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AUTHORITY: Implementing Article 21 and Section 14C-8 and authorized by Section 2-3.6 of the School Code [105 ILCS 5/Art. 21, 14C-8, and 2-3.6].


NOTE: Capitalization denotes statutory language.

SUBPART B: CERTIFICATES

Section 25.11 New Certificates (February 15, 2000)
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Section 21-2 of the School Code [105 ILCS 5/21-2] establishes a new system of teaching certificates effective February 15, 2000. A complete list of the certificates that will be available as of that date is found in Appendix B to this Part. The transition to the new system will affect certified individuals and candidates for certification as set forth in this Section.

a) Holders of certain current Illinois teaching certificates shall receive corresponding standard teaching certificates when they next renew any of their current certificates.

1) Certificates subject to exchange are listed in Appendix C to this Part.

2) No certificate-holder shall be penalized in the exchange of certificates. Each endorsement held by a certificate-holder prior to February 15, 2000, shall be recorded on the appropriate certificate received pursuant to this subsection (a). Qualifications accepted for particular teaching assignments prior to February 15, 2000, shall continue to be acceptable for those assignments.

b) Out-of-state candidates who qualify for Illinois teaching certificates pursuant to Section 25.425 of this Part and who pass the applicable examinations shall receive either initial or standard teaching certificates, and those who receive initial certificates shall be subject to the requirements of subsection (d) of this Section in terms of their subsequent receipt of standard teaching certificates. For out-of-state candidates, the “applicable examinations” for a standard certificate shall be those required for the comparable initial certificate. An out-of-state applicant who does not qualify for an initial or standard certificate may qualify to receive a provisional certificate subject to the provisions of Section 21-10 of the School Code [105 ILCS 5/21-10].

1) Standard certificates will be issued to candidates who present evidence of at least four years of teaching experience on a valid certificate issued by a state, territory, or possession of the United States, unless a candidate elects to receive an initial certificate to afford himself or herself time to complete the requirements of Subpart K of this Part.

2) Initial certificates will be issued to qualified candidates with fewer than four years of teaching experience. A recipient of an initial certificate pursuant to this subsection (b)(2) shall be eligible to apply for a comparable standard certificate when he or she has accumulated a total of four years’ teaching experience on a valid certificate and may either count
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his or her teaching time outside Illinois or elect to wait until he or she has accumulated four years’ teaching on the Illinois initial certificate.

3) Certificates will be endorsed according to the coursework presented and the examination(s) passed.

c) A candidate completing an approved Illinois teacher preparation program on or after February 15, 2000, may qualify for an initial teaching certificate by passing the applicable examinations as set forth in Section 25.20, 25.30, 25.40, or 25.80 of this Part.

d) An individual who has completed four years of teaching on an initial certificate (or on another certificate that was issued in conjunction with an initial certificate) may qualify for a comparable standard certificate as set forth in Subpart K of this Part.

1) All endorsements shall be carried forward from an initial to the comparable standard certificate.

2) A candidate who does not complete four years of teaching within twelve years after his or her initial certificate is issued may receive another initial certificate by taking and passing the initial certification examinations required at that time and meeting all other requirements then in force for that certificate.

3) A candidate who has taught for four years on an initial certificate but has not met the requirements of Subpart K of this Part may not receive another comparable initial teaching certificate. For example, a holder of an initial elementary certificate will not be eligible to receive another initial elementary certificate. However, such an individual may receive a reinstated certificate, valid for one year, during which he or she may complete the option chosen as a means of qualifying for the standard teaching certificate. No initial certificate-holder may receive a reinstated certificate more than once pursuant to this subsection (d)(3).

4) When an individual completes four years of teaching experience on an initial certificate, that certificate shall become invalid on the following June 30.

e) A holder of a standard Illinois teaching certificate who has at least four years of teaching experience on a valid certificate as required by Section 21-11.2 of the
School Code [105 ILCS 5/21-11.2] may receive an additional standard certificate of another type by passing the examinations required for the comparable initial certificate and by meeting the other requirements for that certificate set forth in this Subpart B (see Sections 25.20, 25.30, 25.40, 25.43, 25.45, and/or 25.80 of this Part, as applicable) as set forth in Section 25.35 of this Part.

f) “Four years of teaching experience” means the equivalent of four years’ full-time employment, i.e., eight semesters of scheduled full-time teaching, which may, however, be accumulated in any combination of increments. That is, it need not be accumulated through full-time teaching.

g) “Evidence of teaching experience” means a letter signed by the chief administrator or other designated official of the employing school district or nonpublic school documenting the nature and duration of the candidate’s teaching. Experience gained while teaching in a home school shall not be applicable to the fulfillment of this requirement.

h) For purposes of this Section, “valid certificate” means a certificate equivalent to an Illinois master, standard, initial, or provisional early childhood, elementary, secondary, or special certificate.

i) Upon application, a holder of certification issued by the National Board for Professional Teaching Standards shall be issued a comparable Illinois master certificate as shown in Appendix D to this Part. Endorsements comparable to those held by the individual shall appear on the master certificate.

(Source: Amended at 27 Ill. Reg. _____, effective _____________)

Section 25.20 Requirements for Initial the Elementary Certificate

a) Each applicant shall either:

1) have completed an approved Illinois teacher preparation program for the elementary certificate (see Subpart C of this Part); or

2) have completed a comparable program in another state or country or hold an elementary or comparable certificate issued by another state or country (see Sections 25.425 and 25.495 of this Part); or

3) hold a valid certificate of another type issued by Illinois, or another state and have less than four years of teaching experience as defined in Section
25.11(g) of this Part submit his or her credentials for evaluation as provided in Section 21-11.2 of the School Code [105 ILCS 5/21-11.2], and, if the evaluation demonstrates that the candidate has not met any of the requirements of subsections (b) through (d) of this Section or has not completed the semester hours of study listed in this subsection (a)(3), remove the applicable deficiency or deficiencies as provided in Section 25.35 of this Part.

A) Educational psychology 2

B) Methods and techniques of teaching on the elementary level 2

C) History and/or philosophy of education 2

D) Methods of teaching reading 2


F) Pre-student teaching clinical experiences equivalent to 100 clock hours

G) Student teaching (grades K-9) 5

H) Electives to total 16 semester hours 3

b) Each applicant shall have completed pre-student teaching clinical experiences (see Section 25.610 of this Part), except that applicants with teaching experience at the K-9 level, as verified by the employer, need not complete pre-student teaching clinical experience.

c) Each applicant shall have completed student teaching in conformance with the requirements of Section 25.620 of this Part, except that applicants presenting the required credit in student teaching and evidence of teaching experience, as verified by the employer, need not complete another student teaching experience.
d) Each applicant shall be required to pass the test of basic skills and the applicable test of subject matter knowledge (see Subpart I of this Part). Each individual submitting an application on or after October 1, 2003, shall also be required to pass the assessment of professional teaching (APT) relevant to the elementary certificate, which shall be based upon the standards set forth in 23 Ill. Adm. Code 24 (Standards for All Illinois Teachers). Beginning July 1, 2004, the test of subject matter knowledge shall be based upon the applicable standards set forth in 23 Ill. Adm. Code 26 (Standards for Certification in Early Childhood Education and in Elementary Education).

(Source: Amended at 27 Ill. Reg. _____, effective _____________)

Section 25.30 Requirements for Initial the Secondary Certificate

a) Each applicant shall either:

1) have completed an approved Illinois teacher preparation program for the secondary certificate (see Subpart C of this Part); or

2) have completed a comparable program in another state or country or hold a secondary or comparable certificate issued by another state or country (see Sections 25.425 and 25.495 of this Part); or

3) hold a valid certificate of another type issued by Illinois, or another state and have less than four years of teaching experience as defined in Section 25.11(g) of this Part submit his or her credentials for evaluation as provided in Section 21-11.2 of the School Code, and, if the evaluation demonstrates that the candidate has not met any of the requirements of subsections (b) through (e) of this Section or has not completed the semester hours of study listed in this subsection (a)(3), remove the applicable deficiency or deficiencies as provided in Section 25.35 of this Part.

A) Educational psychology, including human growth and development 2

B) Methods and techniques of teaching on the secondary level or in a teaching field 2

C) History and/or philosophy of education 2

E) Pre-student teaching clinical experiences equivalent to 100 clock hours

F) Student teaching (grades 6-12) 5

G) Electives to total 16 semester hours 5

b) Each applicant shall have completed pre-student teaching clinical experiences (see Section 25.610 of this Part), except that applicants with teaching experience at the 6-12 level, as verified by the employer, need not complete pre-student teaching clinical experience.

c) Each applicant shall have completed student teaching in conformance with the requirements of Section 25.620 of this Part, except that applicants presenting the required credit in student teaching and evidence of teaching experience, as verified by the employer, need not complete another student teaching experience.

d) One major area of specialization, totaling 32 semester hours or as otherwise identified by the accredited institution on the individual’s official transcript, shall be required through June 30, 2003.

e) Each applicant shall be required to pass the test of basic skills and the applicable test of subject-matter knowledge (see Subpart I of this Part). Each individual submitting an application on or after October 1, 2003, shall also be required to pass the assessment of professional teaching (APT) relevant to the secondary certificate, which shall be based upon the standards set forth in 23 Ill. Adm. Code 24 (Standards for All Illinois Teachers). Beginning July 1, 2004, the test of subject matter knowledge shall be based upon the applicable standards set forth in 23 Ill. Adm. Code 27 (Standards for Certification in Specific Teaching Fields).

(Source: Amended at 27 Ill. Reg. ____, effective ______________)

Section 25.35 Temporary Provisions for the Acquisition of Subsequent Standard Certificates; Removal of Deficiencies
Until October 1, 2003, the provisions of this Section shall apply when an individual who already holds one or more Illinois standard teaching certificates applies to receive an elementary or high-school additional certificate through transcript evaluation pursuant to Section 21-11.2 of the School Code.

a) The applicant shall submit to the State Teacher Certification Board of Education, through the office of a regional superintendent of schools:

1) a completed application form;

2) an official transcript of any college credits not already on file with the Certification Board;

3) a letter, signed by the superintendent of the employing district or other authorized official, documenting at least three months’ full-time teaching experience on a valid Illinois elementary, secondary, special, or early childhood certificate; and

4) the application fee required by Section 21-12 of the School Code.

b) An applicant shall qualify for the certificate in question if he or she demonstrates that he or she has met the professional education requirements that, prior to May 1, 2000, were enumerated in Section 25.20(b) or Section 25.30(b) of this Part, as applicable.

c) A deficiency statement shall be issued when an applicant does not qualify for the requested certificate. An applicant who receives a deficiency statement shall present it to an institution that operates a teacher preparation program approved pursuant to Subpart C of this Part. With the assistance of the State Board of Education, the institution shall:

1) compare the applicant’s deficiency to the coursework it offers that corresponds to the NCATE standards for professional education (see Section 25.115 of this Part) or that addresses the content area, as applicable; and

2) advise the applicant as to the coursework needed to remedy the deficiency.

d) An applicant may remove deficiencies and qualify for the certificate on the
original fee, provided that he or she completes the requirements and passes the tests of basic skills and subject matter knowledge on or before September 30, 2003 applicable tests in keeping with Sections 25.427 and 25.720 of this Part.

(Source: Amended at 27 Ill. Reg. ____, effective _____________)

Section 25.40 Requirements for Initial Special K-12 Certificate

a) Each applicant shall either:

1) have completed an approved Illinois teacher preparation program for the special K-12 certificate (see Subpart C of this Part); or

2) have completed a comparable program in another state or country or hold a special K-12 or comparable certificate issued by another state or country (see Sections 25.425 and 25.495 of this Part); or

3) hold a valid certificate of another type issued by Illinois, or another state and have less than four years of teaching experience as defined in Section 25.11(g) of this Part submit his or her credentials for evaluation as provided in Section 21-11.2 of the School Code, and, if the evaluation demonstrates that the candidate has not met any of the requirements of subsections (b) through (e) of this Section or has not completed the semester hours of study listed in this subsection (a)(3), remove the applicable deficiency or deficiencies as provided in Section 25.35 of this Part.

b) Through June 30, 2003, the professional education requirements for the initial special K-12 certificate (in semester hours) are:

1) A) Educational Psychology, including Human Growth and Development 2

2) B) Methods and Techniques of Teaching in the area of specialization 2

3) C) History and/or Philosophy of Education 2

4) D) Pre-student Teaching Clinical Experiences at the Elementary and Secondary Levels Equivalent to 100 Clock Hours in the Area of Specialization
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5) E) Coursework, equivalent to three semester hours, on the psychology of exceptional children, identification of exceptional children, and methods of teaching exceptional children. Learning Disabilities must be explicitly included in this coursework. Coursework addressing THE PSYCHOLOGY OF, THE IDENTIFICATION OF, AND THE METHODS OF INSTRUCTION FOR THE EXCEPTIONAL CHILD, INCLUDING WITHOUT LIMITATION THE LEARNING DISABLED (Section 21-2a of the School Code)

6) F) Student Teaching in Area of Specialization and at K-12 Level

7) G) Electives to Total 16 Semester Hours (may include additional coursework in the areas enumerated in this subsection (a)(2) and/or in guidance, tests and measurements, methods of teaching reading, and instructional materials).

b) e) Each applicant shall have completed pre-student teaching clinical experiences (see Section 25.610 of this Part), except that applicants with teaching experience in the field of specialization, as verified by the employer, need not complete pre-student teaching clinical experience.

c) d) Each applicant shall have completed student teaching in conformance with the requirements of Section 25.620 of this Part, except that applicants presenting the required credit in student teaching and evidence of teaching experience, as verified by the employer, need not complete another student teaching experience.

d) e) One major area of specialization totaling 32 semester hours or as otherwise identified by the accredited institution on the individual’s official transcript, shall be required through June 30, 2003.

e) f) Each applicant shall be required to pass the test of basic skills and the applicable test of subject matter knowledge (see Subpart I of this Part). Each individual submitting an application on or after October 1, 2003, shall also be required to pass the assessment of professional teaching (APT) relevant to the special certificate, which shall be based upon the standards set forth in 23 Ill. Adm. Code
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24 (Standards for All Illinois Teachers). Beginning July 1, 2004, the test of subject matter knowledge shall be based upon the relevant standards set forth in 23 Ill. Adm. Code 27 (Standards for Certification in Specific Teaching Fields).

(Source: Amended at 27 Ill. Reg. _____, effective _____________)

Section 25.80 Requirements for Initial the Early Childhood Certificate

a) Each applicant shall either:

1) have completed an approved Illinois teacher preparation program for the early childhood certificate (see Subpart C of this Part); or

2) have completed a comparable program in another state or country or hold an early childhood or comparable certificate issued by another state or country (see Sections 25.425 and 25.495 of this Part); or

3) hold a valid certificate of another type issued by Illinois, or another state and have less than four years of teaching experience as defined in Section 25.11(g) of this Part submit his or her credentials for evaluation as provided in Section 21-11.2 of the School Code, and, if the evaluation demonstrates that the candidate has not met any of the requirements of subsections (b) through (d) of this Section or has not completed the semester hours of study listed in this subsection (a)(3), remove the applicable deficiency or deficiencies as provided in Section 25.35 of this Part.

b) Through June 30, 2003, the professional education requirements for the initial early childhood certificate (in semester hours) are:

1) A) Child growth and development with emphasis on the young child 3

2) B) History and philosophy of early childhood education 3

3) C) Types of instructional methods, including types of activity/learning centers, individualization, educational play, and media and their utilization in extending the child's understanding of art, music, literature, reading instruction, mathematics, natural and social science 4
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4) D) Methods of teaching reading, with emphasis on the young child     2
5) E) Techniques and methodologies of teaching language arts, mathematics, science and social studies at the primary level     4
6) F) The development and acquisition of language in young children     2
7) G) Child, family and community relationships     3
8) H) Coursework, equivalent to three semester hours, on the psychology of exceptional children, identification of exceptional children and methods of teaching exceptional children. Learning disabilities must be explicitly included in this coursework. Coursework addressing THE PSYCHOLOGY OF, THE IDENTIFICATION OF, AND THE METHODS OF INSTRUCTION FOR THE EXCEPTIONAL CHILD, INCLUDING WITHOUT LIMITATION THE LEARNING DISABLED (Section 21-2a of the School Code)     3
9) I) Pre-student teaching clinical experiences equivalent to 100 clock hours, including experience with infants/toddlers, preschool/kindergarten children, and primary school students
10) J) Student teaching     5
11) K) Electives in professional education     3

b) Each applicant shall have completed pre-student teaching clinical experiences (see Section 25.610 of this Part), except that applicants with teaching experience at the PreK-3 level, as verified by the employer, need not complete pre-student teaching clinical experience.

c) Those who have had five semester hours of student teaching at the primary gradelevel (K-3) and who have had teaching experience are not required to take
another practicum at the preschool level. Applicants seeking this waiver shall secure official letters from the employing school district and/or the college or university documenting the nature and duration of their teaching and the grade level of their student teaching assignment. Each applicant shall have completed student teaching in conformance with the requirements of Section 25.620 of this Part, except that applicants presenting the required credit in student teaching and evidence of teaching experience, as verified by the employer, need not complete another student teaching experience.

d) Each applicant shall be required to pass the test of basic skills and the applicable test of subject matter knowledge (see Subpart I of this Part). Each individual submitting an application on or after October 1, 2003, shall also be required to pass the assessment of professional teaching (APT) relevant to the early childhood certificate, which shall be based upon the standards set forth in 23 Ill. Adm. Code 24 (Standards for All Illinois Teachers). Beginning July 1, 2004, the test of subject matter knowledge shall be based upon the applicable standards set forth in 23 Ill. Adm. Code 26 (Standards for Certification in Early Childhood Education and in Elementary Education).

(Source: Amended at 27 Ill. Reg. _____, effective _____________)

Section 25.92 Visiting International Teacher Certificate

The procedure and requirements described in this Section shall apply when Illinois school districts conduct formal recruitment programs outside the United States to secure the services of qualified teachers.

a) The school district that is seeking to recruit teachers shall enter into a written agreement with the State Board Education regarding its recruitment program, shall provide such assurances as the State Board may require regarding compliance with applicable procedures, training of representatives, and support for candidates employed under the program, and shall be responsible for preliminary verification that each candidate:

1) holds the equivalent of a bachelor’s degree issued in the U.S.;

2) has been prepared as a teacher at the grade level for which he or she will be employed;

3) has adequate content knowledge in the subject matter to be taught; and
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4) has an adequate command of the English language.

b) A representative of the recruiting school district shall review the equivalence of each candidate’s degree to a bachelor’s degree earned in the U.S., the concentration of the candidate’s coursework in the area of potential teaching assignment, and the grade levels for which the candidate has been prepared, using reports of foreign educational systems furnished by the National Association of Foreign Student Affairs (AFSA) and the American Association of Collegiate Registrars and Admission Officers (AACRAO).

c) A representative of the recruiting school district who has been trained by the State Board of Education or its designee in the use of the required instruments shall:

1) administer the Nelson-Denny Reading Assessment to evaluate each candidate’s English-language vocabulary and reading comprehension against a passing score expressed as the grade-level equivalent of 10.7; and

2) administer the Oral Proficiency Interview described in “ACTFL Proficiency Guidelines – Speaking” (1999), published by the American Council on the Teaching of Foreign Languages (ACTFL), 6 Executive Plaza, Yonkers, NY 10701 (no later amendments to or editions of these standards are incorporated) and evaluate the candidate’s oral English-language proficiency against a minimum passing score of 2+ (Advanced Plus) on the rating rubric of the ACTFL.

d) The recruiting school district shall provide a report to the State Board of Education outlining the district’s conclusions regarding each candidate whose eligibility it considers to have been verified. This report shall provide or summarize at least:

1) the information that has led the district to conclude that the individual’s degree should be considered the equivalent of a bachelor’s degree earned in the U.S.;

2) how the district has identified the grade levels for which the individual has been prepared;

3) the information that has led the district to conclude that the coursework completed by the individual is at least comparable to a major in the field
of specialization and that the individual has passed an examination that provides evidence of subject-matter competency; and

4) the scores achieved by the candidate on the Nelson-Denny Reading Assessment and the Oral Proficiency Interview.

e) Either the recruiting district or the candidate shall furnish to one of the evaluation services identified in Section 25.425(f) of this Part the candidate’s university transcript, his or her diploma reflecting the degree granted, and his or her results from the comprehensive terminal examination or the periodic formal examinations required by the university where he or she completed teacher preparation, as applicable, along with translations of all these materials into English.

f) The recruiting school district shall review and analyze the procedures that exist in the country where recruitment is being conducted for ascertaining individuals’ criminal history. The district shall provide the State Board of Education with a description of those procedures and shall affirm:

1) that the procedures have, to the district representative’s knowledge, been performed with respect to each potential candidate; and

2) that no candidate recommended by the district as potentially eligible to teach in Illinois would be disqualified under Section 10-21.9(c) of the School Code.

g) Upon receipt of the information and documents identified in subsections (d) and (f) of this Section, confirmation of the individual’s eligibility from the evaluation service to which credentials were submitted under subsection (e) of this Section, and an application for the certificate from the individual, accompanied by the fee required by Section 21-12 of the School Code, the State Board of Education shall issue a Visiting International Teacher Certificate endorsed for the field and grade levels the individual is qualified to teach. He or she shall not be required to pass any test that forms part of the Illinois Certification Testing System (see Subpart I of this Part) in order to qualify for this certificate. An individual may receive an additional endorsement on the Visiting International Teacher Certificate to teach his or her native language even if he or she was not prepared as a teacher of that language, provided that it was the language of instruction in the program completed,
h) The Visiting International Teacher Certificate shall be valid for three years, subject to Section 21-22 of the School Code, and shall not be renewable. The certificate-holder shall pay the fee required by Section 21-16 of the School Code to register the certificate with the regional superintendent in the region where the teaching will be done.

(Source: Amended at 27 Ill. Reg. _____, effective _____________)