level, type 09 secondary teaching certificate with no endorsements. He received his original secondary teaching certificate in 1980 and his district, through transcript evaluation, determined that he had met the 20 semester hours of math courses necessary to qualify him to teach secondary math in 1980.

This data will be used throughout the state for two functions. The first is to allow district administrators to verify on OTIS that the educator is qualified to be assigned to teach this subject even though he does not hold the endorsement.

The second reason this data is being captured is to aide in NCLB Highly Qualified under HOUSSE. Accumulating 100 HOUSSE points is another way veteran teachers can become highly qualified without passing a subject matter test or holding a major in the subject area. If we have this data in TCIS we will be able to automatically award these points. These points are one piece of the HOUSSE formula.

To determine whether or not an educator met the requirements, review the appropriate section of this document for the specific subject qualification, place appropriate courses in the worksheet and make your determination according to the requirements in place at the time the person completed them.

To add an Endorsement Qualification to TCIS open the Application Entry Screen and enter the SSN# of the educator. Click on the Other Approvals Tab. Click on the <Add> Button under the Qualifications frame.

Region 38 - Application Entry Screen - John J Smith

Teacher Information
 SSN: 999-99-9999 Last Name: Smith First Name: John Middle Initial: J DOB: 03/26/1969
 Address: 123 Any Street Address2:
 City: Any Town State: IL - Illinois Zip: 99999-
 Home: (999) 999-9999 Work: [] - Active in ROE 38 ? Active Inactive
 Citizenship: Yes No/Expires: / / Sex: Female Male

State	Institution	Type	Major
IL - Illinois	WU - Western Illinois University	B - Bachelors	0120 - Secondary Education

Buttons: Add Degree, Update Degree, Delete Degree

Approval Letters
 Add New Approval
 District Code: . . . Received: 03/16/2005
 Status: Issued: / /
 District Specific Expires: / /
 Edit Existing Approval

Qualification	Grade Level	Qualify Date
MATH - Mathematics	3 - Senior HS	08/23/1972

Note: Updates or Deletions to this data must be made by ISBE

Buttons: Clear All, Clear Cert\Apvr Info, Change Name..., Print Authorization, Print Receipt, Issue, Apply, Close

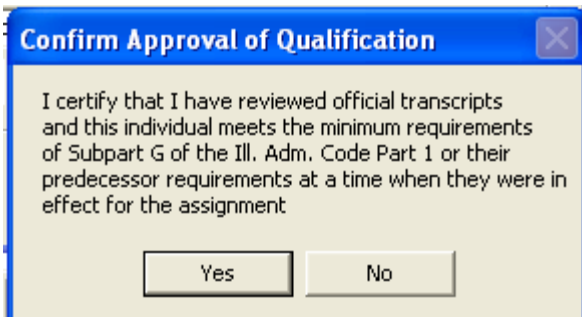
Select the appropriate Endorsement. Select the appropriate Grade Level keeping in mind to only select Middle Grades if the educator completed the 2 middle grades courses. Next, enter the Date Qualified. This is the date that they would have qualified; for example, the date they completed the last course where the requirements were completed. You may not know the exact date since most transcripts list Spring, Summer, Fall semester and the year. If this is the case use 06/01/ for Spring, 08/31/ for Summer, and 12/31/ for Fall or some date that is close to the completion of the coursework. Finally, click the <OK> button.

Create Qualification

Endorsement Information
 Type: MATH - Mathematics
 Grade Level: 3 - Senior HS
 Qual Date: 08/23/1972

Buttons: OK, Cancel

Read the statement presented and click the <Yes> Button.



You will now see that the Endorsement Qualification has been added to TCIS along with the user id and ROE number of the person who added the data to TCIS. In the very near future you will also see them displayed on the Active Teacher Reports (which are generally used in compliance visits) and online on OTIS.

State	Institution	Type	Major
IL - Illinois	WU - Western Illinois University	B - Bachelors	0120 - Secondary Education

Qualification	Grade Level	Quality Date
MATH - Mathematics	3 - Senior HS	08/23/1972

Under no circumstances will these Endorsement Qualifications be printed on certificates. If the educator wants an endorsement listed on his certificate he will have to apply for the endorsement and meet the current requirements.

Summary

1. Click on "Open" on the menu bar at the top.
2. Click on "Application Entry" in the drop down list.
3. Click on the tab marked "Other Approvals"; you will see "Qualifications" on the box at the right half.
4. Click on "Add" in the lower right corner of the Qualifications box. A box will open called "Create Qualification"

5. Click on “Type” and select from the drop down box or type in the alpha code that is correct for the qualification you wish to add taken from the worksheet you have completed.
6. Click on “Grade Level” and pick middle grades, junior high school or senior high school according to the grade level of the qualification for which the teacher qualifies.
7. In “Qual Date” enter the approximate date that the teacher met the requirement.
8. Check your work and if it is accurate, click on OK; if changes are necessary, make them in the appropriate fields and click on OK
9. Read the statement and click the appropriate response.

Requirements for Elementary Teachers

1958

Self Contained Classroom Teachers: Must hold a valid elementary certificate

1977-Present

Elementary teachers must hold a valid certificate for the grade level assigned. For teachers first assigned an elementary position on or after September 1, 1978, the teacher in a self-contained classroom must have a course in each basic instructional area taught

Junior High School

1958

Junior High School: Sixteen (16) semester hours in each subject taught.

1971

18 semester hours in the area of major teaching assignment, including at least 5 semester hours in each course where subject matter areas are divided into two or more specific courses. When a school is departmentalized in part, the requirement only applies to the departmentalized teachers.

Middle Grades

1996

18 semester hours in the subject matter area of major teaching assignment (e.g., language arts, mathematics, general science, social science, music). Where a teacher is assigned to deliver instruction in two areas (e.g., English and social science or mathematics and science), the teacher shall meet the requirements of this subsection for one area and have no fewer than 5 semester hours in the other instructional area.

Agency Note: (1) The five semester hour requirement can be fulfilled with one course in the subject. (2) If a person teaches in two assignments comprising equal parts of the day or if a person teaches in more than two subjects, such that no subject comprises 50% or more of a day, then the district must designate one of the assignments as being the major assignment

1997-Present

Junior High School Requirements Prior to July 1, 1997

Requirements for teachers to teach in the middle grades changed on July 1, 1997. Individuals who were certificated prior to that date and who met the requirements for teaching at the junior high school level will continue to be eligible for assignment in a middle grade position in the subjects for which they met qualifications. Endorsements issued showing completion of these requirements are indicated on the certificate under the heading of “Upper Elementary/Junior High.”

Requirements for Middle Grade Teachers After July 1, 1997 After July 1, 1997, the requirements for teaching at the middle grades are 18 semester hours of credit in the subject matter area of major teaching assignment (e.g., language arts, mathematics, general science, social science, music); in some cases, the 18 semester hours requires a specific distribution of coursework. These areas with elementary course distributions are included in the following section on secondary level teaching requirements. In most cases the 18 semester hours has no distribution requirement in the subject area. Where a teacher is assigned to deliver instruction in two areas (e.g., language arts and social science, or mathematics and science), the teacher shall meet the 18 semester hours in one area and have 9 semester hours of coursework in the other instructional area.

The middle grade teacher must also complete

- **3 semester hours** of coursework in middle school philosophy, curriculum 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 in educational psychology focusing on the developmental characteristics of early adolescents and the role of the middle grade teacher in assessment, coordination and referral of students to health and social services.

These courses must be completed at senior level institutions. **Note: a list of Illinois courses meeting these requirements can be found on our website at http://www.isbe.net/certification/middle_grade/msinfo.htm .**

You can use this area to show if a person has met the middle grades courses:

Middle School Philosophy, etc. _____

Middle School Educational Psychology, etc. _____

It is Agency policy:

- *that persons with upper elementary/junior high school endorsements or qualifications before July 1, 1997, qualify to teach the same areas in middle grades without meeting new middle grades course requirements*
- *that persons meeting requirements for teaching in a new area after July 1, 1997, must meet the requirements for middle grades, including persons completing qualifications*

for minor assignments after July 1, 1997, when 9 semester hours and the middle grades courses are required

Requirements for Teaching Subjects at the Secondary Level

The following requirements are for teachers in grades 9-12. A teacher at this level must meet the listed requirements for each subject taught, regardless if it is a major or minor assignment.

AGRICULTURAL EDUCATION

(AGED)

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Agricultural Education

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

1958

Sixteen semester hours in the field including a minimum of **eight semester hours** of work in each subject taught.

Courses:

Total Semester Credits _____

Meets: JR. High Middle Grades Senior High Major None

1962

Twenty four semester hours in the field, including work in the following areas (qualification in any of the areas **requires 8 semester hours** in the area)

(1) soils and crops;

(SOCR) _____

(2) animal husbandry

(AH) _____

(3) agricultural economics;

(AGEC) _____

(4) rural sociology;

(RUSO) _____

(5) horticulture;

(HOR) _____

(6) forestry.

(FOR) _____

Electives: _____

Total Semester Credits _____ If special courses are taught in this field, a minimum of eight semester hours is required in each course taught

Meets: JR. High Middle Grades Senior High (Circle endorsement number(s): 1 2 3 4 5 6 Major None

1971

24 semester hours in the field, including work in some of the following areas, plus preparation in the specific courses taught (**8 semester hours is required** in any of the following for qualification):

1. Agriculture Science
(ASCI) _____

2. Agriculture engineering
(AGEN) _____

3. Agriculture fundamentals
(AG) _____

4. Agriculture electricity and construction
(AGEL) _____

5. Horticulture
(HO) _____

6. Agriculture power and machinery
(APM) _____

7. Agriculture supply service
(ASS) _____

8. Agriculture occupations _____

Electives: _____

Total Semester Credits _____

If special courses are taught in this field, a minimum of eight semester hours is required in each course taught (senior high school endorsement areas)

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7 8)

1977

24 hours in the field, including an appropriate distribution in the following areas, plus preparation in the specific course taught (**8 semester hours required for each qualification subject**).

1. Agricultural Production
(AGPR) _____

2. Agricultural Mechanics
(AGME) _____

3 Agricultural Supplies and Services and Products
(ASSP) _____

4. Horticulture
(HOR) _____

5.. Agricultural Resources and Forestry
(AGRF) _____

Electives: _____

Total Semester Credits _____

If special courses are taught in this field, a minimum of eight semester hours is required in each course taught (senior high school endorsement areas)

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5)

1991-6/30/2004

- 1) Twenty-four (24) semester hours, to include
 - a) A vocational/occupational education methods course at the upper-division level

 - b) Twelve (12) semester hours, including at least one course in each of the following areas
 - i) Agricultural Exploration/Orientation-agricultural careers, supervised occupational experience programs, adult education in agriculture, agricultural leadership

 - ii) Agricultural Entrepreneurship-agricultural merchandising, agricultural business procedures, agricultural economics, computer applications in agriculture_ _____

- iii) Agricultural Natural Sciences-animal science, plant science, soil science

- iv) Agricultural Physical Science/Mechanization-servicing small engines, surveying, electrical wiring, building agricultural structures

- c) A minimum of one concentration (9 semester hours in addition to the 12 semester hours listed in subsection (1)(b)) in one of the following endorsement areas:
 - i) Agricultural Business and Management-agricultural commodity and product marketing; financing agricultural businesses; agricultural business management; computerization in agriculture; producing, processing, promoting and selling agricultural products
(ABM)

 - ii) Agricultural Power and Machinery-gasoline and diesel power units, field machinery, electric motors and controls, hydraulic systems, power transmission systems
(APM)

 - iii) Horticulture-floriculture, vegetable and fruit production, landscaping and turf management, nursery and greenhouse operation and management
(HOR)

 - iv) Agricultural Resources-agricultural conservation, recreation management, forestry production and management, game and wildlife management
(RES)

Electives _____

Total Semester Credits _____

- 2) To provide instruction at the preparation level, teachers must hold an endorsement that corresponds to their area of instruction.
- 3) In vocational education reimbursable programs, instructors teaching preparation-level courses must have a total of 2,000 hours of work experience in the specific endorsement area being taught. If an instructor teaches in more than one endorsement area, the 2,000 hours shall be distributed among endorsement areas being taught, with a minimum of 250 hours work experience in each endorsement area. Records must be kept by the employing institution to substantiate this experience. Such records may include written statements from supervisors at places of employment who can be reached for verification of the documentation submitted, or, in cases where supervisors are no longer available to verify the employment, affidavits by applicants' instructors stating the facts concerning the work experience in question.

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4)

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Agricultural Education:

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content

Art
(ART)**

Note: "Appropriate Distribution" has no practical application except to indicate that the courses must be in more than one of the sub topics.

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

1958

Sixteen (16) semester hours in the field including an appropriate distribution in painting and drawing, _____

two and three-dimensional design, _____

crafts, _____

and history and appreciation of art. _____

Electives: _____

Total Semester Credits _____

Meets: JR. High Middle Grades Senior High Major None

1964

20 semester hours in the field, including an appropriate distribution in

1) Painting, Drawing, and Printmaking _____

2) Pottery and Sculpture _____

3) Constructional Design _____

4) Art Education _____

5) History and Appreciation of Art _____

Electives: _____

Total Semester Credits _____

Meets: JR. High Middle Grades Senior High Major None

1971-6/30/2004

24 semester hours in the field, including an appropriate distribution in:

1) Painting, drawing, printmaking _____

2) Sketching, lettering, jewelry, design, silkscreen _____

3) Pottery and sculpture _____

4) Constructional design_____

5) Art education_____

6) History and appreciation of art_____

Electives_____

Total Semester Credits_____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Visual Arts

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content

BIOLOGICAL SCIENCE**
(BISC)
1958

(Note 1: It is necessary to find 16 semester hours in the field when considering a specific endorsement subject [ie, zoology]; a teacher who had only 12 hours of biology in total that included 8 hours of zoology could not be endorsed in zoology. We do not require the laboratory courses.)

(Note 2: Courses in medicine or dentistry do not apply to biological science)

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

Sixteen (16) semester hours in the field with the following minimum preparation in each subject (endorsement area):

(1) Botany—eight (8) semester hours

(BO) _____

(2) Zoology—eight (8) semester hours

(ZOO) _____

(3) Physiology—eight (8) semester hours

(PHGY) _____

Electives _____

Total Semester Credits _____

Teachers of biology must have at least eight (8) semester hours of preparation in both botany and zoology which includes at least one five semester hour laboratory course in botany and one five semester hour laboratory course in zoology or 10 semester hours of laboratory work in biology.

Meets: JR. High Middle Grades Major None

Senior High (Circle endorsement number(s): 1 2 3)

1964-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Science, Biological

(Note: It is necessary to find 24 semester hours in the field when considering a specific endorsement subject [ie, zoology]; a teacher who had only 20 hours of biology in total that included 8 hours of zoology could not be endorsed/qualified in zoology. We do not require the laboratory courses.)

24 semester hours in the field, including the semester hours indicated in the subject to be taught (Senior high school endorsement):

- 1) **Biology – (BI)**
8 semester hours in botany including 5 semester hours in laboratory work,
8 semester hours in zoology including 5 semester hours in laboratory work.

AGENCY NOTE: 10 semester hours laboratory work in biology satisfies the laboratory requirement.

- 2) **Botany – 8 semester hours including 5 semester hours in laboratory work.**
(BO)_____
- 3) **Physiology – 8 semester hours**
(PHGY)_____
- 4) **Zoology – 8 semester hours in zoology including 5 semester hours in laboratory work**
(ZOO)_____

Electives:_____

Total Semester Credits

Meets: JR. High Middle Grades Major None
 Senior High (Circle endorsement number(s): 1 2 3 4)

**7/1/2004-Present
 Endorsement: Science**

**Designations: Biology, Chemistry, Earth and Space,
 Environmental, Physics**

Note: the endorsement structure now in place authorizes a person with an endorsement in science to teach all science and the designation allows the person to teach that subject in advanced placement or honors courses.

Applicants seeking a first Science designation

Applicants seeking a first designation must

- complete an approved Illinois program and pass the content area examination for the designation or
- must have 32 semester hours in science with at least
 - 12 semester hours in the designation and
 - some work covering at least two other designations in the field and
 - pass the content area examination for the designation.

Applicants who already have a designation in science

Applicants who have a previous designation in science may obtain an additional designation in science by either

- Passing the content area examination for the designation or
- Having 32 semester hours in the designation.

Applicants with an endorsement before 7/1/04 in science seeking a designation

Applicants who have an endorsement under the pre-July, 2004, requirements in the field of science may obtain a designation by passing the new content area test for the designation. They may then obtain subsequent designations as indicated in the preceding paragraph.

BUSINESS, MARKETING, AND MANAGEMENT (BMM)

Business Education -1958

Sixteen (16) semester hours in the field which may include a methods course, and with the following minimum qualifications for the subject matter areas or courses taught:

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

*(NOTE: This requirement set requires every business education teacher to have **16 semester hours minimum**; a qualification in any of the specific subjects below requires (a) the 16 total hours and (b) the specific requirements for each subject indicated)*

1. A minimum of **six semester hours in each** of the following qualification areas:

A) Typewriting (six hours in sequential courses or completion of the advanced course in this sequence)

(TY) _____

B) Shorthand and Transcription (six hours in sequential courses or completion of the advanced course in this sequence)

(SH) _____

C) Bookkeeping (six hours in accounting)

(BOOK) _____

D) Record Keeping (six hours in accounting)

(REKE) _____

2. A minimum of two courses in each of the following qualification areas:

A) Business Law

(BULA) _____

B) Salesmanship (from at least two of the following: salesmanship, retailing, marketing, store management, advertising)

(SALE) _____

3. A minimum of one course in each of the following qualification areas:

A) Office Machines

(OFMA) _____

B) Office Practice (plus qualifications for teaching bookkeeping and typewriting or office machines)

(OFPR) _____

C) Secretarial Practice (plus qualifications for teaching shorthand and typewriting)

(SPRA) _____

D) Business Arithmetic (or six hours in accounting)
(**BUAR**) _____

4. A minimum of four courses in the basic business area (general business) distributed in at least four of the following: (**BABU**)

Accounting and Business mathematics _____

Business English _____

Business law _____

Consumer education _____

Economics _____

Introduction to Business _____

Marketing _____

Advertising and salesmanship _____

Methods of teaching basic business _____

Electives: _____

Total Semester Credits _____

Meets: JR. High **O** Middle Grades **O** Major **O** None **O**

Senior High **O** (Circle qualification number(s): 1 A B C D

2 A B

3 A B C D

4

1962

Twenty (20) semester hours in the field which may include a methods course, and with the following minimum qualifications for the subject matter areas or courses taught:

1. Typewriting, six hours in sequential courses or completion of the advanced course in this sequence

(**TY**) _____

2. Shorthand and transcription, six hours in sequential courses or completion of the advanced course in this sequence.

(**SH**) _____

3. Bookkeeping, record keeping, accounting, six hours in accounting

(**ACBO**) _____

4. Business law, two courses
(BULA) _____
5. Salesmanship, two courses selected from salesmanship, retailing, marketing, store management, advertising
(SALE) _____
6. Office machines, one course
(OFMA) _____
7. Office practice, one course in office practice plus qualifications for teaching bookkeeping, typewriting and office machines.
(OFPR) _____
8. Secretarial practice, one course plus qualifications for teaching shorthand and typewriting
(SEP) _____
9. Business arithmetic, one course, or six hours in accounting
(BUAR) _____
10. General business, four courses distributed in at least four of the following: accounting or business arithmetic, business English, business law, consumer education, economics, introduction to business, marketing, advertising or salesmanship, methods of teaching basic business.
(GEBU) _____

Electives _____

Total Semester Credits _____

Meets: JR. High Middle Grades Major None
 Senior High (Circle qualification number(s): 1 2 3 4 5 6 7 8 9 10)

1964

Twenty (20) semester hours in the field which may include a methods course,, and with the following minimum qualifications for the qualification taught:

1. Typewriting: 6 semester hours or a statement of equivalency from the institution granting the degree
(TY) _____
2. _____
3. Shorthand and transcription: 6 semester hours or the completion of the terminal course in the shorthand-transcription sequence.
(SH) _____

4. Bookkeeping or recordkeeping: 6 semester hours in accounting
(**BOOK**) _____
5. Business Law: 5 semester hours
(**BULA**) _____
6. Salesmanship: 5 semester hours covering at least two of the following:
salesmanship, retailing, marketing, store management or advertising
(**SALE**) _____
7. Business arithmetic: 2 semester hours in business arithmetic, business
mathematics, or 6 semester hours in accounting
(**BUAR**) _____
8. Office practice, secretarial practice, clerical practice or office machines:2
semester hours in course work which includes the operation of the office
machines taught in the secondary schools course, and qualifications for teaching
whichever of the following is a part of the course: typewriting, shorthand,
bookkeeping (see 1, 2, 3, above)
(**OFPR**) _____
9. Basic business, elementary business training, junior business training, and general
business: 10 semester hours distributed in at least 4 of the following areas;
accounting and business mathematics, business English, business law, consumer
education, economics, introduction to business, marketing, advertising,
salesmanship, or methods of teaching basic business
(**BABU**) _____
10. Business English: Qualifications for teaching typewriting, and 2 semester hours
in business English, business correspondence, business communications, or
business writing
(**BUEN**) _____
11. Business economics: 8 semester hours in the areas of economics finance,
management, or marketing including at least one course in principles of
economics.
(**BUEC**) _____

Electives: _____

Total Semester Credits _____

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7 8 9 10)

1971

(Requirements were identical to 1964 except added the area of Data Processing)

Data Processing: 2 college courses or the equivalent (a qualified mathematics teacher teaching a course in data processing will need the same requirement)
(DAPR)_____

Meets: JR. High Middle Grades Senior High Major None

1977

24 semester hours in the field which shall include a specialized methods course, and with the following minimum qualifications for the endorsement areas or courses taught:

Methods course:_____

1. Typewriting: 6 semester hours or a statement of equivalency from the institution granting the degree
(TY)_____

2. Shorthand and transcription: 6 semester hours or the completion of the terminal course in the shorthand-transcription sequence.
(SH) _____

3. Bookkeeping, accounting, recordkeeping: 6 semester hours in accounting and a course in data processing, or a statement of equivalency from the institution granting the degree.
(ACBO)_____

4. Business Law: 3 semester hours
(BULA)_____

5. Distributive subjects; i.e., marketing, retailing, distributive education: 5 semester hours covering at least two of the following: sales, retailing, marketing or advertising
(DIED)_____

6. Business arithmetic: 2 semester hours in business arithmetic, business mathematics, or 6 semester hours in accounting
(BUAR)_____

7. Office practice, secretarial practice, clerical practice or office machines: 2 semester hours in course work which includes the operation of the office machines taught in the secondary schools course, and qualifications for teaching whichever of the following is a part of the course: typewriting, shorthand, bookkeeping (see 1, 2, 3, above) _____

8. Basic business, elementary business training, junior business training, and general business:
(BABU)

- 3 semester hours of consumer education; _____
- 3 semester hours of economics _____

- and at least 4 semester hours in any two of the following areas , business law, , introduction to business marketing, management, or a methods of teaching basic business_____

9. Business English: 2 semester hours in business English, business correspondence, business communications, or business writing

(BUEN)_____

10. Business economics: 8 semester hours in the area of economics finance, financial management, or marketing including at least one course in principles of economics.

(BUEC)_____

11. Data Processing: 5 semester hours in data processing or the equivalent

(DAPR)_____

Electives: _____

Total_____

Meets: JR. High Middle Grades Major None

Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7 8 9 10 11)

1991-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Business, Marketing and Management

1) Twenty-four (24) semester hours, to include:

a) A vocational/occupational education methods course at the upper-division level.

b) Twelve (12) semester hours, including at least one course in each of the following areas:

i) Business Exploration/Orientation-business management, survey of business, business and its environment, business principles;

ii) Business Computer Applications-microcomputer applications, data processing, management information systems, introduction to data processing/computers;

iii) Business Communications-business English, business communications, business report writing, business correspondence;

iv) Business Mathematics-quantitative methods of business, finance, mathematics for business, statistics or one (1) year of college mathematics.

c) A minimum of one concentration (9 semester hours) in addition to the 12 semester hours listed in subsection (1)(b)) in one **of the following qualification areas**:

- i) Accounting-accounting, financial accounting, managerial accounting, or finance, with one course in the upper division;
(ACC)_____
- ii) Basic Business-economics, survey of business, business law, entrepreneurship, consumer education or upper-division course(s) in management and/or marketing;
(BABU)_____
- iii) Information Processing-microcomputer applications, introduction to computers including the terminal course in the word processing and/or typewriting sequence, and one upper-division course in office administration/information management;
(INPR)_____
- iv) Information Processing/Secretarial-microcomputer applications, introduction to computers including one upper-division course in office administration/information management, the terminal course in the word processing and/or typewriting sequence and the terminal course in a shorthand system;
(IPR)_____
- v) Business Computer Programming/Systems-business computer programming, microcomputer applications, systems analysis including one upper-division management information system (MIS) systems analysis or business computer programming course;
(BCPS)_____
- vi) Marketing-upper-division courses in advertising, sales, retailing, marketing, wholesaling, consumer behavior, entrepreneurship.
(MAR)_____

Electives:_____

Total:_____

- 2) Business, Marketing and Management teachers who hold a Business, Marketing and Management endorsement may teach an orientation/exploratory composite course which addresses a variety of subject areas in Business, Marketing and Management Occupations. To provide instruction in a specific subject, teachers must hold the endorsement that corresponds to the area of instruction, as identified in subsection (1)(c).
- 3) In vocational education reimbursable programs, instructors teaching preparation-level courses must have a total of 2,000 hours of work experience in the specific endorsement area being taught. If an instructor teaches in more than one endorsement area, the 2,000 hours shall be distributed among endorsement areas being taught, with a minimum of 250 hours work experience in each endorsement area. Records must be kept by the employing institution to substantiate this experience. Such records may include written statements from supervisors at places of employment who can be reached for verification of the documentation submitted, or, in cases where supervisors are no longer available to verify the employment, affidavits by applicants' instructors stating the facts concerning the work experience in question.

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6)

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Business, Marketing & Computer Education

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

Optional Designations

Optional Designation in **Business Computer Programming** can be obtained by.

- Being recommended for the endorsement and designation by a university with an approved program in the subject area
- Having 9 semester hours in the designation
- Having a year's experience teaching in the subject on a valid certificate.

FAMILY AND CONSUMER SCIENCE (FACS)

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

Home Economics-1958

Sixteen semester hours in the field.

Total _____

Meets: JR. High Middle Grades Senior High Major None

1962

Twenty four semester hours in the field, including **8 semester hours** in each endorsement area.

(1) foods and nutrition;

(FONU) _____

(2) clothing and textiles

(CLTE) _____

(3) home management;

(HMGT) _____

(4) home and family life

(HFL). _____

Electives _____

Total _____

If special courses are taught in this field a minimum of eight semester hours is required in each course taught.(for above endorsement areas)

Meets: JR. High Middle Grades Major None

Senior High (Circle endorsement number(s): 1 2 3 4)

1971

24 semester hours in the field, including work in some of the following areas, plus preparation totaling 8 semester hours in each endorsement area.

1. General homemaking

(HMKG) _____

2. Family living

(FALI) _____

3. Child development
(CHDE)_____

4. Foods and nutrition
(FONU)_____

5. Textiles and clothing
(TECL)_____

6. Home mechanics
(HOME)_____

7. Home furnishings
(HOFU)_____

8. Homemaking occupations_____

Electives:_____

Total_____

To teach a special course in any one of the above areas,8 semester hours are required in the area to be taught.

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7 8)

1978

24 semester hours in the field, including work in some of the following areas, plus **8 semester hours** in the specific endorsement areas.

1. Human development (includes prenatal, child, adolescent and adult development and care)

(HUDE)_____

2. Interpersonal and family relationships

(IFR)_____

3. Consumer education and home management

(CEHM)_____

4. Nutrition and food

(FONU)_____

5. Housing, home furnishings, and equipment

(HHFE)_____

6. Clothing and textiles
(CLTE)_____

Electives:_____

Total_____

To teach a special course in any one of the above areas, 8 semester hours are required in the area to be taught.

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6)

1991-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Family and Consumer Science

- 1) Twenty-four (24) semester hours, to include:
 - a) A vocational/occupational education methods course at the upper-division level.
 - b) Twelve (12) semester hours, to include one course in four of the six following areas:
 - i) Human Development, Child Development-human, prenatal, child, adolescent growth and development and care, adult care, gerontology, administration of child care programs, instructional activities and materials for preschoolers;
 - ii) Interpersonal and Family Relationships and Parenting-interpersonal and family relationships, family life, adult living, family dynamics, parenting, human relationships;
 - iii) Consumer and Resource Management-family finance, consumer education, consumer economics, consumer management, resource management, home management;
 - iv) Housing, Interior Furnishings, Living Environments-home furnishings, interior design, household equipment, basic design, living environments, housing;
 - v) Food and Nutrition, Food Service, Hospitality-foods and nutrition, food preparation, quantity food preparation, food sanitation, hospitality management, food management, therapeutic nutrition;
 - vi) Clothing, Textiles, Fashion-clothing selection, clothing construction, costume design, history of fashion, apparel merchandising, textiles selection.
 - c) A minimum of one concentration (9 semester hours in addition to the 12 hours listed in subsection (1)(b)) **in the endorsement areas** of-

- i) Child and Day Care Services-9 semester hours, to include 6 from subsection (1)(b)(i) and 3 from subsection (1)(b)(ii);
(CDC)_____
 - ii) Food and Nutrition Services-9 semester hours from subsection (1)(b)(v);
(FN)_____
 - iii) Fashion and Clothing Services-9 semester hours from subsection (1)(b)(vi);
(FC)_____
 - iv) Interior Furnishings Services/Living Environments-9 semester hours, to include 6 from subsection (1)(b)(iv) and 3 from subsections (1)(b)(iii) and/or (vi);
(IFLE)_____
 - v) Institutional and Home Management Services-9 semester hours, including one course from four of the areas listed in subsections (1)(b)(i) - (v);
(IHMS)_____
 - vi) Consumer Education and Resource Management-9 semester hours, to include 6 from subsection (1)(b)(iii) and the remainder from subsection (1)(b)(i), (ii), (iv), (v), or (vi); or
(CERM)_____
 - vii) Interpersonal, Family Relationships, Parenting-9 semester hours, to include 6 from subsection (1)(b)(ii) and 3 from subsection (1)(b)(i)vii.
(IFRP)_____
- Electives:_____

Total_____

2) Home Economics teachers who hold a Home Economics endorsement may teach an orientation/exploratory composite course which addresses a variety of subject areas in Home Economics Occupations. To provide instruction in a specific subject, teachers must hold the endorsement that corresponds to the area of instruction, as identified in subsection (1)(c).

3) In vocational education reimbursable programs, instructors teaching preparation-level courses must have a total of 2,000 hours of work experience in the specific endorsement area being taught. If an instructor teaches in more than one endorsement area, the 2,000 hours shall be distributed among endorsement areas being taught, with a minimum of 250 hours work experience in each endorsement area. Records must be kept by the employing institution to substantiate this experience. Such records may include written statements from supervisors at places of employment who can be reached for verification of the documentation submitted, or, in cases where supervisors are no longer available to verify the employment, affidavits by applicants' instructors stating the facts concerning the work experience in question

Meets: JR. High Middle Grades Major None

Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7)

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements: Family & Consumer Science with Required Designation

Apparel & Textiles
Living Environments
Nutrition, Wellness, and Hospitality

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

Required: One designation from above. *Designations can be obtained by*

- Being recommended for the endorsement and designation by a university with an approved program in the subject area
- Having 9 semester hours in the designation
- Having a year's experience teaching in the subject on a valid certificate.
Health Careers: No designation is offered but the applicant must have licensure in the career specialty sought.

FOREIGN LANGUAGES**

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

1958

Sixteen (16) semester hours in the particular language taught. Credit may be allowed to the extent of four (4) semester hours for each unit of language earned in high school (not to exceed a total of six semester hours) provided the high school preparation in the language has been followed in college by a sufficient number of courses in the language in sequence to and not a duplication of previous training in the language to make a total of sixteen semester hours. After September 1,1961, no credit will be allowed for units of language earned in high school unless such credit is approved by a higher institution and is noted on the official transcript.

Credits _____

Language:_____

Meets: JR. High Middle Grades Senior High Major None

1964-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Foreign Language

20 semester hours in the language

AGENCY NOTE: No credit may be allowed for high school language, unless such credit is approved by an institution of higher learning and is noted on the official transcript; in which case 1 semester hour may be allowed for each unit of high school language, not to exceed 4 semester hours.

Language:_____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

Requirements for Secondary Level Endorsement in a Foreign Language

1. An endorsement in a foreign language can be obtained by

- Completing a major in the foreign language as identified on a transcript, or one that consists of 32 semester hours of credit in a specific language obtained from regionally accredited institutions OR
- Completing 20 semester hours of a language and passing the relevant content-area examination OR
- Persons *who already hold an endorsement in a foreign language* may add endorsements in the same language *at additional grade levels* to their certificate by applying for the endorsement and passing the appropriate Assessment of Professional Teaching corresponding to the additional grade level.
- Persons who have less than the 20 semester hours of content in a language but who hold an early childhood, elementary, special or secondary certificate can obtain an endorsement by passing the content-area test in the specific language, or, if there is no content-area test provided by ISBE, the appropriate language proficiency test listed under transitional bilingual education. If there is no test in either of these categories, ISBE will determine the appropriate test.
- *Special Provisions for Endorsement in a Foreign Language for Persons Trained as Teachers in Foreign Countries* Applicants trained as teachers in foreign countries may obtain an endorsement in a foreign language **when they qualify for Illinois certification; they must also pass the content-area test** in the specific language, or, if there is no content-area test provided by ISBE, the appropriate language proficiency test listed under transitional bilingual education examinations or, if no test is listed, a test determined by ISBE.
 - The language proficiency test required will be either in English or the foreign language sought or both.
 - If the language of instruction used throughout the institution where the individuals earned their degrees is English, the applicants will need to take the test in the foreign language.
 - If the language of instruction used throughout the institution where the individuals earned their degrees is the foreign language, the applicants will need to take the English language proficiency test.
 - If the language of instruction used throughout the institution where the individuals earned their degrees is neither English nor the language endorsement sought, the applicant will need to take the language proficiency tests in both English and the foreign language

GENERAL SCIENCE
(GESC)
1958**

Note: the junior high school requirement, whether 1958 or 1977, will include at least one course in each science type, biological and physical. This requirement also applies to persons obtaining a middle grades endorsement after July 1997.

Record courses on the lines provided in the following sequence: [Sem.Credits\(Course#\)](#)

Sixteen (16) semester hours in the field including

- A minimum of six (6) to ten (10) semester hours of preparation in physical science and

- Six (6) to ten (10) semester hours in biological science.

Total _____

Meets: JR. High Middle Grades Senior High Major None

1964-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Science, General

24 semester hours in the field, including the semester hours indicated in the subject to be taught:

Science, General-24 semester hours in the field including:

1) Physical science-8 semester
hours _____

2) Biological science-8 semester
hours _____

Total Hours _____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present
Endorsement: Science
Designations: Biology, Chemistry, Earth and Space,
Environmental, Physics

Note: the endorsement structure now in place authorizes a person with an endorsement in science to teach all science and the designation allows the person to teach that subject in advanced placement or honors courses.

Applicants seeking a first Science designation

Applicants seeking a first designation must

- complete an approved Illinois program and pass the content area examination for the designation or
- must have 32 semester hours in science with at least
 - 12 semester hours in the designation and
 - some work covering at least two other designations in the field and
 - pass the content area examination for the designation.

Applicants who already have a designation in science

Applicants who have a previous designation in science may obtain an additional designation in science by either

- Passing the content area examination for the designation or
- Having 32 semester hours in the designation.

Applicants with an endorsement before 7/1/04 in science seeking a designation

Applicants who have an endorsement under the pre-July, 2004, requirements in the field of science may obtain a designation by passing the new content area test for the designation. They may then obtain subsequent designations as indicated in the preceding paragraph.

HEALTH EDUCATION (HEED)

Note: Qualification in physical education does not equate to qualification in health; each has its own requirements and the content is not interchangeable.

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

1958

Sixteen semester hours in the field.

Total _____

Meets: JR. High Middle Grades Senior High Major None

1962

Twenty semester hours including work in

- School health education, _____
- Basic health sciences and _____
- Applied health sciences. _____

Electives _____

Total _____

Meets: JR. High Middle Grades Senior High Major None

1977

20 semester hours in the field including one course from each of the following areas to total 10-14 semester hours:

1. Advanced concepts of health _____
2. Programs in school health _____
3. Programs in community health _____
4. curriculum development and evaluation in health education _____

Sub Total _____(10-14 required)

And

One course from at least three of the following areas to total 6-10 semester hours:

1. The growing and developing organism_____
2. Ecological relationships_____
3. Disease control_____
4. Human sexuality and family life _____
5. Food practices and eating patterns_____
6. Consumer health sources and resources_____
7. Safety_____
8. Mood-modifying substances_____
9. Personal health practices_____
10. Mental/emotional health_____

Sub Total_____ (6-10 required)

Electives_____

Total Hours in Health_____

Meets: JR. High Middle Grades Senior High Major None

1994-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Health Education

Health Education (Grades 9 through 12)

- 1) 24 semester hours in the field.
- 2) Required Health Education Core Component--One course from each of the following areas for a total of 10-14 semester hours:

- a) Theories and concepts of health (anatomy and physiology may not be counted in meeting this requirement.) _____
- b) Programs in school health_____
- c) Programs in community health_____
- d) Curriculum development and evaluation in health education

Sub Total_____ (10-14 required)

3) Additional health education content--**At least 10 semester hours** distributed as follows:

a) At least **one course in human sexuality** or sex education_____

b) At least **one course in drug/chemical use and abuse**_____

c) At least **two courses** chosen from the following list of electives:

i) Mental/emotional health_____

ii) Environmental health_____

iii) Disease prevention and control_____

iv) Nutrition and dietary patterns_____

v) Consumer health_____

vi) Safety and injury control_____

vii)Personal and health practices_____

Sub Total_____

Total Credits_____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Health Education

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

HEALTH OCCUPATIONS

1977

24 semester hours in a health occupations specialty (e.g., medical laboratory, nursing, radiologic technology, inhalation therapy)

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

Graduation from an approved technical-level program in a specific health field with a minimum of 2,000 hours of post-graduate practical work experience in the health specialty in which trained and certified, licensed or registered in the health occupations specialty.

Hours (attach letters from employers verifying work experience)_____

Specialty(attach license, certificate or registration copy_____

Meets: JR. High Middle Grades Senior High Major None

1991-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Health Occupations

Twenty-four (24) semester hours, to include:

- 1) A vocational/occupational education methods course at the upper-division level.

- 2) Twelve (12) semester hours, including at least one course in each of the following areas:
 - a) Introduction to Health Occupations-introduction to various health professions, education requirements, licensure/registration/certification, career mobility, job market, technologies and other information;

 - b) Principles and Philosophies of Vocational Education-nature and purpose of vocational, occupational and career education, their relationships and differences, and the place of each in preparing for the world of work;

 - c) Occupational Analysis and Curriculum Development-upper-division course in a systems approach to curriculum development and instruction methods utilized in vocational and occupational education, includes analyzing operations and jobs, specifying objectives, and developing curriculum;

- d) Occupational Internship-upper-division course(s) of experiential activities which are based upon required occupational skills and knowledge and are related to health occupations. _____

Sub Total_____

Electives_____

Total Credits:_____

3) Endorsement

- a) In addition to the 12 semester hours listed in subsection (2), licensure, registration or certification is required in one health occupations specialty, e.g., respiratory therapy, radiology, medical records technology, medical assisting, nursing or other health occupation.

Licensure Held:_____

- b) In vocational education reimbursable programs, instructors teaching preparation-level courses must have a total of 2,000 hours of work experience in the specific endorsement area being taught. If an instructor teaches in more than one endorsement area, the 2,000 hours shall be distributed among endorsement areas being taught, with a minimum of 250 hours work experience in each endorsement area. Records must be kept by the employing institution to substantiate this experience. Such records may include written statements from supervisors at places of employment who can be reached for verification of the documentation submitted, or, in cases where supervisors are no longer available to verify the employment, affidavits by applicants' instructors stating the facts concerning the work experience in question.

Meets: JR. High Middle Grades Senior High Major None

.7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Health Careers (Occupation Licensure Required)

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

**INDUSTRIAL TECHNOLOGY EDUCATION
(ITE)
Industrial Arts
1958**

16 semester hours in the field with the following minimum preparation for teaching each subject:

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

1. Woodworking (8)
(WO) _____

2. Metal working(8)
(MET) _____

3. Electricity(8)
(ELY) _____

4. Graphic arts(8)
(GRAR) _____

5. Drawing(8)
(DRAW) _____

6. Auto Mechanics(8)
(AUME) _____

Electives _____

Total Credits _____

In addition to preparation in the subject field, teachers of woodworking, metal working and general shop must have four semester hours of preparation in mechanical drawing. General shop teachers must have preparation or acceptable practical experience in each unit taught.

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6)

1962

For teaching in a unit shop or a general shop, 24 semester hours in the field, including work in each shop subject to be taught. Unit shop teachers must **have 8 semester hours** in the subject taught.

Shop Subject:

Courses

Electives _____

Total Credits _____

Vocational teachers who are approved to teach a specific trade or industrial subject and have experience in shop skills and knowledge of their trade may teach the same subject in the field of industrial arts without college preparatory courses in the subject. All other requirements for teaching industrial arts must be met

Meets: JR. High Middle Grades Senior High Major None

1971

24 semester hours in the field including work in each shop subject to be taught. To teach a shop unit, the teacher shall have **8 semester hours** in the subject taught.

Shop Subject

Courses

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

1991-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Industrial Technology Education

- 1) Twenty-four (24) semester hours, to include:
 - a) A vocational/occupational education methods course at the upper-division level.
 - b) Twelve (12) semester hours of laboratory-based courses in industrial technology, including at least **one course in each** of the following content areas:
 - i) Communication Technology-design and drafting, broadcasting, computers in communication, photography, graphic arts, telecommunications;

- ii) Production Technology-managing the enterprise, materials and processes, research and development, producing, marketing, servicing in the manufacturing/construction enterprise;

- iii) Transportation Technology-material handling conveyors, space transportation, atmospheric transportation, marine transportation, terrestrial transportation;

- iv) Energy Utilization Technology-energy conversion, solar resources, wind and water resources, fossil fuels, nuclear energy resources, energy conservation.

Sub Total_____

c) A minimum of one concentration (9 semester hours of laboratory-based courses in addition to the 12 semester hours listed in subsection (1)(b)) in one of the following endorsement areas:

- i) Construction-carpentry, building maintenance, residential and commercial, electricity, painting, plumbing, cement and brick masonry, drywall application and roofing;

(CON) _____

- ii) Electronics-computer repair, radio and television repair, small appliance repair, electrical and electronic instrument repair, electromedical equipment repair, communication equipment installation and repair;

(ELY) _____

- iii) Graphic Communications-press operation, composition and typesetting, commercial art, lithographic press operation, platemaking, photography, printing camera operation;

(GRCO) _____

- iv) Transportation-small gasoline engine repair, aircraft mechanical systems repair, automobile engine repair, diesel engine repair, automobile and truck mechanical systems repair, motor vehicle repair;

(TR) _____

- v) Manufacturing-machine tool operation, tool and die making, sheet metal fabrication, welding and metal fabrication, production cabinet making, plastics-forming and fabrication, machinery maintenance, automated manufacturing equipment set-up and maintenance, numerical control machine operation, computer numerical control machine operation;

(MANU) _____

- vi) Industrial Technology-mechanical systems, hydraulic systems, pneumatic systems, thermal systems, electrical systems, communication systems, transportation systems, production systems, energy and power utilization;

(ITEC) _____

vii)Public Service-fire-fighting technology, police science, criminal justice technology, security services;

(PUSE)_____

viii) Drafting/Design-architectural drafting, mechanical drafting, civil drafting, computer-aided drafting and design, geometric construction, industrial design;

(DRDE)_____

ix) Autobody Repair-frame inspection and alignment, body and fender repair, glass installation, vinyl top repair, automotive painting;

(AURE)_____

x) Heating, Ventilation and Air Conditioning-installation and repair of heating, air conditioning and ventilation systems; installation and repair of refrigeration and air conditioning systems.

(HVAC)_____

Electives_____

Sub Total_____

Total Credits_____

2) To provide instruction at the preparation level, teachers must hold an endorsement that corresponds to their area of instruction.

3) In vocational education reimbursable programs, instructors teaching preparation-level courses must have a total of 2,000 hours of work experience in each specific endorsement area being taught. If an instructor teaches in more than one endorsement area, the 2,000 hours shall be distributed among endorsement areas being taught, with a minimum of 250 hours work experience in each endorsement area. Records must be kept by the employing institution to substantiate this experience. Such records may include written statements from supervisors at places of employment who can be reached for verification of the documentation submitted, or, in cases where supervisors are no longer available to verify the employment, affidavits by applicants' instructors stating the facts concerning the work experience in question

Meets: JR. High Middle Grades Major None

Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7 8 9 10)

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Technology Education

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

JOURNALISM **
(JO)
A subset of English/Language Arts**

Record courses on the lines provided in the following sequence: [Sem.Credits\(Course# /College #\)](#)

1958

Sixteen (16) semester hours in the field including preparation in

- publication and reporting, _____
- printing and publishing, _____
- and copy reading _____

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

1964-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Journalism

8 semester hours in journalism and 16 semester hours in English, or 18 semester hours in journalism and 6 semester hours in rhetoric and composition.

- Journalism _____
- English _____
- Rhetoric/Composition _____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements English/Language Arts (Note: A person who possesses the new endorsement is qualified to teach Journalism and all other subjects included under English/Language Arts)

A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**

24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.

If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

LANGUAGE ARTS-ENGLISH**
(LA)

Record courses on the lines provided in the following sequence: Sem.Credits(Course#)

1958

Sixteen (16) semester hours in the field including preparation in

- rhetoric, _____
- composition, _____
- English literature and _____
- American literature. _____
- Teachers of business English shall have at least sixteen (16) semester hours of preparation in the field of commerce in addition to the above specified preparation in the field of English.

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

1964-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Language Arts/English

24 semester hours in the field including

- 6 semester hours in rhetoric and composition and _____
- not more than 8 semester hours in speech and journalism.
- _____
- To teach grammar, American Literature, English Literature, reading or dramatics, the English teacher must have one course in the subject.
- Electives _____

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements English/Language Arts (Note: A person who possesses the new endorsement is qualified to teach Journalism and all other subjects included under English/Language Arts)

A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**

24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.

If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

MATHEMATICS**
(MATH)

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

1958

Sixteen (16) semester hours in the field. Credit may be allowed to the extent of two (2) semester hours for each half unit of mathematics earned in high school above the elementary courses in general mathematics, algebra, and plane geometry not to exceed a total of six (6) semester hours. Duplicate credit for a high school course repeated in college is not acceptable. After September 1, 1961, no credit will be allowed for high school mathematics unless such credit is approved by a higher institution and is noted on the official transcript.

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

9/1/1962

20 semester hours in the field. NOTE: No credit may be allowed for high school mathematics unless such credit is approved by an institution of higher learning, and it is noted on the official transcript; in this case 1 semester hour may be allowed for each unit of high school mathematics, not to exceed 4 semester hours.

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

9/1/85-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Mathematics

- 1) In grades 9-12
25 semester hours in the field, including:

- a) minimum of 8 semester hours from calculus,

 - b) 3 semester hours of coursework in the teaching of secondary school mathematics;

- and
- c) 14 semester hours of work from at least four of the following areas
 - i) Computer Science _____
 - ii) Linear Algebra _____
 - iii) Modern Algebra _____
 - iv) Geometry _____
 - v) Applied Mathematics _____
 - vi) Probability and Statistics _____
 - vii) History of Mathematics _____
- Total Credits** _____

Meets: Senior High O Major O None O

2) In grades 6-8

18 semester hours in the field including:

- a) 3 semester hours in the methods of teaching mathematics in grades 6-8

(those with the 9-12 methods course need not take another methods course for 6-8).

- b) 15 semester hours to be selected from four of the following areas:
 - i) Math content courses for elementary teachers _____
 - ii) Calculus _____
 - iii) Modern algebra or number theory _____
 - iv) Geometry _____
 - v) Computer science _____
 - vi) Probability and statistics _____
 - vii) History of mathematics _____

Electives _____

Total Credits _____

- 2) These requirements are not applicable to personnel employed prior to September 1, 1985

Meets: JR. High Middle Grades Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Mathematics (Note: The requirements for teaching middle grades mathematics are the same as listed in the previous set [1985-2004])

A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**

24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.

If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.

MEDIA (MED)

The following requirements for media related areas apply at all grade levels; the teacher must hold a valid certificate for the grade level, elementary or secondary.

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

1962

Coordinator of Instructional Materials: 20semester hours in the field,

- including 12 semester hours in library science;

- 3 semester hours in organization and administration; and

- 5 semester hours in audio-visual and related areas.

Total Credits _____

Librarian: 16 semester hours in library science, including

- 3 semester hours in organization and administration. _____

Total Credits _____

Audio-visual Director: 6 semester hours, or 2 courses in audio-visual education. _____

Total Credits: _____

1964

Coordinator of Instructional Materials: 20semester hours in the field, including

- 12 semester hours in library science;

- 3 semester hours in organization and administration; and

- 5 semester hours in audio-visual and related areas.

Total Credits _____

Librarian: 16 semester hours in library science, including

- 3 semester hours in organization and administration. _____

Total Credits _____

Audio-visual Coordinator: 6 semester hours, or 2 courses in audio-visual services _____

Total Credits _____

Instructional Materials Specialist. 32 semester hours of library and audiovisual services _____

Total Credits _____

1971

Instructional Media Specialist: 24 semester hours with at least

- 9 in audiovisual and _____
 - 15 in library science, including training in administration, organization, selection, production and communications
-

Total Credits _____

School Librarian: 18 semester hours in library science, including organization and administration, cataloging and classification, reference, and materials

Total Credits _____

Audiovisual Coordinator: 9 semester hours in audiovisual education

Total Credits _____

Media (instructional materials) specialist: 32 semester hours in media (instructional materials, library science, audiovisual) including training in administration, organization, selection, production, and communications

Total Credits _____

School library specialist: 32 semester hours in library science

Total Credits _____

Audiovisual specialist: 32 semester hours in audiovisual education

Total Credits _____

1977-6/30/2006

Preparation of Persons Providing Media Services

- 1) Media Professional: responsible for both library and audio-visual services to students, teachers and other school personnel.

Appropriate teacher certificate. Work in the field: 18 semester hours in library science-media; professional preparation (at four-year college and/or graduate levels) in administration, organization (cataloging and classification), reference, and selection of materials (elementary and/or secondary levels). **NOTE: We accept courses at the undergraduate level to meet this requirement.**

administration, _____
organization (cataloging and classification) _____
reference and _____
selection of materials for both elementary and secondary levels _____,
production and communications _____.

- 2) Media Specialist: responsible for both library and audio-visual services to students, teachers and other school personnel.

Standard Special Certificate with Library Science-Media (instructional materials) Teaching Endorsement. Work in field: 32 semester hours in media (instructional materials, library science, audio-visual) including professional preparation (at four-year college and/or graduate levels) in: administration, organization (cataloging and classification, reference and selection of materials for both elementary and secondary levels, production and communications.

- 3) Media Supervisor or Director: works with teachers and supervises other media professionals and specialists.

Supervisory or Standard Special Supervisory Endorsement, or the General Supervisory Endorsement (Administrative Certificate) with specialization in media.

- 4) These standards do not apply to those individuals employed prior to September 1, 1978.

7/1/2006-Present

Library Information Specialist On July 1, 2006

Individuals seeking the secondary level endorsement in Library Information Specialist will be required to complete either a major in the content area or they must have 24 semester hours of content and pass the content test for Library Information Specialist.

MUSIC
(MUS)**

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

1958

Sixteen (16) semester hours in the field with the following minimum preparation in each subject:

1) Music Appreciation-four (4) semester hours

2) Theory and Harmony-six (6) semester hours

3) History of Music- four (4) semester hours

4) Band/Orchestra:

3 semester hours in instrumental methods and conducting

10 semester hours in applied music

5) Chorus must include at least 10 semester hours in voice.

Total Credits _____

(A composite course requires minimum preparation in the field of music and the amount of preparation specified in each branch of music included in the course.)

Meets: JR. High Middle Grades Major None

Senior High (Circle endorsement number(s): 1 2 3 4 5)

1964

20 semester hours in the field, including work in each of the following:

1)Applied music _____

2)Music theory _____

3)Conducting _____

4)History of music _____

5)Methods and materials for general public school music _____

Total _____

Meets: JR. High Middle Grades Senior High Major None

1977-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Music

1) Vocal (MUSV)

24 Semester hours in the field, including:

a)Applied vocal music _____

b)Music theory _____

c)Conducting _____

d)History of music _____

e)Methods and materials for general school vocal music _____

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

2) Music/Instrumental (MUSI)

24 semester hours in the field, including:

a)Applied instrumental music _____

b)Music theory _____

c)Conducting _____

d)Methods and materials for general school instrumental music _____

e)History of music _____

Total Credits _____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Music:

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.
- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content

PHYSICAL EDUCATION (PE)

Note: Qualification in health does not equate to qualification in physical education; each subject has its own requirements that are not interchangeable.

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

1958

Sixteen semester hours in the field.

Total Credits_____

1962

Twenty semester hours in the field including work in each of the following:

1. Team Sports_____
2. Individual activities_____
3. Rhythms_____
4. Body mechanics and basic exercises_____
5. Organization and administration of physical education classes_____
6. Health education_____

Total Credits_____

1977

Twenty semester hours in the field including the following:

A. 5 semester hours from at least two of these areas:

1. Anatomy_____
2. Physiology_____
3. Kinesiology_____
4. Physiology of Exercise_____

Sub total_____

B. One course from each of the three areas below to total 5 semester hours

5. Dance and/or rhythmic activities _____

6. Individual-dual activities _____

7. Team sports _____

Sub total _____

C. 10 semester hours to be selected from at least three of the four areas listed below

8. Instructional methods for physical education _____

9. Curriculum design for physical education _____

10. Physical education for the atypical child _____

11. Physical education for the elementary school (required for elementary school) _____

Sub total _____

Electives _____

Total Credits _____

This standard does not apply to those individuals employed prior to September 1, 1978

Meets: JR. High Middle Grades Senior High Major None

1994-6/30/04

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Physical Education

Physical Education (Grades 9 through 12)

1) 24 semester hours in the field

2) Knowledge and skill acquisition. **At least one course in each of the following**, for a total of **at least 6 semester** hours:

a) Health-related fitness (e.g., conditioning, aerobic fitness exercise, stress management) _____

b) Rhythm and dance _____

c) Individual sports/activities _____

d) Team sports _____

Sub Total _____

3) Scientific foundations

At least 9 semester hours distributed as follows:

a) 3 semester hours earned in at least one of the following:

i) Human anatomy_____

ii) Human physiology_____

Sub Total_____

b) 6 semester hours from at least two of the following areas:

i) Exercise physiology_____

ii) Kinesiology or biomechanics_____

iii) Motor learning, motor behavior, or motor development

Sub Total_____

c) Curriculum and instruction--At least one course in each of the following, all of which must explicitly include an emphasis on both regular and special populations:

i) Curriculum design in physical education_____

ii) Instructional strategies/methodology in physical education

iii) Assessment/evaluation of physical education (learning assessment and program evaluation) _____

Total Credits_____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements Physical Education:

- A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**
- 24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.

- If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content

PHYSICAL SCIENCE**
(PHSC)

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

1958

Sixteen (16) semester hours in the field with the following minimum preparation in each subject:

1)Astronomy—five (5) semester hours
(ASMY)_____

2)Chemistry—ten (10) semester hours
(CH)_____

3)Geology—eight (8) semester hours
(GEOL)_____

4)Physiography—five (5) semester hours
(PHGE)_____

5)Physics—ten (10) semester hours
(PHYS)_____

Electives_____

Total Credits_____

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5)

It is recommended that a teacher of astronomy, chemistry, or physics have minimum preparation as a teacher of mathematics.

1964-6/30/04

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Science, Physical

Note: We do not require the laboratory courses.

24 semester hours in the field, including the semester hours indicated in the subject to be taught:

1) Astronomy-5 semester hours
(ASMY)_____

2) Chemistry-10 semester hours including 4 semester hours in laboratory work
(CH)_____

3) Geology-8 semester hours
(GEOL) _____

4) Physics-10 semester hours including 4 semester hours in laboratory work
(PHYS) _____

5) Physiography-5 semester hours
(PHGE) _____

6) Aerospace-5 semester hours
(AE) _____

7) Earth science-8 semester hours
(EASC) _____

Electives: _____

Total Credits _____

AGENCY NOTE: In astronomy, geology, and earth science, it is recommended that field experiences be included as part of the hourly requirements. In addition, it is recommended that a teacher of astronomy, chemistry, or physics have the minimum preparation required of a mathematics teacher.

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7)

**7/1/2004-Present
Endorsement Science
Designations: Biology, Chemistry, Earth and Space,
Environmental, Physics**

Note: the endorsement structure now in place authorizes a person with an endorsement in science to teach all science and the designation allows the person to teach that subject in advanced placement or honors courses.

Applicants seeking a first Science designation

Applicants seeking a first designation must

- complete an approved Illinois program and pass the content area examination for the designation or
- must have 32 semester hours in science with at least
 - 12 semester hours in the designation and

- some work covering at least two other designations in the field and
- pass the content area examination for the designation.

Applicants who already have a designation in science

Applicants who have a previous designation in science may obtain an additional designation in science by either

- Passing the content area examination for the designation or
- Having 32 semester hours in the designation.

Applicants with an endorsement before 7/1/04 in science seeking a designation

Applicants who have an endorsement under the pre-July, 2004, requirements in the field of science may obtain a designation by passing the new content area test for the designation. They may then obtain subsequent designations as indicated in the preceding paragraph.

PSYCHOLOGY
(PS)
1964-6/30/2004

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Psychology

20 semester hours in the field

Agency Note: Psychology courses may be included in the 24 semester hours required for endorsement in Social Science.

7/1/2004-Present
Endorsement Social Science
Designation: Psychology

Note: the endorsement structure now in place authorizes a person with an endorsement in social science to teach all social science and the designation allows the person to teach that subject in advanced placement or honors courses.

Applicants seeking a first social science designation

Applicants seeking a first designation must

- complete an approved Illinois program and pass the content area examination for the designation or
- must have 32 semester hours in social science with at least
 - 12 semester hours in the designation and
 - some work covering at least two other designations in the field and
 - pass the content area examination for the designation.

Applicants who already have a designation in social science

Applicants who have a previous designation in social science may obtain an additional designation in social science science by either

- Passing the content area examination for the designation or
- Having 32 semester hours in the designation.

Applicants with an endorsement before 7/1/04 in social science seeking a designation

Applicants who have an endorsement under the pre-July, 2004, requirements in the field of social science may obtain a designation by passing the new content area test for the designation. They may then obtain subsequent designations as indicated in the preceding paragraph.

READING
(READ)**

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

1978-6/30/2006

Required of all K-12 Reading Specialists, i.e., those teachers whose major teaching assignment is reading.

Note: The 18 hour reading endorsement is required when a person teaches reading at any grade level for 50% or more of his/her assignment.

- 1) 18 semester hours of graduate/undergraduate level work in the field, including preparation in the following areas:
 - a) Foundation or survey of reading fundamentals including reading in the content areas. _____
 - b) Testing procedures and diagnosis of reading disabilities.

 - c) Diagnostic teaching techniques and materials.

 - d) Clinical or laboratory practicum in reading.

 - e) Literature appropriate for the age of students included in the program.

Total Credits _____

- 3) This standard does not apply to those individuals employed prior to September 1, 1978.

Meets: JR. High Middle Grades Senior High Major None

7/1/2006-Present

Requirements for Secondary Level Endorsement in Reading Teacher

The Reading Teacher endorsement is the minimum requirement for anyone assigned to teach reading who is not teaching reading as part of general classroom instruction. Teachers who have the endorsement by June 30, 2006, or meet the endorsement requirements in place through June 30, 2006, are also qualified to provide technical assistance to other teachers and to provide professional development to teachers.

Requirements:

- Pass either the Reading Teacher or Reading Specialist exam and
- Complete at least 24 semester hours of coursework, **including a practicum**, through an approved reading teacher program and be recommended for the endorsement by the university **OR**
- Pass the Reading Teacher or Reading specialist exam and complete 24 hours of credit in reading, **including a practicum**, distributed through the following areas:
 1. Foundations of reading,
 2. Content-Area Reading,
 3. Assessment and diagnosis of reading problems,
 4. Developmental and remedial reading instruction and support,
 5. Developmental and remedial materials and resources, and
 6. Literature appropriate to students in all grade levels

Requirements for Endorsement in Reading Specialist

The reading specialist endorsement on the Special certificate is available to persons

- who complete an approved reading specialist program,
- who have a master's or higher degree,
- who pass the reading specialist content-area examination and
- who pass any other applicable examinations required for certification.

This endorsement requires two years of teaching experience. It may also be issued as an endorsement on an existing Early Childhood, Elementary, Special or Secondary certificate for service at the grade level of the certificate. Except as noted under the reading teacher requirements, the reading specialist is the only person authorized to teach reading and to provide technical assistance or professional development to teachers. All persons who were previously issued special certificates in reading were given the new Reading Specialist endorsement.

SAFETY AND DRIVER EDUCATION (SDE)

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Safety and Driver Education

16 semester hours in the field, including preparation as follows:

- 1) 3 semester hours in general safety_____
- 2) 5 semester hours in driver education and advanced traffic safety_____
- 3) 8 semester hours chosen from two or more of the following areas
 - a) General safety, including traffic and industrial safety_____
 - b) Advanced psychology and sociology_____
 - c) First aid and health education_____
 - d) Instructional materials_____

Total Credits_____

- 4) Teachers assigned to either simulation or multiple-car programs shall have preparation in the use of these methods which shall consist of a minimum of 1 semester hour or its equivalent in each area.

Meets: JR. High Middle Grades Senior High Major None

SOCIAL SCIENCE (SOSC)

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)

Note: Courses designed to train a person in city management or in law and similar or related professions do not apply to social science. Psychology courses may be counted toward this requirement as well as toward the psychology requirement.

1958

Sixteen (16) semester hours of preparation including the following minimum preparation in each subject:

1)**Civics-political science—eight (8) semester hours
(CPS)_____

2)**Economics— eight (8) semester hours
(EC)_____

3)Sociology— eight (8) semester hours
(SO)_____

4)**Geography— eight (8) semester hours
(GEOG)_____

5)**American history— eight (8) semester hours
(AMHI)_____

6)**European history— eight (8) semester hours
(EUHI)_____

7)**World history-- eight (8) semester hours in European history and five
(5) in American history
(WOHI)_____

A teacher of any history course is expected to have completed at least sixteen (16) semester hours of preparation in the field of history_____

Electives_____

Total Credits_____

Meets: JR. High Middle Grades Major None

Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7)

1964-6/30/2004

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Social Science.

24 semester hours in the field, including the semester hours indicated in each subject to be taught.

1) **United States History-8 semester hours
(USHI)_____

2)**Civics, Political Science-8 semester hours
(CPS)_____

3) **Economics-8 semester hours
(EC)_____

4) **Geography-8 semester hours
(GEOG)_____

5) Sociology-8 semester hours
(SO)_____

6) **World History-8 semester hours in World History, 5 semester hours
in U.S. History
(WOHI)_____

7) Anthropology-5 semester hours
(AN)_____

AGENCY NOTE: Every history teacher shall have 16 semester hours in history.

Electives_____

Total Credits_____

Meets: JR. High Middle Grades Major None
Senior High (Circle endorsement number(s): 1 2 3 4 5 6 7)

7/1/2004-Present
Endorsement Social Science

Designations: History, Geography, Economics, Political Science, Sociology & Anthropology, Psychology

Note: the endorsement structure now in place authorizes a person with an endorsement in social science to teach all social science and the designation allows the person to teach that subject in advanced placement or honors courses.

Applicants seeking a first social science designation

Applicants seeking a first designation must

- complete an approved Illinois program and pass the content area examination for the designation or
- must have 32 semester hours in social science with at least
 - 12 semester hours in the designation and
 - some work covering at least two other designations in the field and
 - pass the content area examination for the designation.

Applicants who already have a designation in social science

Applicants who have a previous designation in social science may obtain an additional designation in social science by either

- Passing the content area examination for the designation or
- Having 32 semester hours in the designation.

Applicants with an endorsement before 7/1/04 in social science seeking a designation

Applicants who have an endorsement under the pre-July, 2004, requirements in the field of social science may obtain a designation by passing the new content area test for the designation. They may then obtain subsequent designations as indicated in the preceding paragraph.

SPEECH**
A Subset of English/Language Arts
(SP)

Record courses on the lines provided in the following sequence: Sem.Credits (Course#)
1958

Sixteen (16) semester hours in the field including a minimum of six (6) semester hours of rhetoric and composition.

Meets: JR. High Middle Grades Senior High Major None

1964

8 semester hours in speech and 16 semester hours in English or 18 semester hours in speech and 6 semester hours in rhetoric and composition.

Speech _____
English _____
Rhetoric/Comp _____

Meets: JR. High Middle Grades Senior High Major None

1977-6/30/04

Minimum Requirements for Secondary Teachers and Specified Subject-Area Teachers for Speech

- 1) 8 semester hours in speech selected from at least three of the following four areas:
 - public speaking, _____
 - interpersonal communication, _____
 - oral interpretation _____
 - group discussion and _____
 - 16 semester hours in English;or _____

- 2) 18 semester hours in speech, selected from the four areas listed above, and
 - 6 semester hours in rhetoric and composition _____

Meets: JR. High Middle Grades Senior High Major None

7/1/2004-Present

New Rules effective July 1, 2004, changed the requirements for endorsing new certificates and for adding new endorsements to previously issued certificates.

Secondary-Level Endorsement Requirements English/Language Arts (Note: A person who possesses the new endorsement is qualified to teach Speech and all other subjects included under English/Language Arts)

A major in the content area indicated on the transcript or 32 semester hours in the content area; **OR**

24 semester hours in content courses completed at one or more institutions and passing the relevant content area test.

If a person seeks an endorsement in a subject where there is no content test, the default requirement is a major or 32 semester hours of content.