

TITLE 23: EDUCATION AND CULTURAL RESOURCES

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AUTHORITY: Implementing Articles 21 and 21B and Section 34-18.82 of the School Code [105 ILCS 5] and authorized by Section 2-3.6 of the School Code.

SOURCE: Rules and Regulations to Govern the Certification of Teachers adopted September 15, 1977; amended at 4 Ill. Reg. 28, p. 336, effective July 16, 1982; amended at 7 Ill. Reg. 5429, effective April 11, 1983; codified at 8 Ill. Reg. 1441; amended at 9 Ill. Reg. 1046, effective January 16, 1985; amended at 10 Ill. Reg. 12578, effective July 8, 1986; amended at 10 Ill. Reg. 15044, effective August 28, 1986; amended at 11 Ill. Reg. 12670, effective July 15, 1987; amended at 12 Ill. Reg. 3709, effective February 1, 1988; amended at 12 Ill. Reg. 16022, effective September 23, 1988; amended at 14 Ill. Reg. 1243, effective January 8, 1990; amended at 14 Ill. Reg. 17936, effective October 18, 1990; amended at 15 Ill. Reg. 17048, effective November 13, 1991; amended at 16 Ill. Reg. 18789, effective November 23, 1992; amended at 19 Ill. Reg. 16826, effective December 11, 1995; amended at 21 Ill. Reg. 11536, effective August 1, 1997; emergency amendment at 22 Ill. Reg. 5097, effective February 27, 1998, for a

maximum of 150 days; amended at 22 Ill. Reg. 11767, effective June 25, 1998; amended at 22 Ill. Reg. 19745, effective October 30, 1998; amended at 23 Ill. Reg. 2843, effective February 26, 1999; amended at 23 Ill. Reg. 7231, effective June 14, 1999; amended at 24 Ill. Reg. 7206, effective May 1, 2000; emergency amendments at 24 Ill. Reg. 9915, effective June 21, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 12930, effective August 14, 2000; peremptory amendment at 24 Ill. Reg. 16109, effective October 12, 2000; peremptory amendment suspended at 25 Ill. Reg. 3718, effective February 21, 2001; peremptory amendment repealed by joint resolution of the General Assembly, effective May 31, 2001; emergency amendments at 25 Ill. Reg. 9360, effective July 1, 2001, for a maximum of 150 days; emergency expired November 27, 2001; emergency amendments at 25 Ill. Reg. 11935, effective August 31, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 16031, effective November 28, 2001; amended at 26 Ill. Reg. 348, effective January 1, 2002; amended at 26 Ill. Reg. 11867, effective July 19, 2002; amended at 26 Ill. Reg. 16167, effective October 21, 2002; amended at 27 Ill. Reg. 5744, effective March 21, 2003; amended at 27 Ill. Reg. 8071, effective April 28, 2003; emergency amendments at 27 Ill. Reg. 10482, effective June 26, 2003, for a maximum of 150 days; amended at 27 Ill. Reg. 12523, effective July 21, 2003; amended at 27 Ill. Reg. 16412, effective October 20, 2003; emergency amendment at 28 Ill. Reg. 2451, effective January 23, 2004, for a maximum of 150 days; amended at 28 Ill. Reg. 8556, effective June 1, 2004; emergency amendments at 28 Ill. Reg. 12438, effective August 20, 2004, for a maximum of 150 days; emergency expired January 16, 2005; amended at 29 Ill. Reg. 1212, effective January 4, 2005; amended at 29 Ill. Reg. 10068, effective June 30, 2005; amended at 29 Ill. Reg. 12374, effective July 28, 2005; emergency amendment at 29 Ill. Reg. 14547, effective September 16, 2005, for a maximum of 150 days; amended at 29 Ill. Reg. 15831, effective October 3, 2005; amended at 30 Ill. Reg. 1835, effective January 26, 2006; amended at 30 Ill. Reg. 2766, effective February 21, 2006; amended at 30 Ill. Reg. 8494, effective April 21, 2006; amended at 31 Ill. Reg. 10645, effective July 16, 2007; amended at 32 Ill. Reg. 3413, effective February 22, 2008; amended at 32 Ill. Reg. 13263, effective July 25, 2008; emergency amendment at 32 Ill. Reg. 18876, effective November 21, 2008, for a maximum of 150 days; amended at 33 Ill. Reg. 5462, effective March 24, 2009; amended at 34 Ill. Reg. 1582, effective January 12, 2010; amended at 34 Ill. Reg. 15357, effective September 21, 2010; amended at 35 Ill. Reg. 4315, effective February 23, 2011; peremptory amendment at 35 Ill. Reg. 14663, effective August 22, 2011; amended at 35 Ill. Reg. 16755, effective September 29, 2011; amended at 36 Ill. Reg. 2191, effective January 24, 2012; amended at 36 Ill. Reg. 12455, effective July 23, 2012; emergency amendment at 36 Ill. Reg. 12903, effective July 24, 2012, for a maximum of 150 days; amended at 37 Ill. Reg. 199, effective December 19, 2012; amended at 37 Ill. Reg. 8379, effective June 12, 2013; amended at 37 Ill. Reg. 16729, effective October 2, 2013; amended at 38 Ill. Reg. 11261, effective May 6, 2014; amended at 38 Ill. Reg. 18933, effective September 8, 2014; amended at 38 Ill. Reg. 21788, effective November 3, 2014; amended at 39 Ill. Reg. 6649, effective April 27, 2015; amended at 39 Ill. Reg. 13722, effective October 5, 2015; amended at 40 Ill. Reg. 4940, effective March 2, 2016; amended at 40 Ill. Reg. 12346, effective August 9, 2016; amended at 41 Ill. Reg. 8813, effective June 28, 2017; emergency amendment at 41 Ill. Reg. 8949, effective June 28, 2017, for a maximum of 150 days; amended at 41 Ill. Reg. 14075, effective November 3, 2017; amended at 42 Ill. Reg. 8830, effective May 21, 2018; amended at

43 Ill. Reg. 14806, effective December 4, 2019; emergency amendment at 44 Ill. Reg. 8013, effective April 27, 2020, for a maximum of 150 days; emergency expired September 23, 2020; amended at 45 Ill. Reg. 879, effective January 4, 2021; amended at 45 Ill. Reg. 7269, effective June 3, 2021; emergency amendment at 45 Ill. Reg. 9485, effective July 9, 2021, for a maximum of 150 days; emergency expired December 5, 2021; emergency amendment at 45 Ill. Reg. 11225, effective August 26, 2021, for a maximum of 150 days; emergency expired January 22, 2022; amended at 46 Ill. Reg. 6326, effective April 11, 2022; amended at 46 Ill. Reg. 12973, effective July 13, 2022; expedited correction at 46 Ill. Reg. 18915, effective July 13, 2022; amended at 47 Ill. Reg. 5954, effective April 11, 2023; amended at 48 Ill. Reg. 7729, effective May 9, 2024.

SUBPART A: DEFINITIONS

Section 25.10 Definitions

As used in this Part, the following terms have the meanings ascribed in this Section.

"Code" means the Illinois School Code [105 ILCS 5].

"ELS-CTE" means an educator license with stipulations endorsed for career and technical education.

"ECE" means early childhood education.

"ELIS" means the State Board's Educator Licensure Information System.

"ELS-APE" means an educator license with stipulations endorsed for alternative provisional educator.

"ELS-CTEP" means an educator license with stipulations endorsed for provisional career and technical educator.

"ELS-PARA" means an educator license with stipulations endorsed for paraprofessional.

"ELS-TBE" means an educator license with stipulations endorsed for transitional bilingual educator.

"ELS-VIT" means an educator license with stipulations endorsed for visiting international educator.

"EPP" means an educator preparation program.

"Institution" means either a regionally accredited institution of higher learning as specified in Section 21B-105 of the Code when referring to an institution located within the United States or a not-for-profit entity approved by the Illinois Board of Higher Education. Accordingly, any coursework required for, or counted towards fulfilling the requirements for, a credential issued pursuant to this Part shall be completed at or accepted by a regionally accredited institution or an approved not-for-profit entity. Approval of preparation programs under Subpart C shall be available only to regionally accredited institutions or approved not-for-profit entities. Coursework completed in another country shall be subject to the provisions of Section 25.425.

"PEL" means a professional educator license.

"PK-12" means pre-kindergarten through grade 12.

"Regionally accredited" means accredited by one of the following organizations: Higher Learning Commission (HLC), Middle States Commission on Higher Education (MSCHE), New England Association of Schools and Colleges (NEASC), Northwest Commission on Colleges and Universities (NWCCU), Southern Association of Colleges and Schools (SACS), Western Association of Schools and Colleges (WASC), Senior College and University Commission (WSCUC), and the Accrediting Commission for Community and Junior Colleges (ACCJC).

"ROE" means regional office of education.

"SEPLB" means the State Educator Preparation and Licensure Board.

"State Board" means the Illinois State Board of Education.

"State Superintendent" means the State Superintendent of Education or a designee.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

SUBPART B: LICENSES

Section 25.11 New Certificates (February 15, 2000) (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.15 Types of Licenses; Exchange (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.20 Requirements for the Elementary Certificate (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.22 Requirements for the Elementary Certificate (2004) (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.25 Requirements for the Professional Educator License

The requirements of this Section shall apply to the issuance of professional educator licenses (PELs). All professional education and content-area coursework that forms part of an application for licensure, endorsement, or approval submitted under this Part must have been passed with a grade no lower than "C-" or equivalent to be counted towards fulfillment of the applicable requirements. If the Governor declares a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act [20 ILCS 3305], Illinois educator preparation providers shall be exempt from the "C-" or higher provision when entitling candidates for licensure if the candidates are already enrolled in an educator preparation course at the time the disaster declaration is issued.

- a) Each applicant shall:
 - 1) hold a bachelor's degree; and
 - 2) satisfy one of the following requirements:
 - A) have completed an approved Illinois educator preparation program for the type of endorsement (i.e., teaching, administrative, or school support personnel) sought on the PEL (see Subpart C). (Thirty-two semester hours of content and pedagogy coursework, or a combination of experience and coursework, with no fewer than 18 hours of content coursework (or its equivalent experience) specific to the endorsement sought, are required for teaching endorsements.) Each applicant must complete a program satisfaction survey on the Educator Licensure Information System, as well as coursework addressing:
 - i) *the psychology of, the identification of, and the methods of instruction for the exceptional child, including without limitation children with learning disabilities* (Section 21B-20(1) of the Code), which shall focus on the characteristics and methods of instruction for cross-categorical special education students so that all teachers:
 - understand the impact that disabilities have on the cognitive, physical, emotional, social, and communication development of an individual and provide opportunities that support the intellectual, social, and personal development of all students;

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- understand how students differ in their approaches to learning and create instructional opportunities that are adapted to diverse learners; and
 - understand instructional planning and design instruction based on knowledge of the discipline, students, community, and curriculum goal;
- ii) *methods of reading and reading in the content area* (Section 21B-20(1) of the Code), which for teachers and administrators shall address each of the following standards:
- varied instructional approaches used before, during, and after reading, including those that develop word knowledge, vocabulary, comprehension, fluency, and strategy used in the content areas;
 - the construction of meaning through the interactions of the reader's background knowledge and experiences, the information in the text and the purpose of the reading situation;
 - communication theory, language development, and the role of language in learning;
 - the relationships among reading, writing, and oral communication and understanding how to integrate these components to increase content learning;
 - the design, selection, modification, and evaluation of a wide range of materials for the content areas and the reading needs of the student;
 - variety of formal and informal assessments to recognize and address the reading, writing, and oral communication needs of each student; and
 - varied instructional approaches that develop word knowledge, vocabulary, comprehension, fluency, and strategy use in the content areas;

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- iii) *methods of reading and reading in the content area* (Section 21B-20(1) of the Code), which for school support personnel shall address each of the following standards:
 - to understand how students acquire reading competency;
 - to understand reading deficits and reading levels, and how they contribute to a student's ability to succeed in kindergarten through grade 12;
 - to understand the correlation of behavior and classroom culture (discipline, management, control, influence on engagement) on reading development and reading acquisition; and
 - to use the skills and strategies specific to their school support personnel specialty to support or enhance reading skill development, as applicable;
 - iv) instructional strategies for English learners, which shall address bilingual education or English as a Second Language; or
- B) pursuant to Section 21B-35 of the Code, hold a valid, comparable certificate or license in another state or country, or have completed a comparable teaching or administrative preparation program in another state or country (see Section 25.425), including:
- i) *coursework in the methods of instruction of the exceptional child* (Section 21B-35(a)(2)(A) of the Code) in cross-categorical special education that meets the requirements of subsection (a)(1)(A);
 - ii) *coursework in methods of reading and reading in the content area* (Section 21B-35(a)(2)(A) of the Code) that meets the requirements of subsection (a)(1)(B); and
 - iii) *coursework in instructional strategies for English learners* (Section 21B-35(a)(2)(A) of the Code), which shall address bilingual education or English as a Second Language; or

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- C) pursuant to Section 21B-35 of the Code, hold a valid, comparable certificate or license in another state or country, or have completed a comparable school support personnel preparation program in another state or country (see Section 25.425), including college coursework in:
 - i) *the methods of instruction of the exceptional child* (Section 21B-35(a)(2)(A) of the Code) in cross-categorical special education, which shall meet the requirements outlined in subsection (a)(1)(A);
 - ii) *the methods of reading and reading in the content area* (Section 21B-35(a)(2)(A) of the Code), which shall meet the requirements outlined in subsection (a)(1)(C); and
 - iii) *instructional strategies for English learners* (Section 21B-35(a)(2)(A) of the Code), which shall align to standards for addressing second language acquisition and the diverse learner set forth in the Standards for the Speech-Language Pathologist (23 Ill. Adm. Code 28.230) or, for other school support personnel, the applicable standards in 23 Ill. Adm. Code 23 (Standards for School Support Personnel Endorsements).
- b) Each applicant for a PEL endorsed in a teaching field shall have completed student teaching in conformance with the requirements of Section 25.620, except in the following circumstances:
 - 1) Applicants awarded credit in student teaching on a transcript issued by a regionally accredited institution of higher education need not complete another student teaching experience.
 - 2) One full year's teaching experience on a valid certificate, a license, or an approval in the PK-12 schools shall be accepted in lieu of student teaching.
 - 3) Applicants holding a bachelor's degree and a valid, comparable certificate or license from another state or country do not need to provide evidence of student teaching.
- c) For the purposes of this Part:

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- 1) A "valid, comparable certificate or license" means a current (not expired) certificate or license endorsed in the specific content area and grade levels for which Illinois licensure is sought that is equivalent to an Illinois PEL.
 - 2) "One full year's teaching experience" means the equivalent of two 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.
 - 3) An "approval" is a credential valid for serving in a specific education area and grade range. Approvals can be issued on an existing educator license or may stand alone, as applicable to the particular approval.
 - 4) An "approved educator preparation program" means a program approved for recognition under Subpart C or completion of specified coursework, testing, and experiences aligned to State and national standards, as specified and verified by the State Superintendent, in consultation with the State Educator Preparation and Licensure Board, that qualifies an individual for the professional educator license.
- d) Evidence of teaching experience, as may be required under this Part, may be satisfied in one of the following ways:
- 1) For teachers employed in Illinois public schools, verification of the teacher's experience obtained from ELIS may be used.
 - 2) The chief administrator or other designated official of the employing school district or nonpublic school (or other employing entity, if applicable to the holder of a PEL endorsed for early childhood; also see subsection (d)(4)) may submit a letter documenting the nature and duration of the applicant's teaching.
 - 3) A letter signed by an official of the state education agency in another state may be substituted for an employer's letter when the latter cannot be secured.
 - 4) Early childhood teaching experience shall be understood as contributing to the fulfillment of this requirement if gained in a position for which a PEL endorsed for early childhood was required pursuant to the rules of the State Board at 23 Ill. Adm. Code 235 (Early Childhood Block Grant).
 - 5) Experience gained while teaching in a home school shall not be applicable to the fulfillment of this requirement.

- e) Each applicant for a PEL endorsed in an administrative or school support personnel field shall meet the applicable requirements of Subpart D or E, respectively.
- f) The PEL shall be endorsed in accordance with this Part.
- g) Each applicant shall be required to pass the tests required for the PEL as specified in Section 21B-30 of the Code and Section 25.720 of this Part.
- h) Until August 4, 2023 (the effective date of Public Act 103-488), and beginning again on September 1, 2025, if a candidate has completed all of the requirements for an Illinois-approved educator preparation program at an Illinois institution of higher education as listed in subsection (h)(1), but has not successfully passed a teacher performance assessment (edTPA), the candidate may be entitled for an educator license with stipulations endorsed for a provisional in-State educator by the institution where the program was completed.
 - 1) The candidate must have:
 - A) at least a bachelor's degree;
 - B) completed all components of an approved educator preparation program, excluding passing the edTPA;
 - C) passed the applicable content test, as required by Section 21B-30 of the Code; and
 - D) attempted an edTPA and received a minimum score on that assessment, as established by the State Board in consultation with SEPLB.
 - 2) The provisional in-State educator endorsement on an educator license with stipulations is valid for one full fiscal year after the date of issuance and may not be renewed.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

**Section 25.30 Endorsement in Teacher Leadership (Through December 31, 2012)
(Repealed)**

(Source: Repealed at 38 Ill. Reg. 11261, effective May 6, 2014)

Section 25.32 Teacher Leader Endorsement

The Section establishes the requirements for the receipt of a teacher leader endorsement valid for prekindergarten through age 22 and for approval of educator preparation programs to provide the program required for receipt of the endorsement. The teacher leader endorsement is intended to increase the quality of leadership, as well as teaching and learning practices, and recognize the critical importance that leadership by teachers brings to the overall school improvement mission of the school and its personnel. The teacher leader endorsement will create a career path to retain and develop high-performing teachers for leadership roles; formalize, define, and build the competencies necessary for high-quality leadership to improve student learning; and recognize and encourage shared leadership and decision-making in schools to maximize outcomes for children.

- a) For the purposes of this Section, a teacher leader is defined as an individual with the capacity and skills to:
 - 1) harness the collective knowledge of teachers to have a positive impact on teaching and learning and school and student success;
 - 2) promote shared governance and leadership in schools by working effectively with the principal and other adults in the school, with a consistent focus on student learning and achievement;
 - 3) model excellence in teaching with a strong foundation in improving the climate of the school and classroom, curriculum, instruction, assessment, and intervention;
 - 4) provide guidance, coaching, mentoring, influence, direction, and support to teachers to improve the effectiveness of teaching and learning; and
 - 5) promote and influence change to improve school and student outcomes.
- b) A teacher leader may serve in a variety of roles within the school district, including, but not limited to:
 - 1) curriculum specialist (i.e., identifying, designing, and implementing curriculum and school and district improvement);
 - 2) coach (i.e., providing coaching to other teachers and staff on instructional practice and methods);
 - 3) mentor teacher (i.e., providing mentoring to new teachers or others in need of assistance);

- 4) department chair or lead teacher;
 - 5) content specialist (i.e., leading instructional programs in a specific content area);
 - 6) teacher leaders responsible for supervising others, provided that a supervisory endorsement is not required pursuant to 23 Ill. Adm. Code 1.705 (Requirements for Supervisory and Administrative Staff) for the position to which the teacher leader is assigned;
 - 7) program leaders (i.e., relative to the climate of the school and classroom, curriculum, instruction, or assessment); and
 - 8) other areas of responsibility as identified by school districts.
- c) A teacher leader endorsement on a PEL will be available to persons who fulfill the requirements of Section 21B-25(2)(E) of the Code and this Section. In order to receive a teacher leader endorsement, a candidate holding a PEL endorsed in a teaching field shall:
- 1) have obtained a master's degree or higher from a regionally accredited institution; and
 - 2) have completed a program that meets the requirements set forth in this Section.
- d) Only institutions of higher education and not-for-profit entities that have been recognized under Subpart C to conduct educator preparation programs may apply to the State Board for approval to offer a teacher leader endorsement program. Each program shall address at least the coursework listed in Section 21B-25(2)(E) of the Code and this subsection (d):
- 1) Leadership, to address:
 - A) knowledge of leadership frameworks and models of shared governance;
 - B) understanding teacher evaluation models and training;
 - C) ability to hold self and others accountable for results; and
 - D) ability to lead teams in setting goals and achieving results.

- 2) Designing professional development to meet teaching and learning needs, to include:
 - A) understanding, applying, and evaluating the specific needs of new teachers for induction and mentoring;
 - B) ability to coach teachers and staff;
 - C) ability to understand, apply, and evaluate models of effective professional development; and
 - D) ability to observe instruction and provide coaching, mentoring, or professional development feedback to teachers.
- 3) Building school culture that focuses on student learning to address:
 - A) understanding diverse learners (including students with Individualized Education Programs, English learners, students who are underrepresented in the school population, and other at-risk students) and their families and communities;
 - B) ability to analyze and interpret data around school culture, working and learning conditions, and climate;
 - C) understanding the impact of instructional models and practices on improving learning, as well as the culture and climate of the school and classrooms; and
 - D) ability to understand and apply to the learning environment the Illinois Social and Emotional Learning Standards set forth at 23 Ill. Adm. Code 555.Appendix A.
- 4) Using assessments to improve student learning and foster student achievement.
- 5) Building collaboration with teachers and stakeholders.
- e) A request for program approval shall be submitted to the State Superintendent for consideration in accordance to the requirements of Section 25.120.
- f) Actions following upon the recommendation of SEPLB shall be as described in Section 25.160.

- g) An approved teacher leader program shall be subject to the review process set forth in Subpart C.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.35 Acquisition of Subsequent Certificates; Removal of Deficiencies (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.37 Acquisition of Subsequent Endorsements on a Professional Educator License

The provisions of this Section shall apply when an individual who already holds a professional educator license (PEL) with one or more teaching endorsements wishes to receive an additional endorsement in a teaching field or a grade level.

- a) An individual who wishes to add subsequent content area endorsements or grade levels to a PEL shall meet the applicable requirements of this Part specific to the content area of the endorsement sought and provide evidence of having passed the applicable content-area test required under Section 25.720.
- b) A candidate not meeting the criteria of subsection (a) who wishes to receive subsequent content area endorsement in an area of special education (i.e., Learning Behavior Specialist II, Deaf or Hard of Hearing, Blind or Visually Impaired, or Early Childhood Special Education), reading specialist, elementary mathematics specialist, or gifted education specialist shall submit official transcripts and evidence of teaching experience to an Illinois institution of higher education operating a program approved pursuant to Subpart C that prepares candidates for the endorsement sought.
 - 1) The institution may, at its discretion, compare the coursework and clinical experiences already completed by the applicant to the standards for the endorsement sought and, based on this comparison, may identify for the candidate a "focused program" consisting of coursework and experiences that the candidate must complete in order to meet those standards.
 - A) In formulating this type of program, the institution shall ensure that the candidate has broad and deep knowledge of the subject matter, develops the knowledge and skills that are needed to work with students in the age and grade ranges encompassed by the endorsement sought, and is knowledgeable about pedagogical approaches that are suitable for that age group.
 - B) The institution may revise an individual's focused program to include additional or fewer components as it may deem appropriate based upon the results of internal performance assessments that form part of the institution's assessment system (see Section 25.120) or other assessments that are directly related to the standards for the endorsement sought.
 - C) Each institution shall make available a description of the method to be used by the educational unit in assessing the degree to which the work previously completed by candidates for focused programs

has addressed relevant standards and in identifying the coursework and experiences these candidates will be required to complete in order to qualify for subsequent endorsements. An institution that uniformly requires all candidates seeking subsequent teaching endorsements to complete certain coursework or field experiences, or to complete a full program without acknowledgment of prior courses or experiences, shall publish and make available a written statement to this effect, describing those requirements.

- 2) A candidate who completes a focused program shall be considered as having completed the institution's approved program for the endorsement sought and shall be eligible to be recommended for the endorsement by entitlement, signifying that the candidate has met all applicable standards.
- c) An individual not meeting the criteria of subsection (a) or (b) may provide evidence of holding a valid, comparable out-of-state license in the endorsement area and grade range sought.
- d) An individual who holds a PEL endorsed in a school support personnel area listed in Subpart D or any of the administrative positions outlined in Subpart E and who wishes to obtain a teaching endorsement shall meet the requirements of Section 25.100(e)(2)(C).

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.38 Subsequent Endorsements on a Professional Educator License for Employees Under Article 34 of the School Code (Pilot Program)

- a) Pursuant to Section 34-18.82 of the Code (Public Act 103-157), beginning July 1, 2024, *subsequent teaching endorsements may be granted by a school district organized under Article 34 of the Code to employees licensed under Article 21B of the Code for specific content areas and grade levels as part of a pilot program.* An endorsement in a specific content area may be issued to individuals who:
 - 1) hold a professional educator license endorsed in a teaching field;
 - 2) have passed the applicable content area test for the subsequent endorsement sought;
 - 3) have successfully completed a State Board-approved professional development sequence, equivalent to 18 semester hours of coursework in the area of the subsequent endorsement sought; and
 - 4) are currently employed by a school district organized under Article 34 of the Code.
- b) Under the pilot program, professional development sequences for up to seven hard-to-staff endorsement areas shall be submitted to the State Superintendent for approval in a format provided by the State Board and shall include the following components for each endorsement area sequence:
 - 1) a description of the sequence and each of its components;
 - 2) justification for selecting the particular endorsement content area for the pilot program, which must include district data and may include State data demonstrating that positions requiring this endorsement are difficult to staff;
 - 3) *a comprehensive review of relevant State learning standards;*
 - 4) *alignment to the applicable State content-test framework;*
 - 5) *if applicable, alignment to relevant educator preparation standards (see Section 34-18.82 of the Code);*
 - 6) a description of how the sequence's outcomes were determined to be comparable to the knowledge gained in 18 semester hours of coursework from a regionally accredited institution of higher education;

- 7) the assessment methods by which the participant will demonstrate successful completion of the sequence; and the criteria for and process through which the employer will determine successful completion of the sequence;
 - 8) the mode of delivery;
 - 9) projected timeline for participant completion of the sequence and each of its components;
 - 10) a description of the data collection and analysis process the school district will complete during the pilot program to determine program effectiveness;
 - 11) cost of program to participants;
 - 12) number of professional development hours toward license renewal that will be granted to program participants; and
 - 13) a list of faculty or staff who will lead each component of the sequence and their qualifications.
- c) The professional development sequences submitted under subsection (b) will be reviewed and either denied or approved by the State Superintendent in collaboration with the SEPLB. (See Section 34-18.82 of the Code.) Program participants must complete the required professional development sequence by June 30, 2028. Endorsements under this Section shall not be available for application on or after July 1, 2028.
- d) Beginning August 1, 2025, and annually thereafter until August 1, 2028, program participants shall provide the State Board with a report detailing the following information:
- 1) names and Illinois Educator Identification Numbers of individuals who enrolled in the pilot program between July 1 and June 30 of the preceding year;
 - 2) the date of enrollment in the professional development sequence for each participant, and if applicable, the date of completion of the sequence;
 - 3) a record of which enrollees completed, withdrew, or are still in progress of completing the pilot program, which includes both the professional

development sequence and passing the content area test required under Section 21B-30 of the Code; and

- 4) reasons for candidates' withdrawal from the program, if applicable.
- e) By September 1, 2029, the State Board will publish a report that includes teacher retention rates of pilot program completers compared to overall district teacher retention rates and overall State teacher retention rates, and other criteria, to determine the pilot program's effectiveness:

(Source: Added at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.40 Grade-Level Endorsements

- a) Each professional educator license issued under this Subpart B shall be endorsed for the particular grade levels and content areas for which a licensee qualifies based on the individual's educator preparation program, out-of-state license, or subsequent endorsement coursework.
- b) The grade-level endorsement shall take precedence over content-area endorsements when determining if a licensee is eligible to be assigned to a particular position (also see 23 Ill. Adm. Code 1.Subpart G).

(Source: Amended at 43 Ill. Reg. 14806, effective December 4, 2019)

Section 25.42 Requirements for the Special Certificate (2004) (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.43 Endorsements for Special Education Teachers

- a) An endorsement in special education shall be available to individuals who:
 - 1) meet the requirements of Section 25.25 and meet the requirements of subsection (b); or
 - 2) hold a PEL endorsed in a teaching field and meet the requirements of subsection (e).
- b) The applicable special education endorsement on a PEL shall be issued to an individual who completes an approved program and demonstrates attainment of the relevant standards by passing the test required pursuant to Section 25.720 applicable to endorsement as:
 - 1) Learning Behavior Specialist I (LBS I) (23 Ill. Adm. Code 28.200);
 - 2) Teacher of Students who are Blind or Visually Impaired (23 Ill. Adm. Code 28.210);
 - 3) Teacher of Students who are Deaf or Hard of Hearing (23 Ill. Adm. Code 28.220); or
 - 4) Early Childhood Special Education Teacher (23 Ill. Adm. Code 28.240).
- c) A holder of an LBS I endorsement on the PEL shall not serve students in early childhood special education programs unless the holder has also acquired an early childhood special education approval pursuant to 23 Ill. Adm. Code 226.810. This requirement shall not apply to teachers of students who are blind or visually impaired or deaf or hard of hearing or to speech-language pathologists.
- d) A subsequent endorsement (Learning Behavior Specialist II (LBS II)) shall be available to holders of the PEL endorsed for any of the endorsements set forth in subsections (b)(1) through (4). This shall be an optional credential issued to candidates who complete programs approved in accordance with Subpart C and who meet the standards applicable to one or more of the areas of specialization identified in 23 Ill. Adm. Code 28.310 through 28.370:
 - 1) LBS II/Transition Specialist;
 - 2) LBS II/Technology Specialist;
 - 3) LBS II/Bilingual Special Education Specialist;

- 4) LBS II/Deaf-Blind Specialist;
 - 5) LBS II/Behavior Intervention Specialist;
 - 6) LBS II/Curriculum Adaptation Specialist; or
 - 7) LBS II/Multiple Disabilities Specialist.
- e) An individual who holds a valid PEL with an early childhood, elementary, middle grades, secondary, or special teaching endorsement, or a valid educator license with stipulations endorsed for transitional bilingual educator shall receive an LBS I endorsement to teach in special education if that individual has successfully completed college-level coursework addressing each of the following areas and demonstrates attainment of the relevant standards by passing the test required pursuant to Section 25.720:
- 1) Survey of exceptional children;
 - 2) Characteristics of special education students;
 - 3) Methods of teaching special education; and
 - 4) Psychological assessment for children with disabilities.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.45 Standards for the Initial Special Preschool – Age 21 Certificate – Speech and Language Impaired (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

**Section 25.46 Special Provisions for the Learning Behavior Specialist I Endorsement
(Repealed)**

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

**Section 25.47 Special Provisions for the Learning Behavior Specialist I Approval
(Repealed)**

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.48 Short-Term Emergency Approval in Special Education

The short-term emergency approval shall be available until June 30, 2026. The provisions of this Section shall apply to school districts, special education cooperatives and joint agreements, regional superintendents of schools, nonpublic special education facilities approved by the State Board pursuant to 23 Ill. Adm. Code 401 (Special Education Facilities Under Section 14-7.02 of the Code), and certain other facilities pursuant to 23 Ill. Adm. Code 405 (Payments to Certain Facilities under Section 14-7.05 of the Code).

- a) An individual who wishes to receive a short-term emergency approval endorsed for LBS I shall:
 - 1) hold a valid PEL with an early childhood, elementary, middle grades, secondary, or special teaching endorsement or a valid educator license with stipulations endorsed for transitional bilingual educator;
 - 2) present evidence of having completed college-level coursework encompassing a "survey of exceptional children" as well as any one of the three other areas required pursuant to Section 25.43(e); and
 - 3) submit the required fee along with an application to the State Board, on a form designed by the State Superintendent.
 - 4) The employing entity shall provide the following:
 - A) a statement of assurance that supervision will be provided by an individual who holds a PEL endorsed for special education supervision pursuant to Section 25.497 or administration plus an LBS I endorsement, which must include a description of the supervision the individual will receive.
 - B) a statement of assurance that the employing entity has exhausted all recruitment efforts and has been unable to secure the services of an individual who is appropriately licensed for the teaching position in question.
- b) An individual who wishes to receive a short-term emergency approval endorsed for either early childhood special education, deaf or hard of hearing, or blind or visually impaired shall:
 - 1) hold a valid PEL with an early childhood, elementary, middle grades, secondary, or special teaching endorsement or hold a valid educator license with stipulations endorsed for transitional bilingual educator. If an

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individual is pursuing the early childhood special education approval, an endorsement in early childhood education or LBS I must be held;

- 2) present evidence of having completed college-level coursework encompassing the following topics:
 - A) for teaching students who are blind or visually impaired:
 - i) anatomy and pathology of eye conditions;
 - ii) functional vision assessment and learning media assessment;
 - iii) basic assistive technology;
 - iv) methodology in teaching students who are blind or visually impaired; and
 - v) basic orientation and mobility;
 - B) for teaching students who are deaf or hard of hearing:
 - i) assessment and developing Individualized Education Programs (IEPs);
 - ii) language and literacy;
 - iii) audiology;
 - iv) impact of hearing loss on academic, behavior, speech, language, and aural habilitation skills; and
 - v) methodology in teaching students who are deaf or hard of hearing;
 - C) for teaching students in early childhood special education, two areas of coursework from the four areas required by 23 Ill. Adm. Code 226.810;
- 3) provide evidence, as defined by the State Superintendent, of proficiency in Braille (if teaching students who are blind or visually impaired) or sign language (if teaching students who are deaf or hard of hearing);

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- 4) submit the required fee, along with an application, to the State Board, on a form designed by the State Superintendent; and
 - 5) provide evidence of passing the required content tests pursuant to Section 25.720.
- c) For approvals specified under subsection (b), the employing entity shall provide the following to its ROE, which shall upload the information specified in this subsection on a form supplied by the State Superintendent into the ELIS account of the applicant prior the State Superintendent issuing the application:
 - 1) a statement of assurance that supervision will be provided by an individual who holds a PEL endorsed for director of special education that includes a description of the supervision the individual will receive;
 - 2) a statement of assurance that the employing entity has exhausted all recruitment efforts and has been unable to secure the services of an individual who is appropriately licensed for the teaching position in question; and
 - 3) verification of enrollment or intent to enroll in coursework required as part of a State-approved educator preparation program, signed by the applicant.
- d) The short-term approvals described in subsection (b) may be applied for until June 30, 2026.
- e) Approval of an individual's application shall be specific to the teaching assignment and employer described in the application but shall be transferrable to a new employer, provided that the conditions of subsection (a)(4) are met by the new employer.
- f) Upon approval of an application by the State Superintendent, the individual shall have three full fiscal years in which to complete the remaining coursework described in Section 25.43(b), (d), or (e) or in 23 Ill. Adm. Code 226.810, as applicable, and receive the endorsement under Section 25.43.
- g) The short-term emergency approval for a holder of an educator license with stipulations endorsed for transitional bilingual educator will not expire when the transitional bilingual educator endorsement expires; however, for the short-term approval to remain in effect, the holder must hold a valid PEL.

- h) The short-term emergency approval shall not be renewed. An individual who does not obtain the endorsement identified in Section 25.43 within the time allotted shall not be assigned to a special education teaching position.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.50 General Certificate (Repealed)

(Source: Repealed at 24 Ill. Reg. 12930, effective August 14, 2000)

Section 25.60 Alternative Educator Licensure Program for Teachers

This Section establishes requirements in addition to those set forth in Section 21B-50 of the Code for an institution of higher education or a not-for-profit entity recognized and approved to offer educator preparation programs under Subpart C to provide an alternative approach to obtaining a PEL.

a) General Requirements

Each alternative educator licensure program shall:

- 1) include a program of study that addresses the content enumerated in Section 21B-50(b)(1) of the Code. For purposes of this subsection (a)(1), instruction relative to special education, English learners, and reading shall meet the criteria set forth in Section 25.25(a).
- 2) provide up to two years of residency pursuant to Section 21B-50(b)(2) of the Code during which the candidate is assigned to teach full time for at least one year as the teacher of record or a co-teacher.

A) During the first school year of the residency, the program shall assign a mentor teacher to each candidate.

i) The mentor shall:

- hold a PEL and be employed by the school district where the candidate is serving the residency;
- have three years of full-time teaching experience in the 10 years immediately preceding assignment as a mentor; and
- have achieved a performance evaluation rating of proficient or higher in the two most recent evaluations.

ii) In a preschool educational program that meets the criteria established in Section 2-3.71 of the Code, each candidate shall be assigned a mentor or qualified equivalent of a mentor.

B) During the second year of residency, if applicable, the program shall assign a teacher who meets the requirements of subsection

(a)(2)(A) to serve as a coach for each candidate, providing consultation and support, as needed.

- 3) involve a partnership of the institution or not-for-profit entity offering the alternative educator program with a public school district or nonpublic school that meets the criteria set forth in Section 21B-50(d) of the Code or a preschool educational program that meets the criteria established in Section 2-3.71 of the Code. Candidates also may serve:
 - A) in the case of early childhood endorsements, in a position for which a PEL endorsed for early childhood is required pursuant to the rules of the State Board at 23 Ill. Adm. Code 235;
 - B) in a facility operated by a provider approved by the State Superintendent to contract with school districts for the provision of special education services pursuant to Section 14-7.02 of the Code and 23 Ill. Adm. Code 401; or
 - C) in a charter school.
- 4) At the conclusion of the first or second year of residency, administer a comprehensive assessment to gauge the candidate's teaching effectiveness. The assessment shall be conducted by the principal or, in a preschool educational program that meets the criteria established in Section 2-3.71 of the Code, a principal or qualified equivalent of the school to which the candidate is assigned, and the coordinator of the alternative educator program appointed by the institution or not-for-profit entity. *If there is disagreement about the candidate's teaching effectiveness at the end of the first year of residency, a second year of residency shall be required. If there is disagreement between the two evaluators at the end of the second year of residency, a third year of residency shall be completed under a professional development plan developed by the principal and preparation program.* (See Section 21B-50(b)(4) and (d) of the Code.)

b) Candidate Qualifications

- 1) In order to participate in the first year of residency, the candidate shall:
 - A) apply for an ELS-APE, which shall be issued upon the presentation of evidence of having met the requirements set forth in Section 21B-50(c) of the Code and payment of the fee required under Section 21B-40 of the Code;

- B) complete the course of study required under subsection (a)(1); and
 - C) pass the content area test for area in which licensure is sought, as required by Section 21B-30(d) of the Code and Section 25.720. Subsequent endorsements may be added to the ELS-APE at the time of issuance if the candidate has completed all required coursework and passed the content test for each subsequent endorsement, as required under Section 25.100.
- 2) During the first year of residency, the candidate shall:
- A) Complete any additional coursework relative to the standards set forth in 23 Ill. Adm. Code 24 and the content-area standards for the teaching field of the endorsement, as required under Section 25.120;
 - B) Until August 4, 2023 (the effective date of Public Act 103-488), and beginning again on September 1, 2025, pass a teacher performance assessment; and
 - C) Upon finishing the first year of residency, be recommended for either the professional educator license or a second year of residency in accordance with the program's process established pursuant to subsection (c)(6)(C).
- 3) If necessary, a candidate may complete any additional coursework relative to the standards set forth in 23 Ill. Adm. Code 24 and the content-area standards for the teaching field of the endorsement, as required under Section 25.120, during the second year of residency or after the first year of residency; however, the coursework must be complete prior to receiving licensure.
- 4) If necessary, a candidate may complete a third year of residency pursuant to Section 21B-50(b)(4) of the Code.
- c) Proposal Requirements
- 1) Each proposal shall describe the role and responsibilities of the institution or not-for-profit entity and of the school district or nonpublic school with which the institution or entity will partner. The proposal also shall identify the program coordinator to be assigned by the institution or entity to oversee the candidates in the alternative program.

- A) The proposal shall include a plan to ensure that the program coordinator visits the classroom in which each candidate is placed for an average of one day a week during the school year. Visits may occur in-person or virtually.
 - B) Any program coordinator assigned to the candidates under this subsection (c)(1) shall meet the requirement for training under subsection (c)(7).
- 2) Each proposal shall demonstrate how the program will evaluate the congruence of a candidate's baccalaureate education, the candidate's employment experience in a field requiring application of that education, and the teaching area for which the candidate seeks preparation and licensure.
- 3) For candidates who have not completed a major in the particular content area of the endorsement sought, as required under Section 21B-50(c) of the Code, the institution or not-for-profit entity shall describe the process and criteria it will use to determine whether the candidates' coursework and prior experience align to the standards for the content area of the endorsement. Coursework, or a combination of experience and coursework, must be equivalent to at least 9 semester hours in the endorsement areas for entry into the program, and at least 32 semester hours of credit in the areas required under Section 25.25(a)(2)(A) prior to entitlement for the PEL. At least 18 of the 32 hours must be in the specific endorsement area (e.g., biology or political science).
 - A) Any transcript evaluation the program conducts pursuant to this subsection (c)(3) shall be provided to the State Superintendent for approval no later than 45 days before the candidate is to be admitted into the program.
 - B) For candidates seeking an endorsement in early childhood, elementary, or special education, a *major in the content area of one of the sciences* (Section 21B-50(c)(3) of the Code) shall be understood to mean any of the biological, physical, or social sciences.
- 4) Each proposal shall provide an assurance that all candidates will be required to pass a teacher performance assessment no later than the end of the first year of residency, if required by this Section or Section 21B-30 of the Code.

- 5) Each proposal shall describe the proposed course of study.
 - A) Each proposal shall demonstrate how candidates will acquire knowledge of content and skills equivalent to the content and skills contained in a preparation program approved pursuant to Subpart C with regard to:
 - i) *instructional planning*;
 - ii) *instructional strategies, including those meeting the criteria for instruction relative to special education, reading, and English language learning set forth in Section 25.25(b)*;
 - iii) *classroom management*; and
 - iv) *the assessment of students and use of data to drive instruction.* (Section 21B-50(b)(1) of the Code)
 - B) Each proposal shall include provisions for determining the amount of time individual candidates will need in order to complete the proposed course of study, based upon factors, such as their experience and the type of program offered.
 - C) Each proposal shall describe the field experiences in which candidates will participate before beginning their first year of residency.
 - D) Each program shall include a preservice assessment of each candidate's performance, to be conducted by the institution or not-for-profit entity responsible for the program at the conclusion of the course of study in order to determine the candidate's readiness for the two-year teaching assignment. Each proposal shall state the criteria for the institution's or entity's determination of candidates' readiness.
- 6) Each proposal shall describe the proposed arrangements for candidates' teaching assignments under this Section and shall provide for these to be set forth in a formal, written agreement between the participating entity responsible for the program and the school districts, early childhood or nonpublic special education facility, or charter school where candidates will practice. Each agreement shall address:

- A) the nature and intensity of the support to be provided to candidates by the mentor, as well as any experienced teachers and other staff members of the district, including:
 - i) the qualifications and experience of the mentor and any of the assisting teachers and staff;
 - ii) the estimated amount of time the mentor and any assisting teachers and staff will devote to advising and assisting candidates; and
 - iii) the specific roles of the mentor and any assisting teachers and staff;
 - B) provisions enabling candidates to compensate for teaching time lost due to emergencies; and
 - C) the process and criteria to be used by the principal, or qualified equivalent, of the school where the candidate is placed and the program coordinator to recommend the candidate for a professional educator license after one year of residency or placement in a second year of residency. (Section 21B-50(b)(2) of the Code)
- 7) Each proposal shall describe the proposed method of comprehensively assessing candidates' teaching performance at the conclusion of the first or second year of residency. This method shall, at a minimum, meet the requirements set forth in 23 Ill. Adm. Code 50.120 and be conducted by an individual who has successfully completed the prequalification process and passed the required assessment authorized by Section 24A-3 of the Code. The assessment methods shall be set forth in a formal, written agreement between the participating entity responsible for the program and the school districts where candidates will practice. Each agreement shall describe:
- A) the roles of the principal and program coordinator who will participate in the evaluation of candidates;
 - B) assessment methods capable of demonstrating whether a candidate is:

- i) knowledgeable about specific subject matter and strategies for teaching that subject matter to students with differing needs; and
 - ii) skilled in managing and monitoring students' learning;
 - C) the professional development process to be used either for those candidates who receive a "needs improvement" rating at the conclusion of the assessment process or in instances when the principal and program coordinator cannot agree. This process shall address the candidate's weaknesses and deficiencies identified during the assessment and assist the candidate in making improvement during the third year of residency relative to those weaknesses and deficiencies. The option for professional development and a third year of residency shall not be afforded to any candidate who receives "unsatisfactory" ratings from both the principal and program coordinator or for anyone who receives an "unsatisfactory" rating from either the principal or program coordinator and a "needs improvement" rating from either the principal or program coordinator; and
 - D) *assurances from the partner school districts to provide intensive mentoring and supports through at least the end of the second full year of teaching* (through the first year of teaching on the professional educator license) *for educators who completed the Alternative Educators Licensure Program in less than two years.* (Section 21B-50(d) of the Code)
- 8) Each proposal shall delineate any criteria, in addition to a candidate's receiving a rating of "proficient" or higher at the conclusion of the comprehensive assessment required under subsection (c)(7), by which candidates will be recommended for the PEL endorsed in the content area and grade level of the candidate's residency practice by the participating entity responsible for the program.
- 9) Proposals shall be submitted electronically to the State Superintendent or designee.
- d) **Program Approval**
Proposals for the establishment of alternative programs for teacher licensure meeting the specifications of this Section and Section 21B-50 of the Code shall be approved by the State Superintendent pursuant to the requirements set forth in Section 25.120. Programs shall be reviewed in consultation with SEPLB.

- e) *Successful completion of the program shall be deemed to satisfy any other practice or student teaching and content matter requirements established by law.* (Section 21B-50(b) of the Code) A candidate successfully completing the program shall receive a PEL endorsed in the content area and grade levels of the residency practice upon application and payment of the fee required under Section 21B-40 of the Code.
- f) Each alternative program established pursuant to this Section shall be subject to the review process and reporting requirements described in Subpart C.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.65 Alternative Educator Licensure (Repealed)

(Source: Repealed at 43 Ill. Reg. 14806, effective December 4, 2019)

Section 25.67 Alternative Route to Teacher Licensure (Repealed)

(Source: Repealed at 43 Ill. Reg. 14806, effective December 4, 2019)

Section 25.70 Endorsement for Career and Technical Educator (Grades 5-12)

The requirements of this Section apply to individuals seeking an educator license with stipulations endorsed for career and technical educator (ELS-CTE) pursuant to Section 21B-20(2)(E) of the Code.

- a) Each applicant for an ELS-CTE shall present evidence of having completed 60 semester hours of college coursework from a regionally accredited institution or accredited trade and technical institution, as well as evidence of having completed 2,000 hours of work experience outside the field of education in each area to be taught. An applicant can use educational experience hours towards the 2,000 hours of work experience only if the applicant was delivering the instruction and was not a recipient of the instruction, and the applicant was appropriately licensed or qualified to teach the course at the time of delivery of instruction. Educational experience hours gained while teaching a course as a substitute are not allowable except for the General Education program of study. The required evidence of this work experience shall be written statements from former supervisors who can be reached for verification or, in cases in which supervisors are no longer available to verify the individual's employment, affidavits by the applicant describing the work experience.
- b) Each ELS-CTE shall be valid until June 30 immediately following five years after the license is issued (see Section 21B-20(2)(E) of the Code). Renewal of the license after that five-year period shall be contingent upon criteria set forth in Section 25.800.
- c) Subsequent endorsements in CTE areas may be earned on an issued ELS-CTE by providing evidence of 1,000 hours of work experience in the new endorsement area sought. An applicant can use educational experience hours towards the 1,000 hours of work experience only if the applicant was delivering the instruction and was not a recipient of the instruction, and the applicant was appropriately licensed or qualified to teach the course at the time of delivery of instruction. Educational experience hours gained while teaching a course as a substitute are not allowable except for the General Education program of study.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.72 Endorsement for Provisional Career and Technical Educator (Grades 5-12)

The requirements of this Section apply to individuals seeking an educator license with stipulations endorsed for provisional career and technical educator (ELS-CTEP) pursuant to Section 21B-20(2)(F) of the Code.

- a) Each applicant for an educator license with stipulations endorsed for provisional career and technical educator shall present evidence of having completed 8,000 hours of work experience in the skill area for which the applicant is seeking employment. (See Section 21B-20(2)(F).) The required evidence of this work experience shall be written statements from former supervisors who can be reached for verification or, in cases in which supervisors are no longer available to verify the individual's employment, affidavits by the applicant describing the work experience.
- b) At the time application is made for the ELS-CTEP, the school district that will employ the individual requesting the license shall verify, in writing, to the State Superintendent that:
 - 1) the district is unable to find a qualified individual holding a PEL endorsed for the skill area of instruction or an ELS-CTE in the skill area of instruction; and
 - 2) the current circumstances existing in the district require the employment of an individual licensed in the skill area of instruction.
- c) The ELS-CTEP is valid *until June 30 immediately following five years after the endorsement was issued.* (Section 21B-20(2)(F) of the Code)
- d) In accordance with Section 21B-20(2)(F) of the Code, the ELS-CTEP shall be renewed for a five-year period provided that the individual seeking the renewal has paid the fee required under Section 21B-40 of the Code to register the license.
- e) Subsequent endorsements in career and technical education areas may be added to an issued ELS-CTEP or educator license with stipulations endorsed for part-time career and technical educator (ELS-PCTE) by providing evidence of 1,000 hours of work experience in the new endorsement area sought.
- f) An applicant may use educational experience hours toward hours of work experience only if the applicant was delivering the instruction and was not a recipient of the instruction.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.75 Part-time Provisional Certificates (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

**Section 25.80 Endorsement for Part-time Provisional Career and Technical Educator
(Repealed)**

(Source: Repealed at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.81 Short-Term Approval for Career and Technical Education

Subject to the provisions of this Section, an individual holding a PEL endorsed in a teaching field or any CTE educator license with stipulations plus one year of teaching experience on that license may receive short-term approval for assignment in a CTE position in which that individual does not hold full qualifications. Nothing in this Section is intended to modify existing endorsement requirements under Section 25.70, 25.72, or 25.100.

a) Applicability

- 1) The short-term approvals described in this Section shall be available for application until June 30, 2026 for individuals who lack the full work experience required for a CTE endorsement under Section 25.70.
- 2) The short-term approval shall be available in situations in which the employing entity's need for short-term authorization has arisen due to the unforeseen departure of a teacher who was fully qualified for the assignment in question.

b) Application Procedures and Validity

- 1) A licensed teacher seeking short-term approval under this Section shall file an application in ELIS.
- 2) The State Superintendent must approve an application for short-term approval if the applicant:
 - A) provides proof of 240 hours of applicable work experience in the content area sought; or
 - B) holds a professional credential, as approved by the State Board, in the endorsement area sought.
- 3) Short-term approvals issued under this Section shall expire on July 1 immediately following the third full fiscal year after the approval was issued and may not be renewed.
- 4) Before the short-term approval expires, an individual must apply for and receive the applicable license or endorsement under Section 25.70 or 25.72 to continue teaching in the assigned area.

- 5) Each year of full-time work experience on the approval may be used toward 2,000 hours of work experience required for the full license or endorsement.
- c) **Filing of Information by School Districts**
The employing entity hiring an individual under this Section must file all of the following with the regional superintendent in a format designed by the State Superintendent:
 - 1) a description of the vacant position, including the subject area and the grade level.
 - 2) a description of the entity's inability to fill the position with a fully qualified individual.
 - 3) a statement of assurance that the employing entity has not honorably discharged anyone in the past year who was fully qualified for the position.
 - 4) a statement of assurance, signed by the hiring district, that the individual will be supervised by an employee in the school of assignment who holds a PEL endorsed for general administration, principal, or superintendent.
- d) Each regional superintendent overseeing the entity that employs an individual seeking a position under this Section shall upload the information specified in subsection (c), on a form supplied by the State Superintendent, into the ELIS account of the applicant prior to the State Superintendent issuing the application.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.82 Requirements for the Early Childhood Certificate (2004) (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

**Section 25.85 Special Provisions for Endorsement in Foreign Language for Individuals
Currently Certified (Repealed)**

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

**Section 25.86 Special Provisions for Endorsement in Foreign Language for Individuals
Prepared as Teachers But Not Currently Certified (Repealed)**

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.90 Endorsement for Transitional Bilingual Educator

An individual holding an ELS-TBE can only serve students who are English learners in Transitional Bilingual Education settings. Requirements for the ELS-TBE, issued pursuant to Section 21B-20(2)(G) of the Code, shall be as follows:

- a) Requirements of Prior Education or Certification or Licensure. The applicant shall:
 - 1) have possessed, within five years prior to the date of application, a valid teaching certificate, license, or comparable legal authorization issued by a foreign country or by a state or possession or territory of the United States; or
 - 2) hold a bachelor's degree or higher from a regionally accredited institution of higher education in the United States or *a degree from an institution of higher learning in a foreign country that SEPLB determines to be the equivalent of a bachelor's degree from a regionally accredited institution of higher learning in the United States* (Section 21B-20(2)(G) of the Code). The applicant must submit an official transcript from the U.S. institution or a certified transcript from the foreign institution. The State Superintendent will determine equivalency by comparing the applicant's course of study to that required for a bachelor's degree from a regionally accredited institution of higher learning in the United States on factors including:
 - A) the applicant's length of study at the foreign institution (which shall be equivalent to four years of postsecondary study);
 - B) the number of credit hours or similar units of instruction that the applicant has successfully completed (which shall be the equivalent of 120 semester hours);
 - C) the content of the applicant's courses and the distribution of courses among the various disciplines constituting a bachelor's degree program in the United States, which shall include the equivalent of a 32-semester-hour major field of study;
 - D) the applicant's grades or similar evidence of successful academic performance; and
 - E) the foreign institution's accreditation status, if any.

b) Language Requirements

- 1) The applicant must demonstrate adequate speaking, reading, and writing, including grammar, skills in a non-English language in which transitional bilingual education is offered in Illinois. This requirement may be fulfilled in one of the following ways:
 - A) The applicant presents evidence of having graduated from a teacher preparation institution or an institution of higher education in which the medium of instruction was in a non-English language in which transitional bilingual education is offered in Illinois and for which licensure is sought.
 - B) The applicant successfully completes the required test (see Section 25.710) in the non-English language in which transitional bilingual education is offered in Illinois and for which licensure is sought. If no test for transitional bilingual education in the target language is listed in Section 25.710, the required test shall be another test approved by the State Superintendent. The selection, development, and administration of each test not listed in Section 25.710 shall conform to the requirements of Section 25.715 to the extent feasible in light of the rate of incidence of the target language in Illinois.
 - C) The applicant holds an Illinois State Seal of Biliteracy or has obtained working fluency or higher on the Global Seal of Biliteracy in the language that coincides with the endorsement sought on the license.
- 2) The applicant must demonstrate adequate speaking, reading, and writing, including grammar skills, in English. This requirement may be fulfilled in one of the following ways:
 - A) The applicant presents evidence of having graduated from an institution of higher education in which the medium of instruction was English.
 - B) The applicant successfully completes the English Language Proficiency Test (see Section 25.710).

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.92 Endorsement for Visiting International Educator

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 regarding its recruitment program, shall provide assurances as the State Board may require regarding compliance with applicable procedures, training of representatives, and support for candidates employed under the program. In accordance with Section 21B-20(2)(I) of the Code, the school district also shall be responsible for preliminary verification that each candidate:
 - 1) *holds the equivalent of a minimum of a bachelor's degree issued in the United States;*
 - 2) *has been prepared as a teacher at the grade level for which the candidate will be employed;*
 - 3) *has adequate content knowledge in the subject matter to be taught; and*
 - 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 United States, 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 foreign credential evaluation reports provided by State Board-approved evaluation companies, pursuant to Section 25.425(c).
- c) A representative of the recruiting school district who has been trained by the State Board or its designee in the use of the required instruments shall confirm evidence of each candidate's English proficiency in one of the following ways:
 - 1) A candidate's degree from an institution of higher education in which the mode of instruction was English;
 - 2) A candidate's major in the English language; or
 - 3) Passing scores on the Test of English as a Foreign Language (TOEFL iBT), the Cambridge English Assessment with Common European

Framework of Reference for Languages (CEFR), or any other English language exam approved by the State Superintendent in consultation with the SEPLB.

- d) The recruiting school district shall provide a report to the State Superintendent 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 United States;
 - 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 a test that provides evidence of subject-matter competency; and
 - 4) evidence of English language proficiency.
- e) Either the recruiting district or the candidate shall furnish to one of the evaluation services identified in Section 25.425(d) the candidate's university transcript, the diploma reflecting the degree granted, and the results from the comprehensive terminal examination or the periodic formal examinations required by the university where the candidate completed teacher preparation, as applicable, along with translations of all these materials into English. Approved evaluation service providers shall submit official translated evaluation reports, inclusive of the criteria required in Section 25.425(c)(1), to the State Superintendent.
- f) The recruiting school district shall affirm:
 - 1) that the individual has been issued a DS-2019 form by the State Superintendent or designee or another program sponsor approved by the State Superintendent and the U.S. Department of State to sponsor J-1 teachers in Illinois;
 - 2) that each potential candidate is of good character, as defined in Section 21B-15 of the Code; and
 - 3) that the district will require the candidate to undergo State and federal background checks and employment history reviews, as specified in

Section 10-21.9 or 34-18.5 and Section 22-94 of the Code, prior to employment in the district.

- g) Upon receipt and verification of the information and documents identified in subsections (c), (d), and (f), confirmation of the individual's eligibility from the evaluation service to which credentials were submitted under subsection (e), and an application for the educator license with stipulations endorsed for visiting international educator from the individual, accompanied by the fee required by Section 21B-40 of the Code, the State Board shall issue an educator license with stipulations endorsed for visiting international educator in the content-area, grade levels, bilingual language, and foreign language the individual is qualified to teach. The individual shall not be required to pass any test that forms part of the Illinois Licensure Testing System (see Subpart I) in order to qualify for this license. An individual with an educator license with stipulations endorsed for visiting international educator may teach that individual's native language without formal preparation as a teacher of that language, provided that it was the language of instruction in the program completed.
- h) The educator license with stipulations endorsed for visiting international educator shall be valid until June 30 immediately following five years after the endorsement being issued and shall not be renewable. The licensee shall pay the fee required by Section 21B-40 of the Code to register the license with the regional superintendent in the region where the teaching will be done.
- i) A holder of an educator license with stipulations endorsed for visiting international educator shall be permitted to teach in bilingual education programs in the language that was the medium of instruction in the holder's teacher preparation program.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.95 World Language Endorsement for the Transitional Bilingual Educator

The requirements of this Section apply to individuals holding an educator license with stipulations endorsed for transitional bilingual educator who wish to apply for a world language endorsement on that license. The requirements of Section 25.100, rather than the requirements of this Section, apply for individuals seeking to add a world language endorsement on a PEL.

- a) In accordance with Section 21B-20(2)(H) of the Code, each applicant for a world language endorsement on an educator license with stipulations shall demonstrate proficiency in the language for which the endorsement will be issued by passing the applicable test (see Section 25.710) in the non-English language in which world language endorsement is sought; holding an Illinois State Seal of Biliteracy in the language that coincides with the endorsement sought on the license; or achieving working fluency or higher on the Global Seal of Biliteracy in the language that coincides with the endorsement sought.
- b) The educator license with stipulations shall be endorsed for a specific world language for which proficiency was demonstrated pursuant to subsection (a). The world language endorsement shall be valid for the same validity period as the license and shall expire when that license expires.
- c) An individual holding an educator license with stipulations endorsed for world language shall be qualified to teach the world language of the endorsement in any of PK-12.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.96 Endorsement for Early Childhood Education (Birth through Grade 2)

The requirements set forth in this Section apply to the receipt of an ECE endorsement (valid for teaching self-contained general education) issued for birth to grade 2.

- a) The endorsement for ECE shall be affixed to the PEL.
- b) Each candidate for a PEL endorsed in ECE shall complete the requirements set forth in Section 25.25.
- c) Each candidate enrolled in an Illinois approved program shall complete field experiences, as defined in Section 25.610, in addition to one student teaching experience, as required under Section 25.620, that together include opportunities to work in at least two of the three early childhood age groupings of birth through age 3, age 3 through 5 years, and age 5 through 8 years. The student teaching experience may satisfy work in one of the three early childhood age groupings and at least one field experience must be completed in one of the two remaining areas.
- d) An individual who holds a valid PEL with an elementary education, middle grades, secondary, or special teaching endorsement shall receive an ECE endorsement if the individual has successfully completed 18 semester hours of college-level coursework addressing each of the following areas specific to or inclusive of ECE and by passing the test required by Section 25.720. Additional coursework addressing topics in subsection (d)(2) or (d)(3) shall be taken if needed to total 18 semester hours.
 - 1) Child growth and development.
 - 2) Planning and assessment.
 - 3) Methods and content pedagogy.
 - 4) Literacy methods.
 - 5) Collaborative relationships with family or communities.
- e) Any candidate completing an ECE program that meets the requirements of 23 Ill. Adm. Code 26.110(d) is eligible for a Gateways ECE Level 5 credential for two years after completing the program and may apply for the credential by using the process set forth at <https://www.ilgateways.com/credentials>. Candidates are not required to obtain the Gateways ECE Level 5 credential to receive the ECE endorsement under this Section.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.97 Endorsement for Elementary Education (Grades 1 through 6)

The requirements set forth in this Section apply to the receipt of an elementary education endorsement (valid for teaching self-contained general education).

- a) The endorsement for self-contained general elementary education in grades 1 through 6 shall be affixed to a PEL.
- b) Each candidate for a PEL endorsed in self-contained general elementary education shall complete the requirements set forth in Section 25.25.
- c) Each individual enrolled in an Illinois-approved program shall complete field experiences and student teaching, as required by Section 25.620.
- d) An individual who holds a valid PEL endorsed for provisional educator with an ECE, middle grades, secondary, or special teaching endorsement shall receive a self-contained general elementary education endorsement if that individual has successfully completed college-level coursework addressing each of the following areas specific to or inclusive of elementary education and by passing the test required by Section 25.720. (Additional coursework addressing topics in subsection (d)(3) shall be completed if needed to total 18 semester hours.):
 - 1) Growth and development.
 - 2) Planning and assessment.
 - 3) Methods and content pedagogy.
 - 4) Literacy methods.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.99 Endorsement for the Middle Grades (Grades 5 through 8)

The requirements set forth in this Section apply to the receipt of a middle grade endorsement issued for grade 5 through grade 8.

- a) A subject-specific endorsement for the middle grades of 5 through 8 shall be affixed to a PEL.
- b) Each candidate for a PEL endorsed for the middle grades shall complete the requirements set forth in Section 25.25. As applicable to the specific middle-grades subject area of the endorsement, an Illinois approved program shall include the following:
 - 1) for a middle-grades math endorsement, 18 hours of math content, which shall include three hours of content-specific methods focused on the middle grades;
 - 2) for a middle-grades literacy endorsement, 18 hours of literacy content, which shall include three hours of content-specific methods focused on the middle grades;
 - 3) for a middle-grades science endorsement, 18 hours of science content (including three hours of content-specific methods focused on the middle grades) to include coursework in each of the following areas:
 - A) physical sciences;
 - B) life sciences; and
 - C) earth and space sciences; or
 - 4) for a middle-grades social science endorsement, 18 hours of social science content (including three hours of content-specific methods focused on the middle grades) to include coursework in each of the following areas, in relation to Illinois, the United States, and the world:
 - A) history;
 - B) geography;
 - C) civics and government; and
 - D) economics.

- c) Each individual enrolled in an Illinois-approved program shall complete field experiences and student teaching, as required by Section 25.620.
- d) An individual who holds a valid PEL with an ECE, elementary education, middle-grades, secondary, or special teaching endorsement shall receive a content-specific middle grades endorsement if that individual has successfully completed 18 semester hours of college-level coursework addressing each of the following areas specific to or inclusive of the middle grades and by demonstrating attainment of the relevant standards by passing the test required by Section 25.720:
 - 1) content-specific methods; and
 - 2) content coursework specific to the content area sought.
- e) A licensee holding the middle-grades endorsement instead of the elementary education endorsement on the PEL may teach in grades 5 or 6 in a self-contained general education setting if the licensee has a minimum of six semester hours of coursework in each content area to be taught for which the licensee does not hold a content-area endorsement issued under subsection (a).

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.100 Teaching Endorsements on the Professional Educator License

Appendix E provides a list of the available endorsements and shows for each endorsement the related endorsements that were issued before July 1, 2013. Any semester hours of credit presented toward fulfillment of the requirements of this Section shall be posted on the candidate's official transcript and may be taken in on-line or electronically-mediated courses, provided that college credit is provided for the coursework by a regionally accredited institution of higher education. All professional education and content-area coursework that forms part of an application for licensure, endorsement, or approval must have been passed with a grade no lower than "C-" or equivalent and be posted on the individual's official transcript in order to be counted towards fulfillment of the applicable requirements. If the Governor declares a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act, Illinois educator preparation providers shall be exempt from the "C-" or higher provision when entitling candidates for licensure if the candidates are already enrolled in an educator preparation course.

- a) Secondary Education Science and Social Science Endorsements
 - 1) Content-specific endorsements (e.g., science – biology, social science – economics) shall be required in conjunction with some endorsements, as shown in Appendix E. Except in the case of world language, a licensee shall be authorized to teach all the subjects encompassed by a particular endorsement, regardless of the content-specific endorsement or endorsements received in conjunction with that endorsement. However, a licensee may not teach honors courses, as defined by the employing district, or Advanced Placement courses in a subject for which the licensee does not hold the content-specific endorsement. For example, a secondary science teacher with a content-specific endorsement for science – biology may not teach honors physics or chemistry unless that teacher holds a content-specific endorsement in science – physics or science – chemistry.
 - 2) At least 12 semester hours must be in the specific science or social science area sought (e.g. biology or political science), and 6 semester hours must be taken in at least one other science or social science area (as applicable to the endorsement sought.) Applicants for a science endorsement must complete coursework in both the biological sciences (biology, ecology/environmental science) and physical sciences (chemistry, earth & space science, physics.)
- b) Science and Social Science Endorsements Issued Prior to July 1, 2004. The provisions of subsection (a) do not apply to endorsements in a particular content area available prior to July 1, 2004 that were not exchanged for the endorsement

currently available. Individuals holding these endorsements shall teach only the specific content encompassed by the endorsement issued. For instance, an individual who holds an endorsement in biology (rather than "sciences" with a content-area endorsement in science – biology) shall teach only biology and no other science content. An individual who wishes to teach other subjects in the same field or grade levels shall be required to apply for the relevant new endorsement in keeping with Section 21B-40 of the Code and meet the applicable requirements of this Section.

c) Endorsements at Time of Issuance of the Professional Educator License

- 1) Pursuant to Section 21B-25 of the Code, each PEL *shall be specifically endorsed by the State Board of Education for each content area and grade-level range for which the holder of the license is qualified to teach and for which application has been made.*
- 2) The PEL issued shall be endorsed in keeping with the program completed and the related content-area test passed by the candidate and for any other subject in which the individual:
 - A) meets the requirements of subsection (d), (f), (g), (h), (i), (j) or (k);
or
 - B) has accumulated 18 semester hours of college credit demonstrably related to the subject area, either as a subset of an approved program at an Illinois institution or from one or more regionally accredited institutions of higher education and has passed the applicable content-area test.

d) Endorsements with No Tests

Certain endorsements or content-specific endorsements listed in Appendix E have no corresponding content-area test (see Section 25.710). The provisions of this subsection (d) shall apply to the issuance of these endorsements and content-specific endorsements.

- 1) For an applicant who is receiving an Illinois PEL endorsed for a teaching field, the institution that offered the approved program completed by the applicant shall indicate that the applicant has met the standards applicable to the endorsement or the particular content-specific endorsement, except that the requirements of subsection (h) shall apply to the issuance of endorsements in safety and driver education.

- 2) An applicant prepared out of state, or an applicant who is already licensed in Illinois and is seeking to add a new endorsement or a content-specific endorsement in one of these subjects, other than an endorsement in safety and driver education, shall present evidence of completion of 18 semester hours of coursework (subject to further limitations as set forth in this Section) in the area covered by the endorsement or content-specific endorsement sought.
 - 3) An applicant prepared out of state or an applicant who is already licensed in Illinois and is seeking to add a new endorsement in safety and driver education shall be subject to the requirements set forth in subsection (h).
- e) Addition of Endorsements to Currently Held PELs
- An individual who holds a valid PEL shall apply for additional endorsements using the ELIS and pay the fee required under Section 21B-40 of the Code.
- 1) When an applicant qualifies for an endorsement, its issuance shall be reflected on ELIS.
 - 2) Subject of Endorsement
 - A) An endorsement will be issued for any subject in which the individual:
 - i) holds a valid PEL with an early childhood, elementary, middle grades, secondary, or special teaching endorsement and meets the requirements of subsection (d), (f), (g), (h), (i), (k), or (l); or
 - ii) for other content areas not referenced in subsection (e)(2)(A)(i), holds a valid PEL with an early childhood, elementary, middle grades, secondary, or special teaching endorsement and:
 - has accumulated 18 semester hours of college credit demonstrably related to the subject area, from one or more regionally accredited institutions of higher education; and
 - has passed the applicable content-area test.
 - B) Individuals who hold one senior high science or social science endorsement may add additional senior high endorsements in the

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same subject (i.e., science or social science) by completing 12 semester hours of content specific coursework or by passing the applicable content-area test.

- C) An individual who holds a PEL endorsed for an area outside of teaching shall receive any of the teaching endorsements identified in this Part by:
 - i) passing the tests required by Section 25.720;
 - ii) completing a State-approved program in the subject area sought or a comparable program, as defined in Section 25.425(a), offered out of state;
 - iii) completing a student teaching experience that meets the requirements of Section 25.620; and
 - iv) completing applicable subject area requirements outlined in this Section.
- f) Requirements for Reading Teacher and Reading Specialist Endorsements
Special provisions shall apply to the issuance of endorsements for reading teachers and reading specialists. A reading teacher is a teacher whose assignment involves teaching reading to students. A reading specialist is a teacher whose assignment involves the provision of technical assistance or professional development to other teachers and may also include teaching reading to students.
 - 1) Reading Teacher
This endorsement shall not be issued alone as an individual's first teaching credential. An individual who holds an Illinois PEL and who receives an endorsement for some teaching field other than reading shall be eligible to receive this additional endorsement on that license when the individual presents evidence of:
 - A) having passed the applicable content-area test (i.e., reading teacher or reading specialist) required by Section 25.720; and
 - B) having completed 18 semester hours of graduate or undergraduate coursework in reading (as posted on the individual's official transcript), including a practicum, at one or more regionally accredited institutions of higher education, provided that all the following areas were addressed:

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- i) foundations of reading;
- ii) content-area reading;
- iii) assessment and diagnosis of reading problems;
- iv) developmental and remedial reading instruction, support, materials, and resources; and
- v) literature appropriate to students across all grade ranges.

2) Reading Specialist

- A) Each candidate for the reading specialist endorsement shall present evidence of two years of teaching experience either on an educator license in an Illinois school or on a comparable out-of-state certificate or license valid for teaching at any of the grade levels of early childhood, elementary, middle, secondary, or special K-12. Each candidate shall be eligible to receive the reading specialist endorsement on the PEL when that candidate presents evidence of having completed the teaching experience required under this subsection (f)(2)(A).
- B) Each candidate shall hold a master's degree or higher awarded by a regionally accredited institution of higher education.
- C) Each candidate shall have completed a K-12 reading specialist preparation program approved pursuant to Subpart C, or a comparable program, as defined in Section 25.425(a), offered out of state, that includes clinical experiences with five or more students at both the elementary (i.e., kindergarten through grade 8) and secondary levels and leads to the issuance of a master's or higher degree, provided that a person who holds one master's degree shall not be required to obtain a second one. For purposes of the clinical experiences, a candidate shall work with at least one student enrolled in elementary grades and at least one student enrolled in secondary grades and may work with students one on one or in a group. Each candidate shall have been recommended for the endorsement by the institution offering the program.
- D) Each candidate for a PEL endorsed for reading specialist shall meet the requirements set forth in Section 25.25.

- g) Requirements for Early Childhood, Elementary, Middle Grades, and Bilingual Education Endorsements
 - 1) The requirements of Section 25.97, rather than the requirements of this Section, shall apply to credentials and assignments in the elementary grades.
 - 2) The requirements of Section 25.99, rather than the requirements of this Section, shall apply to credentials and assignments in the middle grades, except that Section 25.99 shall be read in conjunction with this Section with respect to reading teacher, reading specialist, gifted education teacher, gifted education specialist, and library information specialist assignments in the middle grades.
 - 3) The requirements of 23 Ill. Adm. Code 1.780, 1.781, and 1.782, rather than the requirements of this Section, shall apply to credentials and assignments in the areas of bilingual education and English as a Second Language.
 - 4) The requirements of Section 25.96, rather than the requirements of this Section, shall apply to credentials and assignments in ECE.
- h) Requirements for Safety and Driver Educator Endorsements

An endorsement in safety and driver education shall be issued when the applicant provides evidence of having completed 18 semester hours of college credit in the field, distributed as follows:

 - 1) 3 semester hours in injury prevention or general safety;
 - 2) 9 semester hours in driver education that include:
 - A) driving task analysis (introduction to driver education);
 - B) teaching driver education in the classroom;
 - C) teaching the laboratory portion of the driver education course, including on-street teaching under the supervision of a qualified driver education teacher, advanced driver education, and emergency evasive driving maneuvers; and
 - 3) 6 semester hours chosen from at least two of the following areas:
 - A) first aid;

- B) psychology of adolescents or young adults;
 - C) any safety-related issue relevant to driver education;
 - D) advanced driver education in the use of simulation and multiple car programs;
 - E) health and wellness;
 - F) care and prevention of injuries;
 - G) issues related to alcohol or drug abuse; or
 - H) driver education for students with disabilities.
- i) Requirements for Gifted Education and Gifted Education Specialist Endorsements
Special provisions shall apply to the issuance of endorsements for gifted education teachers and gifted education specialists. A gifted education teacher is a teacher whose assignment involves teaching gifted students. A gifted education specialist is a teacher whose assignment involves the provision of technical assistance or professional development to other teachers and may also include teaching gifted students.
- 1) Gifted Education Teacher
This endorsement shall not be issued alone as an individual's first teaching credential. An individual who holds an Illinois PEL endorsed at any of the grade levels of early childhood, elementary, middle, or secondary, or for special teaching, shall be eligible to receive this additional endorsement on that license when that individual presents evidence of:
- A) having passed the applicable content-area test required by Section 25.720; and
 - B) having completed 18 semester hours of undergraduate or graduate coursework in gifted education (as posted on the individual's official transcript), including a practicum, at one or more regionally accredited institutions of higher education, provided that all the following areas were addressed:
 - i) characteristics of the field of gifted education as it pertains to gifted children, including their cognitive, creative, and affective development;

- ii) the wide range of ways in which a child is gifted; issues and practices in identifying and serving gifted children; and the manner in which assessment data shape decisions about identification, learning progress, and outcomes; and
 - iii) theoretical and research-based data necessary for the development of programs, curriculum, and instructional sequences for gifted children, especially those serving gifted students from diverse populations.
- 2) Gifted Education Specialist

Each candidate for the gifted education specialist endorsement shall hold a PEL endorsed at any of the grade levels of early childhood, elementary, middle, or secondary, or for special, and have at least two years of teaching experience on that license, or on a comparable out-of-state certificate or license, involving the education of gifted students.

 - A) Each candidate shall hold a master's degree or higher degree awarded by a regionally accredited institution of higher education.
 - B) Each candidate shall have completed a gifted education specialist preparation program for PK-12 approved pursuant to Subpart C, or a comparable program, as defined in Section 25.425(a), offered out of state, that aligns to the standards set forth at 23 Ill. Adm. Code 27.480 (Gifted Education Specialist). The program shall include clinical experiences with five or more students in both prekindergarten through grade 8 and grades 9 through 12 and lead to the issuance of a master's or higher degree, provided that a person who holds one master's degree shall not be required to obtain a second one. For purposes of the clinical experiences, a candidate shall work with at least one student enrolled in prekindergarten through grade 8 and at least one student enrolled in grades 9 through 12 and may work with a student one on one or in a group. The clinical experience shall also include coaching or mentoring one or more teachers on the topic of gifted education. Each candidate shall have been entitled for the endorsement by the institution offering the program.
 - C) Each candidate shall be required to pass the content-area test for gifted education specialist.

- D) An individual who qualifies for the gifted education specialist endorsement may receive the endorsement on a PEL for assignment in any of grades PK-12.
- j) Requirements for Dual Credit Endorsements

A dual credit endorsement, as described in Section 20 of the Dual Credit Quality Act [110 ILCS 27], shall be added to the PEL of qualified instructors who request the endorsement in ELIS and submit evidence of qualification in a format specified by the State Board.

 - 1) Qualified instructors must hold a qualifying master's degree and have completed 18 semester hours of graduate coursework appropriate to the subject being taught, as defined in 23 Ill. Adm. Code 1009.30(a)(2)(A)(i) and 1501.313(a)(2)(A).
 - 2) Endorsements are valid for teaching dual credit courses in grades 11 and 12.
 - 3) Dual credit endorsements are available in the following content areas:
 - A) Biology.
 - B) Calculus.
 - C) English Compositions.
 - D) English Literature.
 - E) General Math.
 - F) History.
 - G) Psychology.
 - H) Speech.
 - I) Statistics.
 - 4) Dual credit endorsements are not required to provide instruction for dual-credit courses.
- k) Requirements for Elementary Mathematics Specialist Endorsements

Special provisions shall apply to the issuance of endorsements for elementary mathematics specialists. An elementary mathematics specialist is a teacher whose assignment involves the provision of technical assistance or professional development to other teachers, supporting the improvement of mathematics teaching and learning, and may also include teaching mathematics to students in grades 1 through 6.

- 1) Each candidate for the elementary mathematics specialist endorsement shall present evidence of two years of teaching experience, either on an educator license issued by the State Board of Education or on a comparable out-of-state certificate or license valid for teaching at any of the grade levels of early childhood, elementary, middle, secondary, or special K-12.
- 2) Each candidate shall hold a master's degree or higher awarded by a regionally accredited institution of higher education.
- 3) Each candidate shall have completed a grade 1-6 elementary mathematics specialist preparation program approved pursuant to Subpart C, or a comparable program, as defined in Section 25.425(a), offered out of state.
- 4) Each candidate for a PEL endorsed for elementary mathematics specialist shall meet the requirements set forth in Section 25.25.
- 5) As part of an elementary mathematics specialist program, each candidate must complete 18 semester hours of coursework in mathematics (as posted on the individual's official transcript), including fieldwork and a practicum, at one or more regionally accredited institutions of higher education, provided that all the following areas were addressed in the coursework:
 - A) mathematical content knowledge;
 - B) mathematical practices;
 - C) development of mathematical understanding in elementary education;
 - D) elementary mathematics pedagogy and assessment; and
 - E) leadership and adult learning.

- 6) Each candidate shall be required to pass the content-area test for elementary mathematics specialist.
- 1) World Language Endorsements
 - 1) Individuals who hold one world language endorsement may add additional world language endorsements by passing the applicable content-area test, holding the Illinois State Seal of Biliteracy that coincides with the endorsement sought, or by achieving working fluency or higher on the Global Seal of Biliteracy that coincides with the endorsement sought.
 - 2) Individuals who hold a bilingual education endorsement may add a world language endorsement in the same language by passing the applicable content-area test, by holding the Illinois State Seal of Biliteracy in the target language, or by achieving working fluency or higher on the Global Seal of Biliteracy in the target language.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.105 Temporary Substitute Teaching Permit (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

SUBPART C: APPROVING PROGRAMS THAT PREPARE PROFESSIONAL
EDUCATORS IN THE STATE OF ILLINOIS

Section 25.110 Definitions

As used in this Subpart C:

"Code" means the Illinois School Code[105 ILCS 5].

"Completer" means an individual who has successfully completed all of the requirements of an educator preparation program.

"Educator Preparation Provider" or "EPP" means the institution or college, school, department, or other administrative body within the institution that is primarily responsible for the initial and continuing preparation of teachers and other education professionals.

"Enrollment" means:

a declaration, by a student who has accumulated at least 60 semester hours (or equivalent) of undergraduate credit of an intent to graduate with an undergraduate major or minor leading to educator licensure; or

a graduate or post-baccalaureate registration as a candidate in a licensure program.

"Institution" means an Illinois institution of higher education, an out-of-state college or university granted authorization to operate by the Illinois Board of Higher Education as an out-of-state institution, an out-of-state college or university granted authorization to operate by the state in which it is located, or a not-for-profit educational entity subject to the General Not For Profit Corporation Act of 1986 [805 ILCS 105] or incorporated as a not-for-profit entity in another state but registered to do business in the State of Illinois pursuant to the Business Corporation Act of 1983 [805 ILCS 5].

"Institutional Report" means documentation submitted with an application for recognition that meets the conditions set forth in Section 25.115 and includes an educator preparation program proposal for each program for which the institution wishes to be approved.

"National Accreditation" means accreditation through the Association for Advancing Quality in Educator Preparation (AAQEP) or the Council for the Accreditation for Educator Preparation (CAEP), both of which provide national

evidence-based accreditation processes to ensure that educator preparation programs are of high quality and support continuous improvement.

"Program" or "Preparation Program" means a program that leads to licensure.

"Program Proposal" means the document that meets the requirements of Section 25.120 and, upon confirmation by SBE licensure review team staff and consultation with SEPLB, provides evidence of the institution's alignment to applicable standards and criteria necessary for State approval of any proposed educator preparation program.

"State Reauthorization" or "State Reauthorized" means a program authorized pursuant to this Subpart C.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.115 Educator Preparation Providers

In order for an institution to offer one or more programs that prepare professional educators, that institution (educator preparation provider (EPP)) must be recognized by the State Superintendent in consultation with SEPLB. Each program that is offered by a recognized institution must also be individually approved by the State Superintendent in consultation with SEPLB. Electronic transmission of written materials pursuant to this Subpart C is required.

- a) In order to be considered for recognition, a degree-granting institution of higher education shall:
 - 1) be regionally accredited;
 - 2) be approved by the Illinois Board of Higher Education to operate as a postsecondary degree-granting institution under the provisions of the Academic Degree Act [110 ILCS 1010] or, if the out-of-state institution is not required to seek authorization to operate from the Illinois Board of Higher Education, be approved to offer educator preparation programs by the state that granted it operating authority; and
 - 3) sponsor a course of study leading to a license issued under Article 21B of the Code and this Part.
- b) In order to be considered for recognition, an eligible not-for-profit EPP shall conduct or propose to conduct at least one approved program that will prepare professional educators and leads to a license issued pursuant to Article 21B of the Code and this Part, and the not-for-profit EPP shall meet the definition of "institution" set forth in Section 25.110.
- c) In the case of a not-for-profit entity, all advertising materials, candidate handbooks, catalogues, and candidate contracts shall display prominently the fact that the entity does not offer higher education credit and that there is no guarantee that the Illinois license or any endorsement affixed to that license earned by the candidate will be honored or accepted for exchange in another state.
- d) The procedures set forth in this subsection (d) shall apply to initial recognition of an institution and the concurrent recognition of the EPP. The initial approval of the educator preparation programs within that institution shall follow the procedures set forth in Section 25.120.
 - 1) An institution shall notify the State Board of its desire to initiate the initial recognition process by submitting a letter of intent to the State Superintendent. Within 30 days after receipt of the notification, the State

Superintendent shall respond to the institution, identifying the staff member who will be responsible for assisting the institution and inviting the institution to submit an institutional report to that individual.

- 2) The institution shall submit an institutional report to the State Superintendent, in the quantity and format specified by the State Superintendent, that includes:
 - A) evidence indicating that the institution meets the conditions described in subsection (a) or (b);
 - B) a written description that addresses each of the components set forth in this subsection (d)(2)(B):
 - i) identification of the EPP; its mission, purposes, or goals; its authority and responsibilities for professional education; and its coordination of the institution's various educator preparation programs;
 - ii) identification of the dean, chair, or director who is officially designated to represent the EPP and is assigned the authority and responsibility for its overall administration and operation;
 - iii) evidence of the institution's commitment and resources for the proposed program, to include the EPP's operational budget, and evidence that the institution's president or provost supports the educator programs being proposed;
 - iv) a chart of the administrative and organizational structure of the EPP;
 - v) the written policies and procedures that guide the operations of the EPP;
 - vi) the EPP's policies for monitoring and evaluating its operations, the quality of its offerings, performance of candidates, and effectiveness of its graduates; and
 - vii) the EPP's published criteria for admission to and exit from all preparation programs for professional educators, and process for development and submission of summary

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reports of candidate performance at the time they exit the program.

- 3) State Board staff shall review the institutional report and, within 60 days, either:
 - A) find the institutional report to be adequate and invite the institution to submit a proposal that meets the requirements of Section 25.120 for each of the programs the institution wishes to implement; or
 - B) find the institutional report not to be adequate, at which time no further review of the institution shall occur unless the institution submits a revised institutional report addressing the deficiencies identified.
- 4) The State Superintendent may authorize the scheduling of an on-site review visit to the institution at the mutual convenience of the affected institution and State Board staff when the program proposal required under Section 25.120 is submitted and found adequate. If the program proposal is found not to be adequate, a site visit may be scheduled to determine if the deficiencies identified are such that it is unlikely the institution will be recognized.
 - A) For visits conducted in Illinois, the institution will be required to provide housing (including a work room) for the personnel conducting the review visit; or
 - B) For visits conducted out of state, the institution will be required to provide housing (including a work room), transportation, and meals for the personnel conducting the review visit.
- e) From a pool of individuals (i.e., State Board staff and, if applicable, others external to the agency) who have been trained in the applicable standards and procedures, rules, and statutes, the State Superintendent shall empanel a team to conduct the review to verify the information provided by the institution as required by subsection (d)(2). If the team members are not employees of the State Board, a staff member of the State Board or designee (individual who State Board staff requests to serve as a reviewer who is trained to perform duties that could constitute a conflict of interest for State Board staff) shall accompany the team to ensure that applicable standards, procedures, rules, and statutes are addressed.
- f) The team may gather necessary information via an in-person visit or via virtual means. The review team shall prepare a draft report within 30 business days after

the conclusion of the review, and the institution shall have 30 business days to correct any factual errors. The team shall review the institution's suggested revisions and make appropriate changes. The review team shall provide the final report to the State Superintendent within 30 business days after receipt of the institution's factual corrections. The State Superintendent shall provide the final report to the institution within 10 business days after receiving it.

- g) Within 30 business days after receipt of the final report, the institution shall submit to the State Superintendent either a letter stating agreement with the report's findings or, if not in agreement, a rebuttal to those findings.
 - 1) The rebuttal must indicate the grounds for disagreement with one or more of the review team's findings and include documentation to support the institution's position.
 - 2) All documentation must describe conditions that existed at the time of the review visit. (Changes made by the EPP after the review will not be considered.)
 - 3) All documentation must relate directly to the standards, rules and procedures that applied at the time of the review.
- h) No later than 30 days after receipt of the rebuttal, the review team shall submit to the State Superintendent a response to the institution's rebuttal. The State Superintendent shall provide to the institution the response to the rebuttal no later than 10 business days after receiving it. Staff of the State Board shall convey to SEPLB a recommendation, accompanied by the review team's final site visit report; the institution's letter of agreement or rebuttal; a response to that rebuttal provided by the review team; and any other relevant documentation that was available to the staff.
- i) SEPLB, after reviewing all the relevant materials, shall convey its recommendation to the State Superintendent that the State Superintendent take one of the following actions:
 - 1) Recognize the institution and EPP; or
 - 2) Deny recognition of the institution and EPP.
- j) Actions following upon the recommendation of SEPLB to the State Superintendent shall be as described in Section 25.160.

- k) After recognition of an institution and EPP, SEPLB shall review one or more proposed educator preparation programs as described in Section 25.120.
- l) A recognized EPP shall obtain approval of at least one educator preparation program within three years after the date it gained initial recognition. EPPs that do not obtain approval of at least one educator preparation program shall no longer be considered recognized and must reapply for recognition.
- m) As a final step prior to receiving recognition, an EPP must participate in an SBE-conducted training to orient it to policies, rules and procedures for licensure and entitlement in Illinois. All recognized EPPs shall enter each candidate for licensure into ELIS upon entry into the preparation program. Candidates shall be placed in a pre-completion status until recommended for licensure.
- n) If all of an EPP's educator preparation programs are discontinued, the EPP shall no longer be considered recognized and must reapply for recognition.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.120 Initial Approval of Educator Preparation Programs by the State Board of Education

The procedures set forth in this Section shall apply to the initial approval or redesign of educator preparation programs established by EPPs that are already recognized. Additional considerations for approval of programs for foreign language are stated in Section 25.147.

- a) The institution shall submit to the State Superintendent a program proposal meeting the requirements set forth in this subsection (a). As applicable to the program being proposed, requirements in addition to this subsection (a) may be found in 23 Ill. Adm. Code 30 (Programs for the Preparation of Principals in Illinois) and 23 Ill. Adm. Code 33 (Programs for the Preparation of Superintendents in Illinois).
 - 1) Evidence that the proposed program meets the applicable professional education and content-area standards established by the State Board in rule; the standards shall include:
 - A) the applicable content standards set forth at 23 Ill. Adm. Code 20, 21, 23, 26, 27, 28, 29, 30, or 33; and
 - B) the standards set forth at 23 Ill. Adm. Code 24 (Standards for All Illinois Educators).
 - 2) A description of the criteria for admission to, retention in, and exit from the program, including the required grade point average and minimum grade requirements for the institution.
 - 3) A description of the program assessments to be used, as relevant to the program being proposed, and how the faculty will collect, analyze, and use the data from the assessments used.
 - 4) Identification of the faculty members with primary responsibility for preparing professional educators in the program and faculty members' qualifications for their positions.
 - 5) A description of the course of study, field experiences, and clinical practice. The descriptions of field experiences and clinical practices shall include:

- A) the criteria and measures taken to ensure candidates gain experience in diverse settings and with students with varying demographic characteristics;
 - B) the measures taken to ensure that candidates gain experience with technology relevant to the profession; and
 - C) the program's requirements for faculty supervision of field experiences and clinical practice.
- 6) The proportion of coursework offered virtually.
- 7) Policies and procedures that EPP program staff shall follow when identifying individual licensure pathways for candidates based on prior coursework, experience, and knowledge.
- b) After consideration of the proposal, SEPLB shall recommend that the State Superintendent either:
 - 1) Approve the proposed new educator preparation programs, thereby authorizing the EPP to conduct the programs and to recommend candidates for licensure by entitlement; or
 - 2) Deny approval of the proposed programs, thereby prohibiting the conduct of the affected programs.
- c) Actions following upon the recommendation to the State Superintendent shall be as described in Section 25.160.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.125 Accreditation of Educator Preparation Providers and Approval of Educator Preparation Programs through CAEP

An institution and its EPP that have been recognized under Section 25.115 and offer at least one educator preparation program may choose to seek national accreditation of the EPP and one or more educator preparation programs it offers.

- a) An EPP may request State Board staff to attend the site visit conducted by a national accreditor review team to provide local context on applicable standards, procedures, rules, and statutes. The institution must provide travel and meal reimbursement for the State Board staff attending the site visit.
- b) Each EPP shall report its current national accreditation status, including the timeline for that status, annually to the State Board.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.127 Requirements for Annual Reporting, Program Reauthorization, and Entitlement Audits

- a) Annual Program Reporting

Each EPP shall submit to the State Board the data and information set forth in this subsection (a) annually. The data and information shall be used by the State Board as part of its review of an EPP and its programs for State reauthorization.
- 1) No later than April 30 annually, each State-reauthorized EPP shall submit data and other information relative to the domain and indicators of the EPP Continuous Improvement and Accountability System listed in subsections (a)(1)(A) through (E) for the prior reporting year (i.e., September 1 through August 31).
 - A) Candidate Selection and Completion
 - i) Academic Strength – Candidate and completer grade point average (GPA)
 - ii) Candidate and Completer Diversity and Demographics – Proportion of diverse candidates and completers
 - iii) Teaching Promise – Candidate score on disposition assessment (assessment is to be determined and data not yet collected)
 - B) Knowledge and Skills for Teaching
 - i) Mastery of Teaching Subjects – Candidate performance on Illinois Content Area Tests described in Section 25.720
 - ii) General Teaching Skill – If applicable, candidate performance on Teacher Performance Assessment described in Section 25.720
 - iii) Preparedness – Completer, Novice Teacher, and Supervisor perception of preparation for role as an educator
 - C) Performance as Classroom Teachers

Demonstrated Teaching Skill – Aggregate data on completer effectiveness from the performance evaluations conducted under Article 24A of the Code

- D) Contribution to State Needs
 - i) Completers in High Needs Subjects – Completers who received an initial license in State identified high needs subjects
 - ii) Placement – Completers who received an initial license who are employed in an Illinois public school
 - iii) Persistence – Completers who persist in being employed in an Illinois public school
 - E) Other domains and indicators as deemed necessary by the State Board
- 2) Each institution shall make program completers' pass rates on tests required for receipt of professional educator licensure pursuant to this Part and other information required by Title II of the Higher Education Act (20 U.S.C. 1027) readily available to the public on an annual basis and shall include it in or with publications routinely sent to potential applicants, school counselors, and prospective employers of the institution's program completers.
 - 3) Each EPP shall include in its annual report to the State Board its policy on Teacher Performance Assessment plagiarism and cheating, including the EPP's options for disciplinary action.
 - 4) State Board staff may visit a recognized institution at any time, with one day's advance notice, and may ask to speak with faculty, candidates, or administrators. All records shall be made available to State Board staff upon request.
- b) The State Board shall annually notify programs of ratings received in the Continuous Improvement Accountability System and of the status of their reauthorization. Programs shall receive an overall rating of Exemplary (Reauthorized with Distinction), Commendable (Reauthorized), Developing (Conditional Reauthorization), and Needs Improvement (Probationary Reauthorization). Programs that receive an overall rating lower than commendable shall submit action plans to be reviewed by State Board staff and SEPLB for feedback.
 - c) Changes to Approved Programs

- 1) Using a format identified by the State Superintendent, an EPP may request changes to one or more currently approved programs by submitting documentation of the proposed changes no later than 60 days prior to the date the changes will take effect.
 - 2) State Board staff shall review the proposed changes and, within 30 days, approve or deny the changes.
- d) Audit of Licensure Entitlements
- 1) Pursuant to Section 21B-25 of the Code, the State Board shall conduct audits of recognized institution licensure entitlements.
 - 2) An audit of each institution shall be conducted at least once every five years in accordance with Section 21B-25 of the Code. Data and information from the audits shall be used to determine if the EPP has met the requirements of Section 21B-100 of the Code and this Subpart.
 - A) Institutions undergoing an entitlement audit must submit requested documentation to the State Board staff within six weeks after the request is made.
 - B) State Board staff must review evidence submitted by the institution and, no later 60 days after receipt of the report, must either:
 - i) Find the evidence submitted to be adequate and notify the institution that no further action is required; or
 - ii) Find the evidence submitted to be inadequate and submit to the institution a report of initial inadequacies.
 - C) No later than 30 days after receipt of the report, institutions with initial inadequacies shall supply State Board staff with additional evidence addressing the deficiencies identified in the report.
 - D) State Board staff must review the additional evidence submitted by the institution and, no later than 30 days after receipt of the submittal, must either:
 - i) Find the evidence submitted to be adequate and notify the institution that no further action is required; or

- ii) Find the evidence submitted to be inadequate.
- E) In the event that a determination is made that the requirements set forth in Section 21B-100 of the Code or this Part have not been met, the provisions of Section 25.130 shall apply.
- F) State Board staff may visit a recognized institution at any time with one day's advance notice and may ask to speak with licensure officers, candidates, or administrators if they find a deficiency or any other problem during the audit that needs to be addressed. All records shall be made available to State Board staff upon request.
- G) Institutions identified as in violation of Section 21B-100 of the Code must submit a remediation plan no later than June 30 of the audit year.
 - i) The plan shall include remedies identified by State Board staff and SEPLB, as well as internal procedures for improvement;
 - ii) The plan shall include a timeline for implementation; and
 - iii) The plan and timeline shall be approved by State Board staff prior to implementation.
- H) When subsection (d)(2)(D)(ii) is applicable, an institution shall not enter any additional entitlements until evidence that remedies issues identified by State Board staff have been implemented.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.130 Interventions by the State Board of Education and State Educator Preparation and Licensure Board

The provisions of this Section shall apply when the State Superintendent receives information through any of the reports required under this Subpart C, or by other means indicating that any recognized EPP or approved educator preparation program may not be addressing any applicable standard or may otherwise be failing to offer candidates any of the learning opportunities that are necessary to their preparation as professional educators.

- a) The State Superintendent or designee shall inform the affected EPP of the areas of concern and invite the EPP's representatives to appear on a date specified by SEPLB to discuss the concerns identified. At the meeting, State Board staff shall provide evidence of the concerns identified and a recommendation for how SEPLB should proceed.
- b) If SEPLB determines, either after the EPP's appearance or in advance of the appearance, that the concerns raised were unfounded or that the issues have been remedied, SEPLB shall recommend to the State Superintendent that no further action is needed with regard to the matter, and the State Superintendent or designee shall notify the institution accordingly.
- c) If the institution does not respond to or declines the invitation to appear before SEPLB, or if SEPLB concludes that the institution, after its appearance, has not satisfied the concerns raised, SEPLB shall recommend to the State Superintendent or designee that the EPP and one or more of its programs be placed on probation. For the purposes of this subsection, "probation" is the period of time in which no new candidates shall be enrolled in the EPP or any of its programs, regardless of whether an individual program has received "probation" status. The State Superintendent shall notify the institution of the probation status of the EPP and one or more of its programs.
 - 1) An EPP and one or more of its programs placed on probation shall submit the applicable report required under subsection (c)(1)(A) or (c)(1)(B) (in a format to be specified by the State Superintendent) to the State Superintendent or designee, who shall forward the report to SEPLB for consideration. The required report shall be submitted within one year after the date on which the EPP was scheduled to appear before SEPLB pursuant to subsection (a). If no report is received within this year, then the approval of the program or recognition of the EPP and approval of all of its programs shall be revoked.

- A) In the case of one or more individual programs being placed on probation, each program about which concerns have been identified shall submit to SEPLB a program report that details the areas of concern identified by SEPLB and procedures the program will take to remedy the concerns.
 - B) In the case of both an EPP and one or more of its programs being placed on probation, the EPP shall submit both the report requested in subsection (c)(1)(A) and a report that details the identified concerns and the solutions that have been put into place to remedy those concerns.
- 2) SEPLB, after considering the report submitted by the program or EPP and the actions the program or EPP has taken in response to the concerns identified, shall:
- A) determine that the concerns have been remedied and recommend to the State Superintendent that the program or EPP and any of its programs for which concerns have been identified be removed from probation and that no further action is needed with regard to the matter, and the State Superintendent or designee shall notify the institution accordingly; or
 - B) determine that the concerns have been acted upon but have not been remedied and recommend to the State Superintendent that the probation period be extended for not more than an additional 12 months, beginning on the date on which SEPLB met to consider the applicable reports submitted under subsection (c), and:
 - i) Within the 12-month extension period, the program, or the EPP and any of its programs for which concerns have been identified, shall resubmit the program proposal required under Section 25.120 or a report (in the case of a program or EPP, respectively), and reappear before SEPLB;
 - ii) If, at the time that the program or EPP reappears before SEPLB or at the end of the 12-month extension period, the program or the EPP and any of its programs for which concerns have been identified have not sufficiently addressed the concerns, SEPLB shall recommend to the State Superintendent that approval of the program or recognition of the EPP and approval of all of its programs be revoked pursuant to subsection (c)(2)(C); and

- iii) The State Superintendent shall notify the program or the EPP and each of its programs of any action taken pursuant to this subsection (c)(2)(B); or
 - C) determine that the concerns have not been acted upon and that the program proposal or actions taken as identified in the report indicate that the standards are not being met or that the program or EPP may be failing otherwise to offer candidates any of the learning opportunities that are necessary to their preparation as professional educators and that these concerns cannot be remedied before the end of the 12-month extension period. In each case, SEPLB shall recommend to the State Superintendent that the State Board revoke approval of the program or recognition of the EPP and approval of all of its programs. The actions to be taken upon the recommendation of SEPLB to the State Superintendent shall be as described in Section 25.160. Discontinuation of a program pursuant to revocation of its approval or revocation of recognition, in the case of an EPP, shall be subject to the requirements of Section 25.165(b).
- 3) The State Superintendent may accept, modify, or reject any of the recommendations of SEPLB issued in accordance with this subsection (c). In cases in which the State Superintendent's modification or rejection results in an action that has negative consequences for the program or the EPP and one or more of its programs, then the actions to be taken shall be as described in Section 25.160.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.135 Interim Provisions for Continuing Accreditation and Approval -- July 1, 2000, through Fall Visits of 2001 (Repealed)

(Source: Repealed at 32 Ill. Reg. 13263, effective July 25, 2008)

**Section 25.136 Interim Provisions for Continuing Accreditation — Institutions Visited
from Spring of 2002 through Spring of 2003 (Repealed)**

(Source: Repealed at 32 Ill. Reg. 13263, effective July 25, 2008)

Section 25.137 Interim Provisions for Continuing Accreditation and Approval -- July 1, 1999, through June 30, 2000 (Repealed)

(Source: Repealed at 26 Ill. Reg. 348, effective January 1, 2002)

**Section 25.140 Requirements for the Institution's Educational Unit Assessment Systems
(Repealed)**

(Source: Repealed at 40 Ill. Reg. 12346, effective August 9, 2016)

Section 25.142 Assessment Requirements for Individual Programs (Repealed)

(Source: Repealed at 40 Ill. Reg. 12346, effective August 9, 2016)

Section 25.145 Approval of New Programs Within Recognized Institutions (Repealed)

(Source: Repealed at 40 Ill. Reg. 12346, effective August 9, 2016)

Section 25.147 Approval of Programs for World Language

- a) State reauthorization of programs for world language shall not be specific to individual languages. That is, an institution with an approved program in any language shall be considered as having approval for any combination of languages, subject to the provisions of this Section.
 - 1) An institution with an approved world language program may add one or more languages to that program at the discretion of the EPP, provided that the institution shall notify the State Superintendent to this effect in writing no later than three months before instruction in that language is to begin, except when notification is required further in advance under subsection (a)(2).
 - 2) An institution that intends to add one or more languages to its approved program for which no test is listed in Section 25.710 shall notify the State Superintendent no later than six months before instruction in that language is to begin, in order to allow time for the identification of an appropriate language proficiency test if needed.
 - 3) An institution that intends to delete one or more languages from its approved foreign language program shall be subject to the requirements of Section 25.165(a).
 - 4) An institution without an approved program in foreign language may apply for approval of a new program under Section 25.120. The application for approval shall indicate which languages the program will initially offer. After initial approval of the program, the institution may add or delete languages as provided in this Section.
- b) Each world language program shall, as a requirement for program completion, require its candidates for licensure, other than candidates in Latin and Classical Greek, to complete the Oral Proficiency Interview described in "ACTFL Proficiency Guidelines 2012 – Speaking" (2012), published by the American Council on the Teaching of Foreign Languages (ACTFL), 1001 North Fairfax Street, Suite 200, Alexandria VA 22314 and posted at <http://actflproficiencyguidelines2012.org/> (no later amendments to or editions of these standards are incorporated) and to attain a score at the "intermediate high" level. As an alternative to the ACTFL interview, a program may administer another measure of oral proficiency, provided that approval for that measure is first obtained from the State Board based on evidence that it permits identification of proficiency equivalent to the "intermediate high" level on the ACTFL interview.

- c) Pursuant to the standards set forth in 23 Ill. Adm. Code 27.340 (World Language), each approved preparation program in world language shall lead to candidates' eligibility for a special K-12 endorsement on a PEL.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.150 The Periodic Review Process (Repealed)

(Source: Repealed at 23 Ill. Reg. 7231, effective June 14, 1999)

**Section 25.155 Procedures for the Initial Recognition of an Institution as an Educator
Preparation Institution and Its Educational Unit (Repealed)**

(Source: Repealed at 40 Ill. Reg. 12346, effective August 9, 2016)

Section 25.160 Notification of Recommendations; Decisions by State Board of Education

- a) State Board staff shall notify an affected institution in writing no later than 10 days after final decisions have been made pursuant to this Subpart C regarding institution recognition and new program approval. Program reauthorization statuses shall be posted annually in the Illinois Educator Preparation Profiles (IEPP) (<https://www.isbe.net/Pages/eppPublic.aspx>). Programs requiring further action due to ratings received on the IEPP will be notified by the State Superintendent in writing of the required action (see Section 25.127(b)).
- b) Within 10 days after receipt of written notification from State Board staff under subsection (a), an affected EPP may submit a notice of objection to the State Superintendent. This narrative and any supporting documentation shall be submitted to the State Superintendent no later than 30 days after the institution submits its notice of objection. The State Superintendent shall forward to the State Board for consideration at its next available meeting the recommendation made by SEPLB and the institution's narrative explanation of its objections and shall inform SEPLB that these materials have been submitted for the State Board's consideration. The State Board may accept, modify, or reverse a recommendation of SEPLB.
- c) No more than 30 days after the State Board makes its decision, the State Superintendent shall notify the institution in writing of the State Board's action.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.165 Discontinuation of Programs

- a) An EPP that intends to discontinue an approved program or cease offering preparation programs altogether shall so notify the State Superintendent no later than 30 days prior to taking that action, except that voluntary discontinuation of a program shall also be subject to the following additional requirements:
 - 1) The institution shall assure the State Superintendent that all candidates currently enrolled in any program scheduled for discontinuation will have an opportunity to complete the program by providing a detailed teach-out plan in a format identified by the State Board.
 - 2) The institution shall supply to the State Superintendent the names and Illinois Educator Identification Numbers (IEINs) of all candidates currently enrolled in any program scheduled for discontinuation.
- b) When a program is revoked, the State Board may require the continued operation of the affected programs for three additional academic years to permit currently enrolled candidates either to complete the program or to seek enrollment in another institution for that purpose. However, if the State Board determines in consultation with SEPLB that the program is unable to offer candidates learning opportunities that contribute to their competence as professional educators, the Board shall require that the program cease operating at the end of the then-current semester. The institution shall supply to the State Superintendent the names, anticipated dates of completion, and IEINs of all candidates currently enrolled in any program whose approval is revoked. A recognized EPP that has had the reauthorization of one or more of its programs revoked may seek re-approval of the programs after three years by completing the process outlined in Section 25.120.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.170 Licensure Officers

Each educator preparation provider (EPP) recognized pursuant to Section 25.115 shall assign one or more individuals to serve as a licensure officer, whose duties shall include confirming candidate eligibility for licensure and entitling candidates for licensure upon program completion.

a) Licensure Officer

- 1) Pursuant to Section 21B-100 of the Code, licensure officers are required to attend training conducted by the State Superintendent of Education and review new legislation and administrative rules as such become available.
- 2) Each EPP shall identify at least one primary licensure officer and at least one secondary licensure officer who will perform the primary licensure officer's duties in the primary licensure officer's absence.
- 3) Upon hiring a new licensure officer, each EPP dean or designee shall notify the State Superintendent, in writing, of the new licensure officer's name and contact information. This notification must be submitted no later than 10 business days after the individual begins the position.
- 4) Each new licensure officer shall be required to attend a training session hosted by the State Superintendent prior to entitling any candidate for licensure.
- 5) The licensure officer shall serve as the main point of contact between the institution and the State Superintendent during entitlement audits.

b) Entitling Candidates for Licensure

- 1) Licensure officers shall provide each candidate, upon enrollment, with written documentation detailing how to create an ELIS account and how to apply for an entitlement.
- 2) Within 60 days after a candidate's enrollment in a program, licensure officers shall place that candidate in "pre-completion" status in ELIS.

(Source: Added at 46 Ill. Reg. 12973, effective July 13, 2022)

SUBPART D: SCHOOL SUPPORT PERSONNEL

Section 25.200 Relationship Among Endorsements in Subpart D

The school support personnel endorsement shall be placed on the professional educator license issued pursuant to Section 21B-20(1) of the School Code [105 ILCS 5] and Section 25.25 of this Part. Each professional educator license held by an individual may be endorsed for one or more school support areas described in Section 21B-25(2)(G) of the School Code and this Subpart D. These areas are school social worker, school counselor, school psychologist, school nurse, non-teaching speech-language pathologist, and marriage and family therapist.

(Source: Amended at 42 Ill. Reg. 8830, effective May 21, 2018)

Section 25.210 Requirements for the Certification of School Social Workers (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.215 Endorsement for School Social Workers

- a) The school social worker endorsement shall be affixed to a PEL.
- b) Each individual seeking a PEL endorsed for school social worker shall complete the requirements set forth in Section 25.25.
- c) Each individual seeking the school support personnel endorsement for school social worker shall hold a master's or higher degree in social work with a specialization in school social work awarded by a graduate school of social work accredited by the Council on Social Work Education.
- d) Each individual shall:
 - 1) complete an Illinois program approved for the preparation of school social workers pursuant to Subpart C or a comparable approved program (including an internship) in another state or country; or
 - 2) hold a comparable certificate or license issued by another state or country (see Section 25.425).
- e) If completing an Illinois approved program, each candidate shall have completed both a supervised field experience of at least 400 contact hours, supervised by a field instructor holding a master's or higher degree in social work, and a school social work internship of at least 600 contact hours in a school setting or have one year of professional experience as a school social worker on a valid, comparable out-of-state school social work certificate or license that allows the holder to work as a school social worker in that state's public schools, or an Illinois educator license with stipulations for provisional educator with a school support personnel endorsement for school social worker.
- f) Each candidate shall be required to pass the applicable content-area test (see Section 25.710), subject to the provisions of Section 25.720.
- g) The following experience shall be honored in lieu of an internship:
 - 1) one year of professional experience as a school social worker on a valid, comparable out-of-state certificate or license that allows the holder to work as a school social worker in that state's public schools; or
 - 2) one year of full-time experience working as a school social worker on a short-term approval and a proficient or higher evaluation rating.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.220 Requirements for the Certification of Guidance Personnel (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.225 Endorsement for School Counselors

- a) The school counselor endorsement shall be affixed to a PEL.
- b) Each individual seeking a PEL endorsed for school counselor shall complete the requirements set forth in Section 25.25.
- c) Each individual seeking the school support personnel endorsement for school counselor shall hold a master's or higher degree awarded by a regionally accredited institution of higher education in school counseling or a related school counseling field.
- d) Each individual shall:
 - 1) complete an Illinois program approved for the preparation of school counselors pursuant to Subpart C or a comparable approved program in another state or country (including an internship); or
 - 2) hold a comparable certificate or license issued by another state or country (see Section 25.425).
- e) If completing an Illinois approved program, each individual must complete a supervised counseling practicum of at least 100 clock hours that provided interaction with individuals and groups of school age and included at least 40 hours of direct service work. Each individual must also complete a structured and supervised internship that is part of an approved program.
 - 1) The internship shall be of a length that is determined by the approved program to be adequate to enable candidates to meet the standards set forth at 23 Ill. Adm. Code 23.110 but shall entail at least 600 hours and last no less than one semester, during which the candidate shall engage in the performance of various aspects of the counseling role and shall be gradually introduced to the full range of responsibilities associated with that role. However, the internship for an individual with at least two years of teaching experience may, at the discretion of the institution offering the approved program, consist of no fewer than 400 hours. In each case, at least 240 hours of the internship shall involve direct service work with individuals and groups of school age.
 - 2) The internship shall occur in a school setting except that, at the discretion of the institution, a maximum of one-third of the hours required may be credited for experiences in other related settings such as hospitals or day care settings that, in the judgment of the institution, expose the candidate

to the needs of school-aged children and prepare the candidate to function as a school counselor.

- 3) As part of an approved program, each individual shall complete coursework addressing:
 - A) the structure, organization and operation of the educational system, with emphasis on PK-12 schools;
 - B) the growth and development of children and youth, and their implications for counseling in schools;
 - C) the diversity of Illinois students and the laws and programs that have been designed to meet their unique needs; and
 - D) effective management of the classroom and the learning process.
- f) The following experience shall be honored in lieu of an internship:
 - 1) one year of professional experience as a school counselor on a valid, comparable out-of-state certificate or license that allows the holder to work as a school counselor in that state's public schools; or
 - 2) one year of full-time experience working as a school counselor on a short-term approval and a proficient or higher evaluation rating.
- g) Each candidate shall be required to pass the applicable content-area test (see Section 25.710) subject to the provisions of Section 25.720.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.227 Interim Approval for School Counselor Interns (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.230 Nationally Certified School Psychologist

An individual who is a Nationally Certified School Psychologist may qualify for a school support endorsement for school psychologist under this Section, rather than the requirements set forth in Section 25.235 (Endorsement for School Psychologists). Each candidate shall hold a valid Nationally Certified School Psychologist (NCSP) credential issued by the National Association of School Psychologists (<https://www.nasponline.org/standards-and-certification/national-certification>) that allows the holder to work as a school psychologist in public schools.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.235 Endorsement for School Psychologists

- a) The school psychologist endorsement shall be affixed to a PEL.
- b) Each individual seeking a PEL endorsed for school psychologist shall complete the requirements set forth in Section 25.25.
- c) Each candidate for the school support personnel endorsement for school psychologist shall hold a master's or higher degree in psychology or educational psychology with a specialization in school psychology.
- d) Each candidate shall:
 - 1) have completed an Illinois program approved for the preparation of school psychologists pursuant to Subpart C or a comparable approved program in another state or country (including an internship); or
 - 2) hold a comparable certificate or license issued by another state or country (see Section 25.425).
- e) If completing an Illinois approved program, each candidate shall have completed both a supervised field experience of at least 250 hours in a school setting or child study center and a one-year, full-time internship under the direction of an intern supervisor.
- f) The following experience shall be honored in lieu of an internship:
 - 1) one year of professional experience as a school psychologist on a valid, comparable out-of-state certificate or license that allows the holder to work as a school psychologist in that state's public schools; or
 - 2) one year of full-time experience working as a school psychologist on a short-term approval and a proficient or higher evaluation rating.
- g) Each candidate shall be required to pass the applicable content-area test (see Section 25.710) subject to the provisions of Section 25.720.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.240 Standard for School Nurse Endorsement (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.245 Endorsement for School Nurses

- a) The school nurse endorsement shall be affixed to a PEL.
- b) Each individual seeking a PEL endorsed for school nurse shall complete the requirements under Section 25.25.
- c) Each individual seeking the school support personnel endorsement for school nursing shall hold a bachelor's degree or higher.
- d) Each individual shall:
 - 1) complete an Illinois program approved for the preparation of school nurses pursuant to Subpart C or a comparable approved program (including an internship) in another state or country; or
 - 2) hold a comparable certificate or license issued by another state or country.
- e) If completing an Illinois approved program, each individual must complete an internship of at least 300 hours that is supervised by a school nurse who holds an endorsement issued under this Section with at least two full school years of full-time experience as a school nurse and at least one full school year of full-time experience with the current employer.
- f) The following experience shall be honored in lieu of an internship:
 - 1) one year of professional experience as a school nurse on a valid, comparable out-of-state certificate or license that allows the holder to work as a school nurse in that state's public schools; or
 - 2) one year of full-time experience working as a school nurse on a short-term approval and a proficient or higher evaluation rating.
- g) Each individual must pass the applicable content-area test (see Section 25.710) subject to the provisions of Section 25.720.
- h) Each individual shall be licensed as a registered professional nurse in Illinois under the Nurse Practice Act [225 ILCS 65].

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.250 Standards for Speech-Language Pathologists

A support personnel endorsement as a speech-language pathologist shall be available to holders of the PEL who demonstrate that they meet the standards set forth at 23 Ill. Adm. Code 28.230 by completing an approved program and passing the relevant test. These individuals shall not be required to meet the Illinois Professional Educator Standards set forth in the Standards for All Illinois Educators (23 Ill. Adm. Code 24) or the Initial Teacher Preparation Program Standards for All Special Educators (23 Ill. Adm. Code 28.100).

- a) An individual who holds a speech-language pathologist's credential may serve as part of a team that includes a licensed teacher and may provide instructional support to that teacher or to students in regard to academic subjects. However, that individual shall not be the educator responsible for the academic instruction of students in a class or the sole teacher in a classroom.
- b) An individual who holds a speech-language pathologist's credential may provide any service that constitutes speech-language therapy, regardless of the setting in which the service is delivered. That is, the speech-language pathologist may provide therapeutic services as the sole professional in an individual or group setting.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.252 Endorsement for Speech-Language Pathologists

Certain individuals may qualify for a school support personnel endorsement for speech-language pathologist, as provided in Section 14-1.09b of the Code.

- a) The speech-language pathologist endorsement shall be affixed to a PEL.
- b) Each individual seeking a PEL endorsed for speech-language pathologist shall complete the requirements set forth in Section 25.25.
- c) Each applicant shall hold a master's or doctoral degree in speech-language pathology earned through completion of a program that meets the requirements of Section 14-1.09b(b)(2) of the Code. For the purposes of this subsection (c), an approved course of study or an accredited program (Section 14-1.09b(b)(2) of the Code) includes those courses of study or programs that hold either accreditation or the status of "accreditation candidate" issued by the Council on Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language-Hearing Association at the time that the applicant completed the program.
- d) Each individual shall:
 - 1) complete an Illinois program approved for the preparation of speech-language pathologists under Subpart C or a comparable approved program (including an internship) in another state or country; or
 - 2) hold a comparable certificate or license issued by another state or country.
- e) The following experience shall be honored in lieu of an internship:
 - 1) one year of professional experience in PK-12 schools as a speech-language pathologist on a valid, comparable out-of-state certificate or license that allows the holder to work as a speech-language pathologist in that state's public schools; or
 - 2) 150 clock hours of supervised, school-based professional experience.
 - A) That experience shall be related to the aspects of practice that are addressed in the content-area standards for speech-language pathologists (see Section 25.250 and 23 Ill. Adm. Code 28 (Standards for Endorsements in Special Education)) with respect to:

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- i) planning and intervention;
 - ii) the learning environment;
 - iii) service delivery;
 - iv) professional conduct and ethics; and
 - v) facilitation and advocacy.
- B) The required evidence of completion of the experience required by this subsection (e)(2) shall be 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 individual's experience with students with disabilities in a school setting. This letter shall indicate how the experience related to the knowledge or performance aspects of each of the standards identified in this subsection (e)(2).
- f) Each individual must pass the applicable content-area test (see Section 25.710), subject to the provisions of Section 25.720.
- g) Each applicant shall hold one of the licenses identified in Section 14-1.09b(b)(1) of the Code.
- h) Notwithstanding any of the requirements of this Section, the speech-language pathology endorsement shall be issued to any speech-language pathologist who meets the following requirements, as outlined in Section 14-1.09b(c) of the Code:
 - 1) *holds a regular license as a speech-language pathologist pursuant to the Illinois Speech-Language Pathology and Audiology Practice Act [225 ILCS 110]; and*
 - 2) *holds a current Certificate of Clinical Competence in speech-language pathology from the American Speech-Language-Hearing Association.*

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.255 Interim Approval for Speech-Language Pathologist Interns (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.260 Endorsement for School Marriage and Family Therapists

- a) The marriage and family therapist endorsement shall be affixed to a PEL.
- b) Each individual seeking a PEL endorsed for marriage and family therapist shall complete the requirements set forth in Section 25.25.
- c) Each individual seeking a school family therapist personnel endorsement for school marriage and family therapist shall hold a master's or higher degree in marriage and family therapy awarded by a regionally accredited institution of higher education.
- d) Each individual shall:
 - 1) complete an Illinois program approved for the preparation of school marriage and family therapists pursuant to Subpart C or a comparable out-of-state program (including an internship); or
 - 2) hold a comparable certificate or license issued by another state or country (see Section 25.425).
- e) If completing an Illinois approved program, each individual must complete a supervised marriage and family therapist practicum of at least 100 clock hours that provided interaction with individuals and groups of school age and included at least 40 hours of direct service work. Except as provided in this subsection (e), each applicant must complete a structured and supervised internship, as part of an approved program.
 - 1) The internship must occur in a school setting and include at least 600 clock hours and last no less than one semester, during which the individual shall engage in the performance of various aspects of the marriage and family therapist role and shall be gradually introduced to the full range of responsibilities associated with that role. However, the internship for an individual with at least two years of teaching experience may, at the discretion of the institution offering the approved program, consist of no fewer than 400 hours. In each case, at least 240 hours of the internship shall involve direct service work with individuals and groups of school age and may include students' families.
 - 2) The internship shall occur in a school setting, except that, at the discretion of the institution, a maximum of one-third of the hours required may be credited for experiences in related settings outside the schools that, in the judgment of the institution, expose the individual to the needs of school-

aged children and prepare the individual to function as a marriage and family therapist.

- f) The following experience shall be honored in lieu of an internship:
 - 1) one year of professional experience in PK-12 schools as a marriage and family therapist on a valid, comparable out-of-state certificate or license that allows the holder to work as a marriage and family therapist in that state's public schools; or
 - 2) one year of full-time experience working as a marriage and family therapist on a short-term approval and an proficient or higher evaluation rating.
- g) Each individual must pass the applicable content-area test (see Section 25.710) subject to the provisions of Section 25.720.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

**Section 25.265 Interim Approval for School Marriage and Family Therapist Interns
(Repealed)**

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.275 Renewal of the Professional Educator License Endorsed for School Support Personnel (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

SUBPART E: REQUIREMENTS FOR THE LICENSURE OF ADMINISTRATIVE AND
SUPERVISORY STAFF

Section 25.300 Relationship Among Credentials in Subpart E

Each candidate for an administrative endorsement shall hold a PEL issued pursuant to Section 21B-20(1) of the Code and Section 25.25 of this Part.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.310 Definitions (Repealed)

(Source: Repealed at 9 Ill. Reg. 1046, effective January 16, 1985)

Section 25.311 Alternative Route to Superintendent Endorsement (Beginning January 1, 2013)

This Section establishes the requirements, in addition to those set forth in Section 21B-55 of the Code, for programs offering an alternative route to obtain a superintendent endorsement on the PEL for those individuals who have *been employed for a period of at least five years in a management-level position other than education*. (Section 21B-55(d)(2) of the Code)

a) General Requirements

An institution of higher education or a not-for-profit entity recognized and approved to offer educator preparation programs under Subpart C may establish a program under this Section. Each alternative superintendent endorsement program shall:

- 1) include an intensive course of study covering each of the areas listed in Section 21B-55(c) of the Code that is provided in a shorter amount of time than what is required to complete a superintendent endorsement preparation program approved pursuant to Subpart C and offered immediately preceding the candidate's placement into a school district under subsection (a)(2) of this Section;
- 2) provide for the candidate's placement as a full-time superintendent or assistant superintendent in an Illinois public school district for one school year; and
- 3) conduct a comprehensive assessment of the candidate's performance by school officials, which shall include at least the president of the board of education of the district of placement and, if the candidate is serving as an assistant superintendent, the district superintendent.

b) Candidate Qualifications

- 1) In order to serve as superintendent or assistant superintendent, each candidate shall apply for and be issued an educator license with stipulations endorsed for alternative provisional superintendent upon the presentation of evidence of having met the requirements set forth in Section 21B-55(d) of the Code and payment of the fee required under Section 21B-40 of the Code.
 - A) For the purposes of previous employment, "management-level position" does not include any management position in a public or nonpublic school that serves any of prekindergarten through grade 12.

- B) A "minimum of a master's degree" means the completion of a master's degree or other degree beyond the bachelor's degree level (e.g., juris doctor (J.D.), doctor of philosophy (Ph.D.), doctor of education (Ed.D.)).
 - C) Each candidate shall pass the content-area test for superintendent.
- 2) *Successful completion of an alternative route to superintendent endorsement program shall be deemed to satisfy any other supervisory, administrative, or management experience requirements established by law, and, once completed, an individual shall be eligible for a superintendent endorsement on a professional educator license (Section 21B-55(e) of the Code) upon application and payment of the fee required under Section 21B-40 of the Code.*
- c) Proposal Requirements
- 1) Each proposal to establish an alternative program shall describe the roles and responsibilities of the participating institution of higher education or not-for-profit entity and the school districts in which candidates will be assigned for the year of practice as full-time superintendents or assistant superintendents.
 - 2) Each proposal shall describe the proposed course of study, which shall:
 - A) describe how individual candidates' education and experience will be used in determining the portions of the course of study they will be required to complete;
 - B) demonstrate how candidates will acquire knowledge of content and skills equivalent to the content and skills contained in a superintendent endorsement preparation program approved pursuant to Subpart C with regard to:
 - i) educational management;
 - ii) governance and organization; and
 - iii) instructional and district planning; and
 - C) include a preservice assessment of each candidate's performance to be conducted by the institution of higher education at the

conclusion of the course of study in order to determine the candidate's readiness for the year-long assignment as a superintendent or assistant superintendent. Each proposal shall state the criteria for the institution's determination of candidates' readiness.

- 3) Each proposal shall describe the proposed arrangements for candidates' assignment to a position as superintendent or assistant superintendent and shall provide for these to be set forth in a formal, written agreement between the participating institution of higher education and the school districts where candidates will practice. Each agreement shall address the nature and intensity of the support to be provided to candidates by experienced district-level administrators, university staff or other professionals with relevant experience, including at least:
 - A) the qualifications and experience of these individuals;
 - B) the estimated amount of time these individuals will devote to advising and assisting candidates; and
 - C) the specific roles of the assisting individuals.
- 4) Each proposal shall describe the proposed method of assessing candidates' performance for the year referred to in this Section and shall provide for these to be set forth in a formal, written agreement between the participating institution of higher education or not-for-profit entity and the school districts where candidates will practice. Each agreement shall include:
 - A) the roles of all parties who will participate in the evaluation of candidates; and
 - B) assessment methods capable of demonstrating whether a candidate has acquired knowledge and skills equivalent to those required of candidates in a superintendent endorsement preparation program approved pursuant to Subpart C.
- 5) Each proposal shall delineate the criteria by which candidates will be recommended for the superintendent endorsement on the PEL by the participating institution of higher education or not-for-profit entity.
- 6) Each proposal shall include an assurance that if a candidate, during the year of practice, will be evaluating any principals, the program shall

facilitate and ensure the candidate's successful completion of the prequalification process and passage of the assessment required under Section 24A-3 of the Code.

- 7) Proposals shall be submitted electronically to the State Board.
- d) **Program Approval**
Proposals for the establishment of alternative superintendent endorsement programs meeting the specifications of this Section and Section 21B-55 of the Code shall be approved by the State Superintendent pursuant to the requirements set forth in Section 25.120, in consultation with SEPLB.
- e) Each alternative program established pursuant to this Section shall be subject to the review process and reporting requirements described in Subpart C.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.313 Alternative Route to Administrative Endorsement (Through August 31, 2013) (Repealed)

(Source: Repealed at 38 Ill. Reg. 11261, effective May 6, 2014)

**Section 25.314 Alternative Route to Administrative Certification for Teacher Leaders
(Repealed)**

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.315 Renewal of Administrative Endorsement (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.320 Application for Approval of Program (Repealed)

(Source: Repealed at 9 Ill. Reg. 1046, effective January 16, 1985)

Section 25.322 General Supervisory Endorsement (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.330 Standards and Guide for Approved Programs (Repealed)

(Source: Repealed at 9 Ill. Reg. 1046, effective January 16, 1985)

Section 25.333 General Administrative Endorsement (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.335 General Administrative Endorsement (Through June 30, 2016) (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.337 Principal Endorsement

- a) This endorsement is required for principals and assistant principals.
- b) A principal endorsement shall be affixed to a PEL provided that the candidate holds a master's degree or equivalent (e.g., juris doctor (J.D.), doctor of philosophy (Ph.D.), doctor of education (Ed.D.)) and either successfully completes each of the requirements specified in 23 Ill. Adm. Code 30 (Programs for the Preparation of Principals in Illinois) or meets each of the requirements specified in Section 21B-35(b-5) of the Code (also see Section 25.425 of this Part).
- c) Each candidate shall have *at least 4 total years of teaching or 4 total years of working in the capacity of school support personnel in an Illinois public school or nonpublic school recognized by the State Board, in a school under the supervision of the Department of Corrections, or in an out-of-state public school or out-of-state nonpublic school meeting out-of-state recognition standards comparable to those approved by the State Superintendent* (Section 21B-25(2)(B)(ii) of the Code).
- d) For the purposes of Section 21B-25(2)(B)(ii) of the Code, a candidate may qualify for the principal endorsement with *fewer than 4 years of experience* upon presentation of certain performance evaluation ratings that incorporate data and indicators of student growth (see Article 24A of the Code and 23 Ill. Adm. Code 50 (Evaluation of Educator Licensed Employees under Articles 24A and 34 of the School Code)).
 - 1) A candidate may qualify with three years of experience if that candidate has received at least a "proficient" performance evaluation rating in the three annual performance evaluations conducted.
 - 2) A candidate may qualify with two years of experience if that candidate has received an "excellent" performance evaluation rating in the two annual performance evaluations conducted.
- e) Each candidate shall be required to pass the applicable content-area test (see Section 25.710).

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.338 Designation as Master Principal (Repealed)

(Source: Repealed at 36 Ill. Reg. 12455, effective July 23, 2012)

Section 25.344 Chief School Business Official Endorsement (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.345 Endorsement for Chief School Business Official

This endorsement is required for chief school business officials. (See also 23 Ill. Adm. Code 29.110.)

- a) Each candidate for the chief school business official's endorsement shall hold a master's degree or equivalent awarded by a regionally accredited institution of higher education. For the purposes of this subsection (a), "equivalent" shall mean the completion of a degree beyond the bachelor's degree level (e.g., juris doctor (J.D.), doctor of philosophy (Ph.D.), doctor of education (Ed.D.)).
- b) Each candidate, other than a candidate whose master's degree was earned in *business administration, finance, accounting, or public administration*, shall have completed 24 semester hours of graduate coursework in an Illinois program approved for the preparation of school business officials pursuant to Subpart C of this Part or a comparable approved program in another state or country, or hold a comparable certificate or license issued by another state or country (see Section 25.425 of this Part) and either have:
 - 1) *two years' of full-time administrative experience in school business management*; or
 - 2) *two years of university-approved practical experience.* (Section 21B-25(2)(C) of the Code)
- c) Each candidate whose master's degree was earned in *business administration, finance, accounting, or public administration* shall complete *an additional six semester hours of internship in school business management from a regionally accredited institution of higher education* (Section 21B-25(2)(C) of the Code) that is conducted under the supervision of an individual who holds a current Illinois endorsement for chief school business official or who serves as the school district's chief financial officer. Institutions may consider a candidate's work experience in a school business office that is comparable to the responsibilities of a chief school business official as meeting a portion or all of the six-semester-hour internship requirement. For purposes of this subsection (c), one semester hour shall be equivalent to a minimum of 15-clock hours of experience that a candidate documents as completing.
- d) Each candidate shall be required to pass the applicable content-area test (see Section 25.710).
- e) Educator License with Stipulations. An individual holding an educator license with stipulations endorsed for chief school business official shall be considered

fully qualified to serve as a chief school business official provided the individual meets any renewal requirements set forth in Subpart J.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.355 Endorsement for Superintendent

The requirements of this Section apply to individuals seeking a superintendent endorsement.

- a) This endorsement is required for superintendents and assistant superintendents.
- b) A superintendent endorsement shall be affixed to a PEL provided that the candidate holds a master's degree or equivalent (e.g., juris doctor (J.D.), doctor of philosophy (Ph.D.), doctor of education (Ed.D.)) and either successfully completes each of the requirements specified in 23 Ill. Adm. Code 33 (Programs for the Preparation of Superintendents in Illinois) or meets each of the requirements specified in Section 21B-35(b-5) of the Code (see Section 25.425).
- c) In accordance with Section 21B-25(2)(D) of the Code, each candidate shall hold an Illinois PEL and have two years of full-time administrative or supervisory experience in a general administrative position or as a principal, director of special education, or chief school business official either:
 - 1) on the Illinois general administrative, principal, director of special education, or chief school business officer endorsement in:
 - A) an Illinois public school; or
 - B) a nonpublic school recognized under 23 Ill. Adm. Code 425 (Voluntary Registration and Recognition of Nonpublic Schools) whose chief administrator is required to hold a PEL endorsed for general administrative or principal and when a majority of the teachers employed in the school are required to hold a PEL endorsed in the teaching field specific to each teacher's assignment; or
 - 2) while holding a credential required by the employing state in order to serve as principal, director of special education, or chief school business official that is comparable *in validity and educational and experience requirements* (Section 21B-25(2)(D) of the Code) to the applicable Illinois endorsement, if the candidate completed a comparable out-of-state program for the applicable credential held. (See also Section 25.425 of this Part.)
- d) Each candidate shall be required to pass the applicable content-area test (see Section 25.710).

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.360 Endorsement for Superintendent (Through August 31, 2019) (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.365 Endorsement for Director of Special Education

This endorsement, to be affixed to a PEL, shall be required for directors and assistant directors of special education.

- a) Each candidate for the director of special education endorsement shall hold a master's degree or equivalent awarded by a regionally accredited institution of higher education. For the purposes of this subsection (a), "equivalent" shall mean the completion of a degree beyond the bachelor's degree level (e.g., juris doctor (J.D.), doctor of philosophy (Ph.D.), doctor of education (Ed.D.)).
- b) Each candidate shall:
 - 1) have completed an Illinois program approved for the preparation of directors of special education pursuant to Subpart C or a comparable approved program specific to directors of special education in another state or country or hold a comparable certificate or license issued by another state or country, provided that the requirements met by the applicant for the out-of-state program or certificate or license included completion of at least one course each in:
 - A) special education law;
 - B) special education finance;
 - C) supervision of programs for children with disabilities; and
 - D) cross-categorical special education methods; or
 - 2) submit, along with the application for the endorsement and the applicable fee, a copy of a letter of approval as an administrator of special education issued by the State Board at any time; or
 - 3) submit, along with the application for the endorsement and the applicable fee, evidence of holding an administrative certificate or a PEL endorsed for an administrative position and having completed 30 semester hours of coursework, distributed as follows:
 - A) at least one course in each of the areas described in subsection (b)(1); and
 - B) additional coursework to reach the required total of 30 semester hours, chosen from the areas of:

- i) curricular adaptations/modifications and assistive technology;
 - ii) facilitation of the least restrictive environment for all students;
 - iii) characteristics of students with disabilities;
 - iv) collaboration with parents and school personnel;
 - v) transition services for students with disabilities; and
 - vi) educational and psychological diagnosis and remedial techniques.
- c) Each candidate shall have two years' full-time experience providing special education services:
 - 1) in the public schools, as a special education teacher, a speech-language pathologist, a school social worker, or a school psychologist; or
 - 2) in a nonpublic school, if the candidate holds the appropriate corresponding Illinois PEL endorsed in a special education teaching field or for school support personnel as speech-language pathologist, school social worker, school psychologist, school counselor, school nurse, or marriage and family therapist.
- d) Each candidate shall be required to pass the applicable content-area test (see Section 25.710).

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

SUBPART F: GENERAL PROVISIONS

Section 25.400 Registration of Licenses; Fees

Section 21B-40 of the Code requires the registration of an individual's educator license (i.e., PEL, educator license with stipulations, or substitute teaching license) and establishes the amount of the registration fee to be paid for each full or partial year in the license's validity period. An individual shall register the license immediately (i.e., before January 1 of the next fiscal year) after the date on which the license initially was issued and between April 1 and June 30 in the last year of each 5-year renewal cycle. (See Sections 21B-40(a)(4) and 21B-45(k) of the Code.) Registration fees and requirements applicable in specified situations shall be as set forth in this Section.

- a) An individual shall pay a separate fee to register each license held (i.e., PEL, educator license with stipulations, or substitute teaching license) for the license's period of validity (i.e., the time period during which the license is valid). An individual who does not hold an educator license but who has an approval issued pursuant to this Part is not subject to the requirements of this Section.
- b) An individual is required to register a license in each region where the individual teaches or in any county of the State, if the individual is not yet employed, but is required to pay a registration fee in only one region. Therefore, an individual who moves from one region to another after paying a registration fee for a particular period of time:
 - 1) shall be required to register the license in the new region; but
 - 2) shall not be required to pay any additional registration fee.
- c) When a registration fee is paid, the amount due shall be the amount required to register the license for its entire period of validity.
- d) Pursuant to Section 25.450, a licensee may reinstate the license if it has lapsed (i.e., become invalid for employment due to failure to register the license) by payment of all accumulated registration fees and either payment of the penalty or completion of the coursework required under Section 21B-45 of the Code. The amount due for each year in the renewal cycle shall be the fee that was in effect at that time, rather than the annual amount applicable at the time when the fees are paid.
- e) The provisions of subsection (d) do not apply to individuals who are ineligible to register their licenses due to the renewal requirements set forth in Section 21B-45

of the Code and Subpart J not being met by September 1 of the year in which the license expired. A license subject to this subsection (e) shall be reinstated:

- 1) upon payment of all accumulated registration fees;
 - 2) either payment of the penalty or completion of the coursework required under Section 21B-45 of the Code; and
 - 3) completion of any outstanding professional development activities required for renewal.
- f) The current annual registration fee amount shall be owed for each year, regardless of when the fee is paid.
- g) In accordance with Section 21B-45(e)(5) of the Code, *a licensee working in a position that does not require a professional teaching license or an educator license with stipulations or working in a position for less than 50 percent of full-time equivalency for any particular school year is considered to be exempt and shall be required to pay only the registration fee in order to renew and maintain the validity of the license.*
- h) In accordance with Section 21B-45(e)(6) of the Code, *a retired teacher, even if returning to a position that requires educator licensure, shall not be required to pay registration fees.*
- i) An unregistered license is invalid after September 1 for employment and performance of services in an Illinois public or State-operated school or cooperative and a charter school.
- j) The other provisions of this Section notwithstanding, no fee paid in connection with the registration of one or more licenses shall have the effect of extending the period of validity of any other license that is subject to additional renewal requirements that have not been met.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.405 Military Service; Licensure

- a) The provisions of subsection (b) shall apply to any individual who:
 - 1) holds a professional educator license endorsed for teaching, school support personnel, or an administrative area; and
 - 2) is unavailable for employment on that license due to military service, including service in any reserve capacity.
- b) For any individual as described in subsection (a), the period of validity of any license held shall be tolled during the period of that individual's unavailability.
 - 1) The time remaining on any license held, and the time when the individual can continue to hold any type of license held, shall be the same when the individual becomes available for employment on the license as was the case when the individual became unavailable under this subsection (b).
 - 2) An individual subject to this subsection (b) shall not owe a fee for any period of time when the validity of that individual's license is tolled pursuant to this subsection (b).
 - 3) An individual subject to this subsection (b) shall give written notification to the appropriate regional superintendent of schools that the individual has been called to active military service and shall enclose a copy of the military order. Upon return from active duty, the individual shall provide written notification of the individual's availability and shall enclose a copy of the release order. This information shall be used to establish the tolling period.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.410 Reporting Requirements for Revoked or Suspended Licenses, Endorsements, or Approvals; License Application Denials

- a) When a license, endorsement, or approval is suspended or revoked in Illinois or an application for an Illinois educator license is denied, all other states and possessions of the United States shall be informed of this action through a report to the NASDTEC Educator Identification Clearinghouse maintained by the National Association of State Directors of Teacher Education and Certification.
- b) The license of an individual who voluntarily surrenders that license shall be treated as a revoked license. (See Section 21B-45 of the School Code [105 ILCS 5].) An individual who voluntarily surrenders a professional educator license or educator license with stipulations also surrenders all of the endorsements on that license. (Also see Section 25.411 of this Part.)

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.411 Voluntary Removal of Endorsements

This Section sets forth the conditions upon which a licensee may voluntarily remove one or more endorsements issued on a professional educator license or an educator license with stipulations or one or more approvals.

- a) A licensee may request the removal of an endorsement or approval only between January 1 and May 1 of each calendar year, with the endorsement or approval being removed by no later than July 1 of the same calendar year.
- b) A licensee shall not request removal of any endorsement from a professional educator license or an educator license with stipulations or removal of any approval if the licensee is subject to an ongoing investigation conducted by the State Board or there is other evidence or allegations of misconduct.
- c) Any licensee not subject to the provisions set forth in subsection (b) shall provide written notification to the State Board, using a form provided for this purpose, of the licensee's intent to remove one or more endorsements or approvals. The notification shall include the licensee's full name as recorded in ELIS, the licensee's license number, and the name of each credential to be removed. The notice shall be submitted to:

Chief Legal Officer
Illinois State Board of Education
555 W. Monroe Street, Suite 900
Chicago, Illinois 60661
- d) Confirmation noting the date that the endorsement or approval was removed shall be sent to the individual within 30 days after receipt of the request. Removal of the endorsement or approval shall be reflected in ELIS.
- e) A licensee may reapply for an endorsement or approval (excluding one-time issued short-term approvals) removed under this Section by paying the fee required in Section 21B-40 of the Code, provided that:
 - 1) at least 10 years has passed since the endorsement or approval was removed;
 - 2) the licensee passes all tests required for the endorsement or approval as set forth in Section 21B-30 of the Code and Section 25.720; and
 - 3) the licensee provides evidence of meeting all other requirements in effect for the endorsement or approval, as set forth in Article 21B of the Code

and this Part, at the time the licensee makes application for the endorsement or approval.

- f) A licensee shall not request the removal of the same endorsement or approval more than once every 10 years.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.415 Credit in Junior College (Repealed)

(Source: Repealed at 28 Ill. Reg. 8556, effective June 1, 2004)

Section 25.420 Psychology Accepted as Professional Education (Repealed)

(Source: Repealed at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.425 Individuals Prepared in Out-of-State Institutions

- a) In accordance with Section 21B-35 of the Code, an applicant who was prepared in another state or country may be granted an Illinois professional educator license endorsed in the area (i.e., teaching, administrative, or school support personnel) that corresponds to the completed program if that applicant meets all the generally applicable requirements of Article 21B of the Code (e.g., age and good character) and the requirements for the license and the endorsement sought, as specified in the applicable Sections of this Part. As used in each of those Sections, a "comparable program" is one that leads to eligibility for service in the same specific capacity in the public schools of the state where the program was completed.
 - 1) Each out-of-state applicant shall have passed each of the tests required for the PEL and the endorsement sought, as set forth in Section 21B-30 of the Code and Section 25.720.
 - 2) In accordance with Section 21B-30(f) of the Code, beginning September 1, 2025, each applicant who has not been entitled by an Illinois-approved institution of higher education for a PEL endorsed in a teaching field shall pass the teacher performance assessment (edTPA) (see Section 25.720(c) of this Part). If the applicant has not met the requirement to pass the edTPA, the applicant may:
 - A) enroll in the student teaching portion of an educator preparation program offered by an Illinois institution of higher education approved to offer a program pursuant to Subpart C, during which time the edTPA shall be completed; or
 - B) for purposes of meeting both the requirements of Section 21B-30(f) of the Code and this subsection (a)(4), an applicant who provides evidence with an application of having at least one year of full-time teaching experience and having achieved a "proficient" or higher rating, or the equivalent, on the most recent performance evaluation shall not be required to pass the edTPA.
- b) An individual may receive additional endorsements on a PEL endorsed for teaching by meeting the applicable requirements of Sections 25.37 and 25.100.
- c) A candidate whose credentials were earned at an institution outside the United States shall submit the documents prepared by the foreign institution to a service whose evaluations are accepted by the State Board pursuant to subsection (d) to

determine if the candidate has met the requirements of Section 21B-35(b) of the Code.

- 1) After reviewing the documents submitted, the service shall provide to the State Superintendent an official translated evaluation report identifying the degree held by the individual and indicating whether the individual has been prepared as an educator. The service shall also provide a list of the courses completed, with the credits earned equated to semester hours.
 - 2) The evaluation report provided by the service pursuant to subsection (c)(1) shall be reviewed to determine whether the individual qualifies for a PEL and the endorsements for which application was made; if so, the individual shall receive the license and the endorsements indicated by the coursework completed.
 - 3) If the review of the individual's transcript indicates that the individual does not qualify for a PEL and the endorsements for which application was made, the individual shall receive a notification of the deficiencies for the license and the endorsement requested.
- d) Evaluation services shall be approved to review foreign credentials for purposes of Illinois licensure if they demonstrate experience working on behalf of either the National Association of Foreign Student Affairs or the American Association of Collegiate Registrars and Admissions Officers. However, the State Board may discontinue acceptance of evaluations from any service based on evidence of material inconsistencies in reviews. The State Board shall maintain an up-to-date list of all organizations whose reviews are being accepted and shall make this list readily available.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.427 Limitation on Evaluation or Entitlement

- a) An evaluation for purposes of issuing any educator license or an additional endorsement on a currently held license will be binding on the State Board of Education for only two full fiscal years after it is given.
- b) A recommendation for licensure or endorsement of a candidate by entitlement shall be valid for only one calendar year after its issuance by the institution.

(Source: Amended at 39 Ill. Reg. 13722, effective October 5, 2015)

Section 25.430 Short-Term Approval for Teachers at All Grade Levels

Subject to the provisions of this Section, an individual may receive short-term approval for assignment in a position in which that individual does not hold necessary qualifications. Nothing in this Section is intended to modify existing endorsement requirements pursuant to Section 25.100.

- a) Applicability
 - 1) The short-term approvals described in this Section shall be available for application until June 30, 2026 with respect to:
 - A) individuals who hold a PEL endorsed in a teaching area but lack full qualifications in a content area; or
 - B) individuals who do not hold a PEL but possess adequate content knowledge for the area to be taught.
 - 2) The short-term approval shall be available in situations in which the employing entity's need for short-term authorization has arisen due to the unforeseen departure of a teacher who was fully qualified for the assignment in question.
 - 3) The short-term authorization described in this Section shall not be available with respect to:
 - A) special education teaching positions; or
 - B) driver's education positions.
- b) Application Procedures for Individuals Who Hold a Professional Educator License
 - 1) A licensed teacher seeking short-term approval under this Section shall file an application in the ELIS.
 - 2) The application for short-term approval shall be approved by the State Superintendent if the applicant provides proof of completion of nine semester hours of college coursework in the content area of assignment or provides proof of passing the content-area test for the assignment.
- c) Application Procedures for Individuals Who Do Not Hold a Professional Educator License

- 1) An individual seeking short-term approval under this Section shall file an application in ELIS.
- 2) The application for short-term approval shall be approved by the State Superintendent if the applicant meets the following requirements:
 - A) provides proof of holding at least a bachelor's degree in the content area sought, or a bachelor's degree in any area and 32 semester hours of content-specific coursework in the area to be taught;
 - B) provides an assurance, signed by the hiring district, of the mentoring, instructional coaching, and supervision the individual will receive pursuant to subsection (c)(3).
 - C) provides evidence of passing the required content test pursuant to Section 25.720; and
 - D) provides the assurances specified under subsection (d).
- 3) **District Mentoring and Instructional Coaching Plan**
School districts employing individuals on a short-term approval earned under the provisions set forth in subsection (c)(2) must provide evidence of mentoring and instructional coaching that will be provided to the applicant.
 - A) The applicant must receive instructional coaching and mentoring from an individual who holds a PEL endorsed in a teaching field.
 - B) Instructional coaching must occur on an ongoing basis. Coaches must schedule at least one meeting per week with the applicant and document those meetings with the hiring district.
 - C) Districts must provide evidence of meeting the requirements of this subsection (c)(3) by filing annual reports with their ROE on a format specified by the State Board. ROEs shall upload reports to each educator's ELIS account.
 - D) Districts must provide a signed statement of assurance that the supervision the individual will receive will be from an individual in the school of assignment who holds a PEL endorsed for general administration, principal, or superintendent.

- 4) Acquisition of the Professional Educator License
Individuals who work as teachers on the short-term approval shall receive the PEL in the content area of the short-term approval if the following requirements are met:
 - A) The individual shall file an application for the PEL in ELIS prior to the approval expiring; and
 - B) The individual shall provide evidence of completing the requirements of Section 25.25.
- d) Filing of Information by School Districts
The employing entity hiring an individual under this Section shall file the following with the regional superintendent in a format designed by the State Superintendent:
 - 1) a description of the vacant position, including the subject area and the grade level;
 - 2) a description of the entity's inability to fill the position with a fully qualified individual;
 - 3) a statement of assurance that the employing entity has not honorably discharged anyone in the past year who was fully qualified for the position;
 - 4) a statement of assurance that the district will provide the teacher to be employed with mentoring and high-quality professional development each year in the subject area to be taught and, if the teacher is employed by virtue of meeting the requirements of subsection (c), a description of the supervision, mentoring, and instructional coaching that individual will receive; and
 - 5) verification of enrollment or intent to enroll in coursework required as part of a State-approved educator preparation program, signed by the applicant.
- e) Validity
 - 1) Short-term approvals issued pursuant to this Section shall expire on June 30 immediately following the third full fiscal year after the approval was issued and shall not be renewed.

- 2) Prior to expiration of the approval, individuals must apply for and receive the applicable endorsement or the PEL to continue teaching in the assigned area.
- f) Each regional superintendent overseeing the entity that employs an individual for a position under subsection (c) shall upload the information specified in subsections (c)(3) and (d)(1) through (5) on a form supplied by the State Superintendent, into the ELIS account of the applicant prior to the State Superintendent issuing the application.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.432 Short-Term Approval for School Support Personnel

Subject to the provisions of this Section, an individual holding an active and current professional license issued by the Department of Financial and Professional Regulation or a national certification board, as approved by the State Board of Education, related to the approval area sought, may receive short-term approval for assignment in a position in which the individual does not hold necessary qualifications.

a) Applicability

- 1) The short-term approvals described in this Section shall be available for application until June 30, 2026.
- 2) The short-term approval shall be available in situations in which the employing entity's need for short-term authorization has arisen due to the unforeseen departure of an employee who was fully qualified for the assignment in question.
- 3) Participation in the development and implementation of individualized education programs (IEPs) must be overseen by the State-approved director of special education or designee.

b) Application Procedures and Validity

- 1) An individual seeking short-term approval under this Section shall submit an application in ELIS.
- 2) The application for short-term approval shall be approved by the State Board if the applicant provides proof of meeting the following requirements:
 - A) Holds a master's degree or higher in the approval area sought (approvals for school nurse shall require a bachelor's degree or higher) from a regionally-accredited institution of higher education;
 - B) Holds State or national licensure (see subsection (d));
 - C) Provides an assurance, signed by the hiring district, of the supervision the individual will receive from an individual in the school of assignment who holds a PEL endorsed for director of special education, principal, superintendent, or general administration;

- D) Provides evidence of passing the required content test pursuant to Section 25.720; and
 - E) Provides the assurances specified under subsection (b)(4).
 - 3) Acquisition of the Professional Educator License
Individuals who work as school support personnel on the short-term approval shall receive the PEL upon approval expiration if the following requirements are met:
 - A) The individual files an application for the PEL in the ELIS prior to the approval expiring; and
 - B) The individual provides evidence of completing the requirements of Section 25.25 and Subpart D as applicable to the endorsement sought.
 - 4) Filing of Information by School Districts
The employing entity hiring an individual under this Section shall file the following with the regional superintendent in a format designed by the State Superintendent:
 - A) a description of the vacant position, including the subject area and the grade level;
 - B) a description of the entity's inability to fill the position with a fully qualified individual;
 - C) a statement of assurance that the employing entity has not honorably discharged anyone in the past year who was fully qualified for the position;
 - D) a statement of assurance that the district will provide the educator to be employed with mentoring and high-quality professional development each year in the subject area of the approval; and
 - E) verification of enrollment or intent to enroll in coursework required as part of a State-approved educator preparation program, signed by the applicant.
- c) Validity

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- 1) Short-term approvals issued pursuant to this Section shall expire on June 30 immediately following the third full fiscal year after the approval was issued and shall not be renewed.
 - 2) Prior to expiration of the approval, individuals must apply for and receive the applicable endorsement or the PEL to continue teaching in the assigned area.
- d) Applicability of Professional Licensure and National Certification
- 1) The following national certifications, as applicable to the approval area sought, shall be used to meet the certification required by this Section:
 - A) Nationally Certified School Psychologist from the National School Psychologist Certification Board, 4340 East-West Highway, Suite 402, Bethesda, MD 20814; <https://nasponline.org/standards-and-certification/national-certification>;
 - B) Nationally Certified School Nurse from the National Board for Certification of School Nurses, 1120 Route 73, Suite 200, Mt. Laurel, NJ 08054; <https://www.nbcsn.org/ncsn/certification/certification-procedures>;
 - C) Nationally Certified Counselor from the National Board for Certified Counselors, 3 Terrace Way, Greensboro, NC 27403; <https://www.nbcc.org/certification>; or
 - D) Certified School Social Work Specialist (C-SSWS) from the National Association of Social Workers, 750 First Street, NE, Suite 800, Washington, DC 20002; <https://www.socialworkers.org/Careers/Credentials/Apply-for-NASW-Social-Work-Credentials/Certified-School-Social-Work-Specialist>.
 - 2) The following professional licenses issued by the Department of Financial and Professional Regulation, as applicable to the approval area sought, shall be used to meet the certification required by this Section:
 - A) for a school counselor, a license issued under the Professional Counselor and Clinical Professional Counselor Licensing and Practice Act [225 ILCS 107];

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- B) for a marriage and family therapist, a license issued under the Marriage and Family Therapist Licensing Act [225 ILCS 55];
 - C) for a school psychologist, a license issued under the Clinical Psychologist Licensing Act [225 ILCS 15];
 - D) for a school nurse, a license issued under the Nurse Practice Act [225 ILCS 65] for a registered professional nurse;
 - E) for a school social worker, a license issued under the Clinical Social Work and Social Work Practice Act [225 ILCS 20]; and
 - F) for a speech language pathologist clinical fellow (SLP-CF), evidence of an application or receipt of a temporary or permanent license issued under the Speech-Language Pathology and Audiology Practice Act [225 ILCS 110].
- e) Each regional superintendent overseeing the entity that employs an individual seeking a position under this Section shall upload the information specified in subsection (b), on a form supplied by the State Superintendent, into the ELIS account of the applicant prior to the State Superintendent issuing the application.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.433 Short-Term Approval for Paraprofessional

Subject to the provisions of this Section, an individual may receive a short-term approval for paraprofessional if the individual does not hold necessary qualifications for the Educator License with Stipulations endorsed for Paraprofessional (ELS-PARA). Nothing in this Section is intended to modify existing license requirements under Section 25.510.

- a) **Applicability.** The short-term approvals described in this Section shall be available for application until June 30, 2025.
- b) **Application Procedures**
 - 1) An individual seeking short-term approval under this Section shall submit an application in ELIS.
 - 2) The application for short-term approval shall be approved by the State Board if the applicant provides proof of holding a high school diploma (or equivalent) or higher.
 - 3) Acquisition of the ELS-PARA. Individuals who work as a paraprofessional on the short-term approval shall be issued the ELS-PARA by the State Superintendent upon expiration of the short-term approval if the following requirements are met:
 - A) The individual files an application for the ELS-PARA in ELIS prior to the short-term approval expiring; and
 - B) The individual provides evidence of completing the requirements of Section 25.510 to the State Superintendent prior to the license being issued.
- c) **Validity**

Short-term approvals issued pursuant to this Section shall expire on June 30 immediately following the third full fiscal year after the approval was issued and shall not be renewed.
- d) **Reporting**

The State Board of Education will report the number of short-term paraprofessional approvals issued in each fiscal year, starting with fiscal year 2023, on its website.

(Source: Added at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.435 School Service Personnel Certificate--Waiver of Evaluations (Repealed)

(Source: Repealed at 24 Ill. Reg. 12930, effective August 14, 2000)

Section 25.437 Equivalency of General Education Requirements (Repealed)

(Source: Repealed at 24 Ill. Reg. 7206, effective May 1, 2000)

Section 25.440 Master of Arts NCATE (Repealed)

(Source: Repealed at 28 Ill. Reg. 8556, effective June 1, 2004)

Section 25.442 Illinois Teacher Corps Programs (Through August 31, 2013) (Repealed)

(Source: Repealed at 38 Ill. Reg. 11261, effective May 6, 2014)

Section 25.444 Illinois Teaching Excellence Program

The annual payments and incentives established under Section 21B-70 of the Code shall be subject to the requirements of this Section and shall be contingent upon the appropriation of sufficient funds (see subsection (a)). When permitted or required by the State Superintendent, documentation called for in this Section may be submitted via electronic means.

- a) When the funding available in any fiscal year is inadequate to cover all the payments requested by "qualified educators", as defined in Section 21B-70(a) of the Code, payments shall be paid on a first-come, first-served basis, regardless of the type of payment being requested, but shall be subject to any limitations established for a particular payment type under Section 21B-70 of the Code. Therefore, although a qualified educator, as defined in Section 21B-70(a) of the Code, is someone who meets the requirements for a particular payment, not all qualifying educators in any given year will be assured of receiving the applicable payments.
- b) A qualified educator shall qualify for a payment as called for in Section 21B-70(c)(1), (c)(2), (c)(3), or (d)(1) of the Code when that educator is employed by a school district or other public entity providing early childhood, elementary, or secondary education, including special education, as the individual originally assigned to a full-time position whose functions:
 - 1) are specifically authorized by the grade levels and content-area endorsements on the PEL and include the provision of instruction to students;
 - 2) are specifically authorized by a school support personnel endorsement for school counselor on a PEL and include the provision of counseling services to students; or
 - 3) are specifically authorized by the grade levels and content-area endorsements on an ELS-CTE, ELS-CTEP, or ELS-PCTE and include the provision of instruction to students.
- c) Qualification for Payments
 - 1) A qualified educator shall qualify for one or more incentive payments under Section 21B-70(c)(5) of the Code for each year during which:
 - A) that educator is either:

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- i) employed by a school district or other public entity providing early childhood, elementary, or secondary education, including special education, in a full-time position whose functions meet the requirements of subsection (b), as verified by the employer using a format specified by the State Superintendent; or
 - ii) retired (i.e., drawing an annuity from either the Teachers' Retirement System of the State of Illinois pursuant to Article 16 of the Illinois Pension Code [40 ILCS 5/Art. 16] or the Public School Teachers' Pension and Retirement Fund – Cities Over 500,000 Inhabitants pursuant to Article 17 of the Illinois Pension Code [40 ILCS 5/Art. 17]); and
- B) the educator *agrees, in writing*, using a format prescribed by the State Superintendent of Education, *to provide up to 45 hours of mentoring or National Board for Professional Teaching Standards (NBPTS) professional development or both during the school year to classroom teachers or school counselors* as described in Section 21B-70(c)(5) of the Code. (Section 21B-70(c)(5) of the Code)
- 2) Funds may also be used to provide instructional leadership training for qualified educators interested in supporting implementation of the Illinois Learning Standards or teaching and learning priorities identified by the State Board. *Funds may also be used for professional development training provided by the National Board Resource Center* (see Section 21B-70(c) of the Code).
- 3) If adequate funds are available after distribution to all qualified educators, incentives under Section 21B-70(d) of the Code may be provided to National Board-certified teacher rural, remote, distant, diverse, or candidate cohort facilitators, to National Board-certified teacher rural, remote, distant, diverse, or candidate liaisons, or to hard-to-staff schools as retention bonuses, as defined by Section 21B-70(a) of the Code.
- d) Requirements for Professional Development and Assistance to NBPTS Candidates
 - 1) To verify eligibility for the applicable incentive payment, a qualified educator who provides professional development to new or experienced teachers or school counselors under subsection (c) shall submit to the State Superintendent a written log of the assistance provided, using a format

specified by the State Superintendent, demonstrating that the educator addressed one or more of the standards set forth in 23 Ill. Adm. Code 24.130 (The Illinois Professional Teaching Standards) or 23 Ill Adm. Code 24. 140 (The Illinois Professional Educator Standards) as relevant to the classroom-based needs of the recipient teachers, or one or more of the standards set forth in 23 Ill. Adm. Code 23.110 (Standards for the School Counselor), as applicable. Each recipient of professional development shall be identified by name, shall be working in an Illinois public educational setting, and shall sign the log as verification of the dates and hours of service indicated.

- 2) To verify eligibility for the applicable incentive payment, a qualified educator who assists other Illinois educators in preparing for certification by the National Board for Professional Teaching Standards under subsection (c) shall submit to the State Superintendent a written log of the assistance provided, using a format specified by the State Superintendent. This record shall identify the activities performed and verify that these activities addressed specific requirements candidates must meet for NBPTS certification.

e) Requirements for Mentoring or NBPTS Professional Development

- 1) Mentoring or professional development provided in accordance with subsection (c) shall be conducted either:
 - A) as part of and in conformance with a mentoring or professional development program formally established by a school district; or
 - B) under the terms of a written agreement among the mentor, the building administrator, mentor coordinator, or other responsible official of the school district employing one or more recipients, and those recipients, that describes the goals of the mentoring or professional development, the duration of the mentor's involvement, and the amount of time expected to be devoted to each recipient.
- 2) Mentoring or professional development may be provided to recipients either individually or in groups, provided that the mentor must address areas of practice relevant to the needs of each recipient.
- 3) An individual who provides mentoring or professional development under this Section shall notify the individuals employing district (if different

from that of the recipients) to this effect and, to verify eligibility for the applicable incentive payment, shall submit to the State Superintendent a written log that:

- A) meets the requirements of subsection (e)(1); and
 - B) discusses how the mentoring or professional development was related to the academic needs of the recipient teachers' students or the needs of the students served by the recipient counselors, as applicable.
- f) Licensed teachers shall receive incentive payments only for providing mentoring and professional development to other teachers, and educator licensed school counselors shall receive incentive payments only for providing mentoring and professional development to other school counselors.
- g) **Instructional Leadership Training**
In any fiscal year in which money remains after funding the categories in subsections (a) through (c), the State Superintendent shall announce no later than June 1 the amount of funding that will be devoted to training for qualified educators. The announcement shall indicate the:
- 1) specific purposes, from among those specified in Section 21B-70 of the Code of the training to be conducted;
 - 2) amount of any stipend awarded for participating in the training;
 - 3) limitations on the qualified educators who may participate (e.g., school demographics, including student characteristics and achievement levels; school district location); and
 - 4) process a qualified educator would use to apply for a stipend under this subsection (g).

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

**Section 25.445 College Credit for High School Mathematics and Language Courses
(Repealed)**

(Source: Repealed at 28 Ill. Reg. 8556, effective June 1, 2004)

Section 25.450 Lapsed Licenses

- a) A lapsed license is a PEL or an educator license with stipulations endorsed for career and technical educator or chief school business official for which renewal requirements have not been completed by September 1 of the year in which it expired, or a PEL that has not been registered for a period of six or more months since the expiration of its last registration, or was not registered by January 1 of the fiscal year following its initial issuance. For purposes of this Section, the following licenses do not lapse:
 - 1) A substitute teaching license issued under Section 21B-20(3) of the Code.
 - 2) An educator license with stipulations issued under Section 21B-20(2) of the Code endorsed in an area other than career and technical educator or chief school business official.
- b) In accordance with Section 21B-45(a) of the Code, a lapsed license shall be reinstated if the individual pays any back fees, including all registration fees, that the individual owes and either:
 - 1) pays a \$50 penalty; or
 - 2) provides evidence of *completing nine semester hours of coursework from a regionally accredited institution of higher education in the content area that most aligns with one or more of the educator's endorsement areas* (Section 21B-45(b) of the Code). For the purposes of this subsection (b)(2):
 - A) coursework shall be earned with a grade of C- or higher;
 - B) coursework may include content or methods classes for cross-categorical special education, reading, English learners (i.e., bilingual education or English as a Second Language); and
 - C) the validity period for any coursework used for license reinstatement shall expire on September 1 immediately following the fifth full year after the date of the coursework's completion.
- c) Licensees whose licenses lapsed on September 1 due to failure to complete renewal requirements must complete all outstanding professional development activities required for renewal.

- d) The penalty referenced in subsection (b)(1) cannot be paid in advance of the individual's license lapsing. In other words, once the license expires due to failure to pay registration fees or complete license renewal requirements, the individual has the option of:
 - 1) if the license expired due to failure to pay registration fees and the license has not yet lapsed:
 - A) waiting until the license lapses on January 1 of the next fiscal year before paying the penalty or presenting evidence of completing the coursework required under subsection (b)(2); or
 - B) paying all registration fees owed; or
 - 2) if the license expired due to failure to complete renewal requirements and the license has not yet lapsed, completing the applicable renewal requirements or paying all registration fees owed.
- e) Licensees whose licenses are in a lapsed status are not eligible to apply for additional endorsements until they have reinstated their license by meeting the requirements of subsection (b).

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.455 Substitute Certificates (Repealed)

(Source: Repealed at 36 Ill. Reg. 12455, effective July 23, 2012)

Section 25.460 Provisional Special and Provisional High School Certificates (Repealed)

(Source: Repealed at 28 Ill. Reg. 8556, effective June 1, 2004)

Section 25.464 Short-Term Authorization for Positions Otherwise Unfilled (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.465 Credit (Repealed)

(Source: Repealed at 28 Ill. Reg. 8556, effective June 1, 2004)

Section 25.470 Meaning of Experience on Administrative Certificates (Repealed)

(Source: Repealed at 28 Ill. Reg. 8556, effective June 1, 2004)

Section 25.475 Renewal Requirements for Holders of Multiple Types of Endorsements on a Professional Educator License (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.480 Supplemental Documentation and Review of Certain License Applications

This Section sets forth the requirements for supplemental documentation and other information that an applicant must submit when the applicant has provided an affirmative response or indicated noncompliance with any of the requirements set forth in Sections 25.485 through 25.492 or has knowingly misrepresented any qualifications to obtain a license pursuant to Section 21B-15 of the Code. An application for issuance, renewal, reinstatement, or registration of a license shall not be processed until all supplemental documentation has been received. References to "license" in this Section and any of Sections 25.485 through 25.492 shall be understood to mean "certificate" if the sanction affected (or the violation occurred when an individual held) a teaching, administrative, school service personnel or substitute teaching certificate previously issued by the State Board.

a) **Personal Statement**

When a personal statement is required to be submitted, the applicant shall provide the information required under this subsection (a). A personal statement shall not be afforded full weight by the committee reviewing the application and supplemental documentation if the statement fails to adequately address each of the requirements of this subsection (a) to the degree necessary to enable the review committee to make a determination of whether the applicant has been rehabilitated and should be licensed as a professional educator. Each personal statement shall:

- 1) be written in the applicant's own words (statements written by an attorney or someone other than the applicant shall be considered a letter of reference);
- 2) provide a detailed description of the conduct and circumstances that led to the knowing misrepresentation of the applicant's qualifications to obtain a license or a detailed description of the conduct and circumstances for the license sanction, criminal conviction, the indicated report of child abuse or neglect, or adjudication or finding of sexual misconduct, as defined under Section 22-85.5 of the Code (whichever is applicable);
- 3) provide evidence that the applicant has been rehabilitated, including an explanation of why the applicant believes the applicant is of good character, merits receipt of an educator license, and would be an asset to the field of professional educators; and
- 4) provide any other information that is requested by the State Board that is relevant to the agency's review and understanding of the reasons for the knowing misrepresentation of the applicant's qualifications to obtain a

license, the license sanction the circumstances of the criminal conviction, the indicated report of child abuse or neglect, or adjudication or finding of sexual misconduct, as defined under Section 22-85.5 of the Code (whichever is applicable).

b) Character References

When character references are required, the applicant shall provide at least three letters that meet the requirements set forth in this subsection. A character reference shall not be afforded full weight by the committee reviewing the application and supplemental documentation if the reference fails to adequately address each of the requirements of this subsection to the degree necessary to enable the review committee to make a determination of whether the applicant has been rehabilitated and should be licensed as a professional educator. Each character reference shall:

- 1) be written by a colleague of the applicant who is employed in an educational field or by a faculty member of the applicant's educator preparation program who has first-hand knowledge of or experience working with the applicant; if the applicant has no prior education-related experience, then an employer of the applicant may submit a character reference;
- 2) state that the purpose of the letter is to assist the applicant in obtaining an educator license and acknowledge the specific conduct and circumstances that led to the applicant's license sanction, the conviction, report of child abuse or neglect, or adjudication or finding of sexual misconduct, as defined under Section 22-85.5 of the Code (whichever is applicable);
- 3) state the author's relationship (e.g., former instructor, employer, or school colleague) with the applicant and the length of time the author has known the applicant;
- 4) explain in detail why the author believes that, in spite of the reason for the applicant's license sanction, the conviction, report of child abuse or neglect, or adjudication or finding of sexual misconduct, as defined under Section 22-85.5 of the Code (whichever is applicable), the applicant has been rehabilitated and why the applicant would be an asset to the field of professional educators; and
- 5) be signed by the author and include the telephone number or email address to be used should the committee reviewing the character reference have

questions or need additional information and, as applicable, be presented on the letterhead of the author's place of employment.

c) Application Review Process

- 1) The application and supplemental documentation shall be reviewed by a committee made up of staff from the State Board's licensure department. The committee may contact the applicant if additional information is needed. Upon conclusion of the committee's review, the committee shall notify the applicant of the agency's decision to deny or its intent to deny an application, by certified mail, return receipt requested mailed to the address shown on the application. A decision to issue the license will be recorded in ELIS and an electronic notification to that effect will be sent to the applicant.
- 2) If the agency intends to deny an application on character grounds pursuant to Section 21B-15 of the Code, the applicant shall be notified pursuant to subsection (c)(1) of the opportunity to request a credibility hearing. The applicant's request for a credibility hearing shall be submitted in writing to the agency no later than 10 days after the applicant's receipt of the agency's notification. Requests shall be sent to the Educator Licensure Department, 100 North First Street, E-240, Springfield, Illinois 62777, or to educatorcredibility@isbe.net. Failure to request a credibility hearing within the 10-day timeframe will result in a denial of the application.
 - A) Credibility hearings may be held via video conference or in-person and will not be held if the applicant has not submitted all required documentation at least 72 hours prior to the hearing. At this hearing, the applicant may present a statement or provide documentary evidence and present character witnesses who wish to make a statement on behalf of the applicant; however, if the applicant does not submit this documentary evidence within 72 hours prior to the hearing, the hearing may be postponed by the committee until all documentary evidence can be reviewed by the committee.
 - B) The applicant shall not be permitted to pose questions to the review committee. An applicant may be represented by counsel at this hearing, but the applicant's attorney will not be permitted to address or pose questions to the review committee.

- C) No later than 30 days after the conclusion of the credibility hearing, the review committee shall issue to the applicant its decision to grant or deny the application. The decision of the review committee is a final decision and is reviewable pursuant to the Administrative Review Law [735 ILCS 5/Art. III], as provided in Section 21B-90 of the Code. A timely filed action for administrative review shall act as a stay of enforcement of the denial.
- d) **Eligibility to Reapply**
An applicant who was denied an initial license or denied the renewal, registration or reinstatement of a license on the grounds that the applicant does not have good character or that the applicant knowingly misrepresented any qualifications to obtain a license pursuant to Section 21B-15 of the Code is ineligible to apply for any educator license or endorsement on any currently held license for a period of up to five calendar years from the date of the denial as determined by the review committee. If an application is submitted during the period of ineligibility, the application shall be denied and the application fee will not be refunded.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.485 Licensure of Persons with Prior Certificate or License Sanctions

A previous denial of licensure or another action against an individual's license may indicate that issuance, renewal, reinstatement, or registration of a license would also currently be inappropriate. Accordingly, each applicant for the issuance, renewal, reinstatement, or registration of an Illinois professional educator license, an educator license with stipulations, or substitute teaching license or for the addition of another credential (e.g., endorsement, approval, or designation), including any credential issued under Subpart G, shall be required to indicate on the relevant form whether the applicant has ever had a professional license of any kind or teaching certificate or license denied, suspended, or revoked in Illinois or any other state, country or jurisdiction.

- a) Each individual providing an affirmative response to this question shall be required to submit a copy of the notice issued by the responsible agency in the state where the action occurred that includes:
 - 1) the date of the action;
 - 2) the reasons for the action;
 - 3) any penalties that were imposed;
 - 4) the ending date of each penalty, if applicable; and
 - 5) if requested by the State Superintendent, a personal statement and character references pursuant to Sections 25.480(a) and (b).
- b) Subject to subsection (c) or (d), the State Superintendent shall review the information submitted pursuant to subsection (a) and shall determine whether issuance, renewal, reinstatement, or registration of a license or issuance of one or more additional credentials, as applicable, is appropriate in light of the circumstances surrounding the previous denial or suspension (including the applicant's age and the background of the applicant at the time of the action), any penalty that was imposed, and any evidence the applicant has provided concerning the applicant's good character that may mitigate the defect in the record. (Also see Sections 25.480 (a) and (b).)
- c) The State Superintendent may review any other license held by the applicant to determine if, based on the severity of the actions that led to the prior license denial, suspension, or revocation, the revocation or suspension of any additional license issued by the State Board is warranted.

- d) An application shall not be evaluated from an individual whose previous denial occurred five or fewer years from the date of application.
- e) An application from an individual whose educator license is revoked at the time of application either in Illinois or another state shall not be considered except that the provisions of this subsection shall not apply to any individual who voluntarily surrendered a license pursuant to Section 21B-45 of the Code, or similar provision in another state, provided that the voluntary surrender was unrelated to misconduct.
- f) Submission of the application following the time period specified in subsection (e) is not a guarantee that the application will be approved and a license, endorsement, approval, or designation issued. An individual may appeal the decision to deny the application in accordance with procedures set forth in the Illinois Administrative Procedure Act [5 ILCS 100/Art. 10].
- g) An individual shall not be entitled to a refund of the application fee in the event that the application is subsequently denied.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.486 Licensure of Persons Who Are Delinquent in the Payment of Child Support

Pursuant to Section 10-65 of the Illinois Administrative Procedure Act [5 ILCS 100/10-65], each State agency must require an applicant for a license to affirm on the application form, under penalty of perjury, that he or she is not more than 30 days delinquent in complying with a child support order. Accordingly, each applicant for the issuance, renewal, reinstatement or registration of an Illinois professional educator license, an educator license with stipulations or substitute teaching license or for the addition of another credential (e.g., endorsement, approval, designation), including any credential issued under Subpart G, shall be required to make this affirmation on the relevant form.

- a) Each individual who fails to provide the affirmation required pursuant to this Section shall be ineligible to receive, register, reinstate or renew a license or to receive an additional credential until he or she provides to the State Superintendent of Education a statement from the Illinois Department of Healthcare and Family Services, issued on that agency's letterhead, indicating the status of the current child support arrangements.
- b) The State Superintendent shall review the documentation provided by the applicant and determine whether issuance, renewal, reinstatement or registration of a license or issuance of one or more additional credentials, as applicable, is appropriate based on whether the individual has remedied the delinquency and made satisfactory arrangements to meet future obligations.

(Source: Amended at 40 Ill. Reg. 4940, effective March 2, 2016)

Section 25.487 Licensure of Persons with Illinois Tax Noncompliance

Pursuant to Section 21B-75(c) of the School Code [105 ILCS 5/21B-75(c)], *the State Board may refuse to issue or may suspend the license of any person who fails to file a return or to pay the tax, penalty, or interest shown in a filed return or to pay any final assessment of tax, penalty, or interest, as required by any tax Act administered by the Illinois Department of Revenue, until such time as the requirements of any such tax Act are satisfied.* Accordingly, each applicant for the issuance, renewal, reinstatement or registration of an Illinois professional educator license, an educator license with stipulations or substitute teaching license or for the addition of another credential (e.g., endorsement, approval, designation), including any credential issued under Subpart G of this Part, shall be required to indicate on the relevant form whether he or she has failed to comply with any of these requirements.

- a) Each individual providing an affirmative response to this question shall be ineligible to receive, register, reinstate or renew a license or to receive an additional credential until he or she provides to the State Superintendent of Education either:
 - 1) a tax clearance form issued by the Illinois Department of Revenue, indicating that the individual has remedied the failure; or
 - 2) a statement from the Illinois Department of Revenue, issued on that agency's letterhead, that includes an explanation of the matter, including the relevant tax year, the amount owed, and the status of any disputed amount.
- b) If an individual provides the tax clearance form referred to in subsection (a)(1), he or she shall be eligible for licensure, license registration, license renewal, license reinstatement or issuance of one or more additional credentials based on the tax matter at issue. If an individual provides a statement under subsection (a)(2), the State Superintendent shall review the documentation provided and determine whether issuance, renewal, reinstatement or registration of a license or issuance of one or more additional credentials, as applicable, is appropriate based on whether the individual has made arrangements to remedy the failure that are satisfactory to the Department of Revenue.

(Source: Amended at 40 Ill. Reg. 4940, effective March 2, 2016)

Section 25.488 Licensure of Persons Named in Reports of Child Abuse or Neglect

Pursuant to Section 21B-75(b) of the Code, the State Superintendent, in consultation with SEPLB, may initiate the suspension or revocation of a license, endorsement, or approval for abuse or neglect of a child. Accordingly, each applicant for the issuance, registration, reinstatement, or renewal of an Illinois professional educator license, an educator license with stipulations, or substitute teaching license or for the addition of another credential (e.g., endorsement, approval, or designation), including any credential issued under Subpart G, shall be required to indicate on the relevant form whether that applicant has ever received an indicated finding of neglect or abuse from a state agency responsible for child welfare in Illinois or any other state if the indicated finding in the report was not reversed on appeal.

- a) Each individual providing an affirmative response to this question shall be ineligible to receive, register, reinstate, or renew a license or to receive an additional credential until the individual provides to the State Superintendent of Education:
 - 1) an official copy of the report, including the child's age and sex, the report number assigned by the Department of Children and Family Services or comparable out-of-state agency, the date of the report, and the status of the report ("indicated", "unfounded", or other) with supporting documentation for the determination;
 - 2) a personal statement that meets the requirements outlined in Section 25.480(a) that includes a detailed explanation of the individual's relationship to the child;
 - 3) character references that meet the requirements outlined in Section 25.480(b), in which the authors clearly indicate that they have knowledge that the applicant has been found to be a perpetrator of child abuse or neglect but can also attest to the individual's good character, as defined in Section 21B-15 of the Code, and rehabilitation; and
 - 4) an explanation of the status of any request to expunge, amend, or remove the report from the responsible state agency's records.
- b) The State Superintendent shall review the documentation provided by the applicant pursuant to subsection (a) and determine whether issuance, renewal, reinstatement, or registration of a license or issuance of one or more additional credentials, as applicable, is appropriate based on whether the evidence of good character, as defined in Section 21B-15 of the Code, and rehabilitation provided is convincing when taken together with the gravity of the offense, the individual's

age and background at the time of the offense, and any criminal penalty that was imposed.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.489 Licensure of Persons Who Are in Default on Student Loans (Repealed)

(Source: Repealed at 43 Ill. Reg. 14806, effective December 4, 2019)

Section 25.490 Licensure of Persons Who Have Been Convicted of a Crime

Convictions related to certain offenses, other than those listed in Section 21B-80(c) of the Code that result in automatic revocation or denial of licensure, may lead to denial of licensure if they demonstrate that the applicant is not of good character, as required by Section 21B-15 of the Code. Accordingly, each applicant for the issuance, registration, reinstatement, or renewal of an Illinois professional educator license, educator license with stipulations, or substitute teaching license or for the addition of another credential (e.g., endorsement, approval, or designation), including any credential issued under Subpart G, shall be required to indicate on the relevant form whether the applicant has ever been convicted of, or is subject to pending criminal charges for, a felony or any sex, narcotics, or drug offense (whether felony or misdemeanor) in Illinois or any other state.

- a) Each individual providing an affirmative response to this question shall be ineligible to receive, register, reinstate, or renew a license or to receive an additional credential if the offense was one of those enumerated in Section 21B-80(c) of the Code or, if the offense was not one of those enumerated, until he or she provides to the State Superintendent of Education:
 - 1) a certified court record of the conviction, to include sentencing information;
 - 2) evidence that the sentence for the criminal offense has ended, when "sentence" includes any period of supervision or probation that was imposed either alone or in combination with a period of incarceration or, for criminal offenses enumerated in Section 21B-80(b) of the Code, evidence that at least seven years have elapsed;
 - 3) a personal statement that meets the requirements outlined in Section 25.480(a); and
 - 4) character references that meet the requirements outlined in Section 25.480(b), in which the authors clearly indicate that they have knowledge of the conviction but can also attest to the individual's good character, as defined in Section 21B-15 of the Code, and rehabilitation.
- b) The State Superintendent shall review the information submitted pursuant to subsection (a) and determine whether licensure, license registration, license renewal, license reinstatement or issuance of one or more additional credentials, as applicable, is appropriate, based on whether the offense was one of those enumerated in Section 21B-80 of the Code, except for subsection (c) of that Section, and, if not, whether the evidence of good character, as defined in Section

21B-15 of the Code, and rehabilitation provided is convincing when taken together with the gravity of the offense, the individual's age and background at the time of the offense, and any criminal penalty that was imposed.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.491 Licensure of Persons with Unsatisfactory Performance Evaluation Ratings

The State Superintendent may initiate an action under 23 Ill. Adm. Code 475 (Contested Cases and Other Formal Hearings) for revocation, suspension or required professional development against a license based on incompetency. *Incompetency shall include, without limitation, two or more school terms of service for which the licensee has received an unsatisfactory rating on a performance evaluation conducted pursuant to Article 24A of the School Code [105 ILCS 5/Art. 24A] within a period of seven school terms of service. [105 ILCS 5/21B-75]* A rating of unsatisfactory received following a period of remediation under Section 24A-5 of the School Code shall not count as a "performance evaluation rating" for the purposes of this Section.

- a) Each applicant for the issuance, registration, reinstatement or renewal of an Illinois professional educator license issued pursuant to Article 21B of the School Code or for the addition of another credential (e.g., endorsement, approval, designation), including any credential issued under Subpart G of this Part, shall be required to indicate on the relevant form whether he or she has received two unsatisfactory performance evaluation ratings within seven school terms of service. Each applicant providing an affirmative response to this question shall be ineligible to receive, register, reinstate or renew a license or to receive an additional credential until he or she provides to the State Superintendent of Education a statement or documentation responding to each of the items listed in this subsection (a):
 - 1) if known by the applicant, the date upon which the evaluator who provided the unsatisfactory performance evaluation rating successfully completed the prequalification process required under Section 24A-3 of the School Code [105 ILCS 5/24A-3], and any retraining, as applicable;
 - 2) a copy of each remediation plan resulting from the unsatisfactory performance evaluation rating developed for the applicant;
 - 3) an indication of whether the applicant successfully completed each remediation plan (i.e., received a subsequent performance evaluation rating of "proficient" or better);
 - 4) the assignments the applicant held at the time each unsatisfactory performance evaluation rating was received; and
 - 5) the date on which the applicant first began teaching, or in the case of an administrator, the date on which the applicant began his or her first assignment as an administrator, provided that the assignment subjects the

applicant to a performance evaluation conducted under Article 24A of the School Code.

- b) If the State Superintendent becomes aware of a licensee's having received two unsatisfactory ratings at any time, the State Superintendent shall request from the educator the information required under subsection (a). The educator shall submit the information no later than three weeks after receiving the State Superintendent's request.
- c) The State Superintendent shall consider the factors outlined in Section 21B-75(b) when *determining whether to initiate action against one or more licenses based on incompetency and the recommended sanction for any action* (Section 21B-75(b) of the School Code).

(Source: Amended at 40 Ill. Reg. 4940, effective March 2, 2016)

Section 25.492 Licensure of Persons Adjudicated or Found to Have Committed an Act of Sexual Misconduct

Pursuant to Section 21B-75(b) of the Code, the State Superintendent, in consultation with SEPLB, may initiate the suspension or revocation of a license, endorsement, or approval for an act of sexual misconduct, as defined in Section 22-85.5 of the Code. Accordingly, each applicant for the issuance, registration, reinstatement, or renewal of an Illinois professional educator license, an educator license with stipulations, or substitute teaching license or for the addition of another credential (e.g., endorsement, approval, designation), including any credential issued under Subpart G, shall be required to indicate on the relevant form whether that applicant has ever been notified that the applicant has been adjudicated or found to have committed an act of sexual misconduct, as defined in Section 22-85.5 of the Code, by an employer or a state agency responsible for educator misconduct in Illinois or any other state if the finding was not reversed.

- a) Each individual providing an affirmative response to this question shall be ineligible to receive, register, reinstate, or renew a license or to receive an additional credential until the individual provides to the State Superintendent of Education:
 - 1) an official and final copy of the notice of adjudication or finding of an act of sexual misconduct, any discipline document (including termination document) and the justification for such discipline, or resignation agreement, to the extent such records exist;
 - 2) a personal statement that meets the requirements outlined in Section 25.480(a) that includes a detailed explanation of the individual's relationship to the child;
 - 3) character references that meet the requirements outlined in Section 25.480(b), in which the authors clearly indicate that they have knowledge that the applicant has been found to be a perpetrator of sexual misconduct but can also attest to the individual's good character, as defined in Section 21B-15 of the Code, and rehabilitation; and
 - 4) an explanation of the status of any request to amend or remove the finding.
- b) The State Superintendent shall review the documentation provided by the applicant pursuant to subsection (a) and determine whether issuance, renewal, reinstatement, or registration of a license or issuance of one or more additional credentials, as applicable, is appropriate based on whether the evidence of good character, as defined in Section 21B-15 of the Code, and rehabilitation provided is

convincing when taken together with the gravity of the offense, the individual's age and background at the time of the offense, and any criminal penalty that was imposed.

(Source: Added at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.493 Part-Time Teaching Interns (Repealed)

(Source: Repealed at 34 Ill. Reg. 1582, effective January 12, 2010)

Section 25.495 Approval of Out-of-State Institutions and Programs (Repealed)

(Source: Repealed at 28 Ill. Reg. 8556, effective June 1, 2004)

Section 25.497 Supervisory Endorsements

A professional educator license endorsed for any of the areas listed in Section 25.43(a) or school support personnel may be endorsed for supervision, provided that the licensee completes eight semester hours of graduate professional education, which shall include at least one course that relates primarily and explicitly to the supervision of personnel and one course that relates primarily and explicitly to the administration and organization of schools. A supervisory endorsement affixed to a professional educator license shall be identified by subject area, to reflect the individual's major area of specialization.

(Source: Amended at 38 Ill. Reg. 21788, effective November 3, 2014)

SUBPART G: PARAPROFESSIONALS; OTHER PERSONNEL

Section 25.510 Endorsement for Paraprofessional Educators

- a) The term "paraprofessional" educator shall be used to refer to the non-certificated personnel authorized by Sections 10-22.34 and 34-18 of the Code to be employed to assist in instruction and who are required under Section 21B-20(2)(J) of the Code to hold an educator license with stipulations endorsed for paraprofessional educator, except that the following individuals are not subject to this Section:
 - 1) Any individual whose paraprofessional approval was continued after June 30, 2013, subject to any limitations of that approval;
 - 2) Any individual who holds an educator license indicative of completion of at least a bachelor's degree;
 - 3) Any individual who holds an educator license with stipulations endorsed for career and technical educator (see Section 25.70); and
 - 4) Any individual who holds a short-term substitute teaching license (see Section 25.525).
- b) Each paraprofessional educator shall be of good character, as defined in Section 21B-15 of the Code. Each paraprofessional educator shall be subject to that portion of Section 24-5 of the Code that requires physical fitness to perform duties assigned and freedom from communicable disease. A paraprofessional educator is subject to any additional health examinations including screening for tuberculosis, as required by the administrative rules adopted by the Department of Public Health or by order of a local public health official. To receive an educator license with stipulations endorsed for paraprofessional educator, an individual shall:
 - 1) present evidence of having completed a minimum of 60 semester hours of college credit at a regionally accredited institution of higher education, which shall not include any remedial or developmental coursework that the applicant has taken;
 - 2) hold an associate degree from a regionally accredited institution of higher education;

- 3) hold a high school diploma or its recognized equivalent and pass the ParaPro test offered by the Educational Testing Service (ETS) with at least the score identified by the State Board in consultation with SEPLB; or
 - 4) hold a high school diploma or its recognized equivalent and pass the WorkKeys[®] assessment offered by ACT with at least the score identified by the State Board in consultation with SEPLB.
- c) Revocation or Suspension of Approval or Licensure or other Permissible Sanction
- 1) Revocation, suspension, or other permissible sanction may be initiated by the State Superintendent with respect to a paraprofessional approval or an educator license with stipulations endorsed for paraprofessional educator for any of the bases set forth in Section 21B-75(b) of the Code and any of these actions shall be governed by, and conducted in accordance with, 23 Ill. Adm. Code 475 (Contested Cases and Other Formal Hearings).
 - 2) When the State Superintendent receives information indicating that an individual who holds approval as a paraprofessional or an educator license with stipulations endorsed for paraprofessional educator has been convicted of any offense as defined in Section 21B-80 of the Code, the State Superintendent shall forthwith revoke the individual's approval or license. The State Superintendent's decision shall be considered an "administrative decision" for purposes of the Administrative Review Law.
 - 3) In accordance with Section 21B-20(2)(J) of the Code, the educator license with stipulations endorsed for paraprofessional is valid until June 30 immediately following five fiscal years after the license was issued and may be renewed upon application and payment of the fee required by Section 21B-40 of the Code to register the license.
- d) An individual must be at least 18 years of age to use the Educator License with Stipulations in grades prekindergarten through grade 8 and an individual must be at least 19 years of age to use the license in all grades.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.520 Substitute Teaching License

- a) A substitute teaching license may be issued to an applicant who has met the requirements of Section 21B-20(3) of the Code.
- b) A substitute teaching license is valid until June 30 immediately following five years after the license was issued and may be renewed upon application and payment of the fee required under Section 21B-40 of the Code to register the license.
- c) *There is no limit on the number of days a substitute teacher may teach in a single school district or facility operating under 23 Ill. Adm. Code 401, provided that no substitute teacher without a PEL or educator license with stipulations may teach for longer than 120 days beginning with the 2021-2022 school year through the 2022-2023 school year, otherwise 90 school days for any one licensed teacher under contract in the same school year. A substitute teacher who holds a PEL or educator license with stipulations shall not teach for more than 120 school days for any one licensed teacher under contract in the same school year. The limitations in this subsection (c) on the number of days a substitute teacher may be employed do not apply to any school district organized under Article 34 of the School Code. (Section 21B-20(3) of the Code)*

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.525 Short-Term Substitute Teaching License

- a) Until June 30, 2028, applicants may apply to the State Board of Education for issuance of a Short-Term Substitute Teaching License (see Section 21B-20(4) of the Code.)
- b) A short-term substitute teaching license is valid for five years.
- c) Prior to utilizing the short-term substitute teaching license, individuals shall complete the training required by Section 10-20.67 of the Code.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.530 Specialized Instruction by Noncertificated Personnel (Repealed)

(Source: Repealed at 34 Ill. Reg. 1582, effective January 12, 2010)

Section 25.540 Approved Teacher Aide Programs (Repealed)

(Source: Repealed at 34 Ill. Reg. 1582, effective January 12, 2010)

Section 25.550 Approval of Educational Interpreters

Each educational interpreter who serves students with hearing loss in the public schools shall be of good character, as defined in Section 21B-15 of the Code. Each educational interpreter shall be subject to that portion of Section 24-5 of the Code that requires physical fitness and freedom from tuberculosis as may be required by Illinois Department of Public Health rules (77 Ill. Adm. Code 696; Control of Tuberculosis Code). Each educational interpreter shall hold a statement of approval or endorsement from the State Superintendent of Education, which shall be identified as valid either for sign language interpreting or oral transliteration. Each individual who is required to hold a statement of approval or endorsement shall submit an application to the State Superintendent, along with the fee required under Section 21B-40 of the Code for those applicants who hold a PEL and evidence that the individual meets the requirements applicable to the type of approval sought.

a) Approval Criteria

- 1) Each applicant for approval as an educational interpreter either for sign language interpreter or oral transliteration shall meet one of the following criteria:
 - A) have completed 60 semester hours of college credit from one or more regionally accredited institutions of higher education;
 - B) hold an associate's degree issued by a regionally accredited institution of higher education;
 - C) hold a high school diploma or its recognized equivalent and have achieved the score identified as passing by the State Board on one of the examinations for paraprofessionals discussed in Section 25.510(b);
 - D) hold a high school diploma or its recognized equivalent and have passed the written examination administered by the Registry of Interpreters for the Deaf (RID);
 - E) hold a high school diploma and have passed the Board for Evaluation of Interpreters Test of English Proficiency; or
 - F) hold a high school diploma and have achieved a level 2 or above on the Interpreter Skills Assessment Screening.
- 2) Each applicant for approval as a sign language interpreter also shall have:

- A) attained a rating of Level 3.5 or above on the Educational Interpreter Performance Assessment (EIPA);
 - B) maintained a valid certification from the RID; or
 - C) maintained a valid Board for Evaluation of Interpreters (BEI) Basic Certification or higher issued by a state that is a licensed user of the BEI system.
- 3) Each applicant for approval for oral transliteration also shall have attained Transliteration Skills Certification at Level 3 or above.
- 4) If the applicant is unable to provide evidence of meeting one of the criteria set forth in subsection (a)(2), a one-time, interim approval shall be granted if each of the following conditions are met. The interim approval is valid until June 30 following two years of the approval being issued. The provisions of this subsection (a)(4) shall not apply to individuals who held initial approval issued prior to June 30, 2013.
 - A) The applicant provides evidence of meeting one of the criteria listed in subsection (a)(1).
 - B) The applicant has attained a rating of at least Level 3.0 on the EIPA.
- b) **Validity; Renewal**

Approval shall be valid for five fiscal years, subject to the provisions of Section 21B-20 of the Code, and shall be renewable upon presentation of evidence that, during the five-year period of the approval's validity, the individual has completed 50 clock hours of professional development activities (see Section 25.800). Sign language interpreter approvals shall be renewed between April 1 and June 30 of each renewal cycle. If the approval is not renewed during this time period it will expire and any required professional development must be completed prior to a new approval being issued.
- c) **Revocation or Suspension of Approval or other Permissible Sanction**

The provisions of Section 25.510(c) shall apply to the revocation or suspension of approval or other permissible sanction for educational interpreters.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.560 Approval of Interveners for Students Who Are Deaf-Blind

Each intervener who serves students with deaf-blindness in the public schools shall be of good character, as defined in Section 21B-15 of the Code. Each intervener shall be subject to that portion of Section 24-5 of the Code that requires physical fitness and freedom from tuberculosis as may be required by Illinois Department of Public Health rules (77 Ill. Adm. Code 696; Control of Tuberculosis Code). Each intervener shall hold a statement of approval from the State Superintendent, which shall be identified as a valid intervener. Each individual who is required to hold a statement of approval shall submit an application to the State Superintendent, accompanied by the fee required by Section 21B-40 of the Code and evidence that the individual meets the requirements applicable to the type of approval sought.

a) Approval Criteria

- 1) Each applicant for approval as an intervener shall:
 - A) have completed 60 semester hours of college credit from one or more regionally accredited institutions of higher education;
 - B) hold an associate's degree issued by a regionally accredited institution of higher education; or
 - C) hold a high school diploma or its recognized equivalent and have achieved the score identified as passing by the State Board of Education on one of the examinations for paraprofessionals discussed in Section 25.510(b).
- 2) Each applicant for intervener shall also demonstrate nationally recognized intervener knowledge and skills competencies by holding a National Intervener Credential/Certificate.

b) Validity; Renewal

Approval shall be valid for five fiscal years, subject to the provisions of Section 21B-20 of the Code, and shall be renewable upon presentation of evidence that, during the five-year period of the approval's validity, the individual has completed 50 professional development hours. The approval shall be renewed between April 1 and June 30 of each renewal cycle. If the approval is not renewed during this time period, it will expire and any required professional development must be completed prior to a new approval being issued.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

SUBPART H: CLINICAL EXPERIENCES

Section 25.610 Definitions

"Clinical Experiences" means that part of the professional preparation program enabling candidates preparing for licensure to acquire practical experience along with theoretical knowledge prior to entering into the full responsibilities of the role for which they are seeking licensure. These practical and structured experiences include pre-student teaching field experiences and student teaching and insure gradual and sequential introduction to, and eventual assumption of, the full range of experiences associated with a role for which a PEL is required. At appropriate times the candidate shall demonstrate mastery of skills and techniques necessary for effective performance as a beginning practitioner and to enable evaluation by qualified personnel. The sequence of experiences brings the candidate into contact with a variety of populations and educational situations, including public school settings, encountered by practitioners.

"Clinical Practice" means student teaching or internships that provide candidates with an intensive and extensive culminating activity. Candidates are immersed in the learning community and are provided opportunities to develop and demonstrate competence in the professional roles for which they are preparing.

"Code" means the Illinois School Code [105 ILCS 5].

"College Supervisor" means a person employed by the institution of higher education to supervise candidates engaged in clinical experiences.

"Cooperating Teacher" means a person employed by a school district directly engaged in teaching students in a school and who is immediately responsible for a student engaged in clinical experiences.

"Directed Observation" means a clinical experience involving observation of practitioners working under the direction of representatives of schools or educator preparation institutions. This experience is planned, guided, and evaluated by a mentor or supervisor and can occur in a variety of educational settings and situations.

"Dispositions" means professional attitudes, values, and beliefs demonstrated through both verbal and nonverbal behaviors as educators interact with students, families, colleagues, and communities.

"Field Experiences" means a variety of early and ongoing field-based opportunities in which candidates may observe, assist, tutor, instruct, or conduct research. Field experiences may occur in off-campus settings such as schools, community centers, or homeless shelters.

"Intern Supervisor" means a person employed by a school district directly engaged in school support personnel work in a school building and who is immediately responsible for a school support personnel intern.

"Internship" means a sustained, continuous, structured, and supervised experience lasting for a substantial period of time in which the candidate engages in performance of various aspects of the role and is gradually introduced to the full range of responsibilities associated with the role. Internships take place in all types of situations and settings. The use of internship is usually restricted to school support personnel and administrative programs.

"Practicum" means a type of clinical experience characterized by intensive work with students, in a group or one on one, which is carefully designed as part of an approved program; is supervised by a designated representative of the institution offering the program; and provides evidence that the candidate for the endorsement is able to apply the knowledge and skills relevant to that endorsement area.

"Student Teaching" means a form of internship required for approval of educator preparation programs calling for close and competent supervision. It entails preparation for full responsibility in an instructional setting. In the course of the experience, the candidate shall demonstrate mastery of skills and techniques including, but not limited to, planning, organization, evaluation, parent relations, and competence in subject matter areas. The experience is carried out under diligent and systematic supervision by college and local school personnel.

"Supervised Participation" means a wide range of experiences in which the candidate assists or engages in purposeful interaction with students and school personnel under the guidance and evaluation of qualified personnel. These experiences are carried out under continuous supervision by appropriate personnel who can appropriately modify the candidate's behavior.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.620 Student Teaching

- a) The SEPLB recognizes and accepts student teaching only when it is earned during the candidate's final year of an educator preparation program and conducted in a public school, a nonpublic school recognized or seeking recognition pursuant to 23 Ill. Adm. Code 425 (Voluntary Registration and Recognition of Nonpublic Schools), a community-based early childhood education setting, or an out-of-state or international school.
- b) Student teaching shall be structured as part of comprehensive field experiences and clinical practice, as a supervised part of a teacher preparation program approved pursuant to Subpart C, and in accordance with the standards referred to in Section 25.115(d).
- c) Student teaching shall be completed within the grade range and in the area of specialization appropriate to the endorsement sought on the PEL. For an early childhood education endorsement, an individual may satisfy the student teaching requirement of an ECE preparation program through placement in a setting with children from birth through grade 2. (See Section 21B-20(1) of the Code.) Additional student teaching may occur in areas for which the candidate meets the relevant requirements related to staff qualifications in 23 Ill. Adm. Code 1.
- d) Student teaching must be done under the active supervision of a cooperating teacher who is licensed and qualified to teach in the area, has three years of teaching experience, has received a proficient or above performance rating in the most recent evaluation, and is directly engaged in teaching subject matter or conducting learning activities in the area of student teaching. The requirements of this subsection (d) do not apply in cases in which the student teacher:
 - 1) is serving on an educator license with stipulations endorsed for transitional bilingual educator;
 - 2) is working in a school that is not legally required to employ teachers with licensure and either has two years of teaching experience at that school or presents to the employer the evidence described in Section 25.25(b) documenting that the student teacher has two years of teaching experience in one or more other schools in which the chief administrator is required to hold a PEL endorsed for either general administrative or principal and the majority of teachers are required to hold a PEL endorsed for the grade levels and in the content area in which they are employed;
 - 3) holds a substitute teaching license and is not subject to the limitations of

Section 21B-20(3) of the Code; or

- 4) is completing student teaching in a community-based early childhood education setting, charter school, or non-public school and the cooperating teacher holds a Gateways Level 5 credential.
- e) In order for a recognized Illinois teacher education institution to award credit for student teaching, the following requirements must be met.
- 1) The student teacher must be enrolled in a student teaching course at the institution.
 - 2) The school district or nonpublic school and the institution of higher education shall jointly agree to the student teaching placement and the responsibilities of each person to be involved.
 - 3) The school district or nonpublic school shall ensure the requirements of Section 2-3.25o, 10-21.9, or 34-18.5 of the Code, as applicable to the school district or nonpublic school, have been met.
- f) Student teachers may be compensated for their services.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.630 Pay for Student Teaching (Repealed)

(Source: Repealed at 26 Ill. Reg. 11867, effective July 19, 2002)

SUBPART I: ILLINOIS LICENSURE TESTING SYSTEM

Section 25.705 Purpose – Severability

- a) This Subpart establishes procedures and requirements for the Illinois Licensure Testing System, as required by Section 21B-30 of the Code.
- b) If any provision of this Subpart or application of that provision to any person or circumstance is held invalid, its invalidity shall not affect other provisions or applications of this Subpart that can be given effect without the invalid provision or application, and to this end the provisions of this Subpart are declared to be severable.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.710 Definitions

For the purposes of this Subpart, the following definitions apply:

"Code" means the Illinois School Code [105 ILCS 5].

"Passing Raw Score " is the minimum number of multiple-choice items that must be answered correctly on a given test or the combination of required correct responses to multiple choice items and required numerical value of constructed responses.

"Passing Score" is the minimum scaled score a person must obtain in order to pass a test.

"Re-scoring" means the process of reviewing an examinee's answers and the scores assigned to them to confirm that a test score reported to an examinee is the score earned by the examinee.

"Retake" is the opportunity for a person who has taken a test of the Illinois Licensure Testing System at one test administration to take the test in the same area as given at subsequent administrations.

"Scaled Score" is the person's test score after the mathematical transformation of the number of test items the person answered correctly to a scale of numbers on which the minimum score, the maximum score, and the passing score are set. For the content-area tests and tests of language proficiency, the minimum scaled score is 100, the maximum score 300, and the passing score 240. For any new content-area test first administered after December 31, 2002, the minimum scaled score is 100, the maximum score 300, and the passing score 240.

"Subarea Score" is the scaled score for the subset of test items on a content-area test that measures specific content.

"Test" or "Tests" refers to the Test of English as a Foreign Language (TOEFL), the Common European Framework of Reference for Languages (CEFR), the language proficiency tests, the content-area tests, and the teacher performance assessment for the Illinois Licensure Testing System (ILTS). In the event that an ILTS test is not offered, the State Board, in consultation with SEPLB, may identify alternative tests to be used.

The Illinois Licensure Testing System shall consist of the following tests:

SUBTITLE A

SUBCHAPTER b

Agricultural Education
Business, Marketing, and Computer Education
Chief School Business Official
Computer Science
Dance
Director of Special Education
Drama/Theatre Arts
Early Childhood Education
Early Childhood Special Education
edTPA (required beginning September 1, 2015)
Elementary Education (1-6) (February 2016)
 Language and Literacy
 Mathematics
 Science and Social Science
 Fine Arts, Physical Development and Health
Elementary Mathematics Specialist (February 2025)
English Language Arts
English Language Proficiency
Family and Consumer Sciences
World Languages
 Arabic
 Chinese (Cantonese or Mandarin)
 French
 German
 Hebrew
 Italian
 Japanese
 Korean
 Latin
 Russian
 Spanish
Gifted Education Teacher (beginning September 2014)
Health Education
Health Careers
Learning Behavior Specialist I
Learning Behavior Specialist II/Behavior Intervention Specialist
Learning Behavior Specialist II/Bilingual Special Education Specialist
Learning Behavior Specialist II/Curriculum Adaptation Specialist
Learning Behavior Specialist II/Deaf/Blind Specialist
Learning Behavior Specialist II/Multiple Disabilities Specialist
Learning Behavior Specialist II/Technology Specialist
Learning Behavior Specialist II/Transition Specialist

SUBTITLE A

SUBCHAPTER b

Library Information Specialist
Mathematics
General Middle Grades (5-8) (February 2017)
Middle Grades (5-8) Language Arts (February 2017)
Middle Grades (5-8) Mathematics (February 2017)
Middle Grades (5-8) Social Science (February 2017)
Middle Grades (5-8) Science (February 2017)
Music
Physical Education
Principal (beginning May 1, 2013)
Reading Teacher
Reading Specialist
School Counselor
School Nurse
School Psychologist
School Social Worker
Sciences
 Biology
 Chemistry
 Earth and Space Science
 Environmental Science
 Physics
Social Sciences
 Economics
 Geography
 History
 Political Science
 Psychology
 Sociology and Anthropology
Special Education General Curriculum
Speech-Language Pathologist
Superintendent
Teacher of Students who are Blind or Visually Impaired
Teachers of Students who are Deaf or Hard of Hearing
Technology Education
Technology Specialist
Transitional Bilingual Education – Language Proficiency
 Arabic
 Assyrian
 Bosnian
 Bulgarian
 Burmese

Cantonese
Chin (Haka)
Ewe
Filipino
French
Greek
Gujarati
Hindi
Japanese
Kaniobal (Q'anjob'al)
Karen (S'gaw)
Kirundi (Rundi)
Korean
Lao
Lithuanian
Malay
Malayalam
Mandarin
Mongolian
Nepali
Polish
Portuguese
Rohingya (Ruwainggya)
Russian
Serbian
Somali
Spanish
Swahili
Tamil
Telegu (Telugu)
Ukrainian
Urdu
Vietnamese
Yoruba
Visual Arts

"Test Items" are specific questions asked on a test that require a person either to select the correct response from those alternative responses provided or to produce a written or oral response.

"Test Objective" is a statement of the behavior or performance measured by test items.

"Unauthorized Aids" are materials and devices that candidates are prohibited from bringing to a test administration. These include notes, calculators, calculator watches, calculator manuals, cellular phones, electronic communication devices, visual or audio recording or listening devices, and any other items whose use may compromise the security or validity of a test. However, any material or device that is permitted as part of an accommodation arranged pursuant to Section 25.740 shall not be considered an unauthorized aid. Furthermore, a calculator shall not be considered an unauthorized aid when its use is authorized pursuant to the current ILTS registration bulletin and the contractor's web site.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.715 Test Validation

The State Board of Education will validate all tests as part of the Illinois Licensure Testing System, using reviews of test objectives and test items by committees of Illinois educators and a survey of Illinois educators to determine the relationships of these objectives to the knowledge required by entry-level Illinois educators in order to perform their jobs. All validation procedures will conform to the accepted professional standards promulgated by the National Council on Measurement in Education, the American Educational Research Association, and the American Psychological Association, as presented in the "Standards for Educational and Psychological Testing" (2014) published by the American Educational Research Association, 1430 K Street, N.W., Suite 1200, Washington, D.C. 20005. No later amendments to or editions of these standards are incorporated.

(Source: Amended at 39 Ill. Reg. 13722, effective October 5, 2015)

Section 25.717 Test Equivalence

- a) The State Board of Education will implement the following procedures to maintain uniformity in the difficulty level of each language proficiency test and each content-area test from test-to-test and from year-to-year. These procedures will conform to the accepted professional standards for test score comparability and equating promulgated by the National Council on Measurement in Education, the American Educational Research Association, and the American Psychological Association as presented in the "Standards for Educational and Psychological Testing" (2014) published by the American Educational Research Association, 1430 K Street, N.W., Suite 1200, Washington, D.C. 20005. No later amendments to these standards are incorporated by this subsection.
- b) To achieve uniformity of test form difficulty, all test content advisory committees (see Section 25.715) shall be given identical orientation and training sessions throughout each step in test development and in standard setting. As a further measure to maintain test equivalence, when a new test form is produced, new items shall be matched to the items they are replacing in terms of average item difficulty statistics. Following the administration of a new test form, test scores for new test forms shall be made comparable in difficulty with the test scores on the previous test form by statistical test equating. The method to be used is set forth in Appendix A.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.720 Applicability of Testing Requirement and Scores

- a) It is the individual's responsibility to take the appropriate tests. Upon request, the State Board of Education shall assist individuals in identifying appropriate tests.
- b) Content-Area Tests
 - 1) Each candidate seeking an Illinois professional educator license or endorsement on that license, whether a first license or endorsement or a subsequent license or endorsement, shall be required to pass a content-area test for each endorsement area for which there is an applicable test (see Section 21B-30(d) of the Code; also see Section 25.710). Further, Section 21B-30(d) of the Code requires passage of this test before a candidate begins student teaching or begins serving as a teacher of record in an alternative educator preparation program. A person who has passed another state's or country's content test as a condition of educator certification or licensure in that state or country or admission to a teacher preparation program approved by that state or country shall not be required to take the Illinois content test before receiving the license or endorsement. (See Section 21B-35 of the Code.)
 - 2) A person who has passed a test of language proficiency, authorized under Section 21B-30 of the Code, in order to qualify for an educator license with stipulations endorsed for transitional bilingual educator, and received that license shall not be required to retake that test in order to qualify for a bilingual education credential on another PEL received later. A person who has passed a test of language proficiency as a condition of admission to an Illinois preparation program also shall not be required to retake that test.
 - 3) If the Governor declares a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act, individuals may begin student teaching or enter alternative educator preparation programs prior to passing the required content test. If the Governor rescinds a disaster declaration, or allows it to expire without replacement, this subsection (c)(3) shall remain in effect through the end of the calendar year (December 31) or the end of the fiscal year (June 30), whichever is later.
 - 4) An individual who holds an Illinois State Seal of Biliteracy or who has obtained working fluency or higher on the Global Seal of Biliteracy shall

be exempt from the language proficiency test required for a bilingual education or world language endorsement in the same language.

- 5) Passing scores earned on content area tests shall not expire.
- c) Teacher Performance Assessment (edTPA)
- Until August 4, 2023 (the effective date of Public Act 103-488), and beginning again on September 1, 2025, each candidate or out-of-state applicant completing an educator preparation program in a teaching field shall be required to pass the edTPA. The edTPA is a performance-based assessment designed to measure an educator's knowledge, skills, and preparedness.
- 1) Each recognized institution offering approved teacher preparation programs shall administer the edTPA during a candidate's student teaching experience.
 - 2) A person who has *successfully completed an evidence-based assessment of teacher effectiveness*, as required under this subsection (c), *at the time of initial certification or licensure in another state or country shall not be required to complete the edTPA.* (See Section 21B-35 of the Code.)
 - 3) In accordance with Section 21B-110 of the Code, the edTPA is waived *during any time in which the Governor has declared a public health emergency under Section 7 of the Illinois Emergency Management Agency Act* [20 ILCS 3305].
 - 4) Candidates *may not be required to submit edTPA test materials by video submission.* (See Section 21B-30(f) of the Code.)
- d) Subject to registration in accordance with the provisions of this Subpart I and the provisions of Section 25.755(g)(1), an individual who has taken a computer-based test may retake that test or specific subtest by computer after no fewer than 30 days.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.725 Applicability of Scores (Repealed)

(Source: Repealed at 29 Ill. Reg. 1212, effective January 4, 2005)

Section 25.728 Use of Test Results by Institutions of Higher Education

- a) Each institution shall use the content-area tests in the disciplines relevant to individuals' program completion as provided in Section 21B-30(d) of the Code.
- b) An institution shall have the option of requiring passage of the TPA before awarding credit for student teaching. (Also see Section 25.720 for the requirements that apply.)
- c) In using any test that forms part of the Illinois Licensure Testing System, institutions shall abide by all the rules governing the Testing System set forth in this Subpart, including, but not limited to, passing score, registration and fees; and shall make no requirement for the use or administration of this test beyond those set forth in this Subpart.
- d) Institutions shall be responsible for informing their students of all requirements related to taking the tests and for providing students with any pertinent testing information in a timely manner. Neither the State Board of Education nor its testing contractor shall assume responsibility for any candidate's inability to progress through or complete an approved program because of failure to take one or more licensure tests in a timely manner.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.730 Registration – Paper-and-Pencil Testing (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.731 Registration – Computer-Based Testing

Information about the tests and registration will be available from the State Board of Education, 100 North First Street, Springfield, Illinois 62777-0001, and at www.isbe.net.

- a) Registration shall be accomplished on line at the contractor's web site that is applicable to the time period of testing and shall be completed no later than 24 hours prior to test administration. An individual's registration must include the following:
 - 1) Registrant's name, mailing address, both daytime and evening telephone numbers, Social Security number, date of birth, and gender;
 - 2) Name and identification number of tests;
 - 3) An assurance that the registrant will abide by all the conditions of testing set forth in Section 25.750;
 - 4) An assurance that the registrant has not had and will not seek access to any secure test materials, either prior to or after the test date, and will not disclose any of the content of test materials to any individual for a period of 10 years after the date of the test administration; and
 - 5) An assurance that the facts and assurances presented are true to the best of the registrant's knowledge and that the registrant agrees to abide by the testing conditions.
- b) An individual may amend or cancel the registration by submitting the relevant information electronically no later than 24 hours prior to the scheduled testing time. Changes that may be made by an individual to the registration are:
 - 1) changing the test site or test date;
 - 2) adding a test or tests; and
 - 3) deleting a test or tests.
- c) No fees shall apply to changes in registration relative to testing.
- d) An individual who cancels a registration under this Section no later than 24 hours prior to the scheduled time of test administration will receive a partial refund. An individual who cancels a registration other than in strict accordance with this

Section, or who is absent from the test administration, will receive no refund or credit of any kind.

- e) An individual requesting special accommodations should register as soon as possible in order to be reasonably assured that the accommodations can be provided.
- f) The testing contractor may issue a fee credit to an individual who is absent from a test administration for which the individual was registered because of a medical emergency or death.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.732 Late Registration (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.733 Emergency Registration (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.735 Frequency and Location of Tests

- a) Each test will be offered during no fewer than three "testing windows" annually, and each examinee may register to take a test at any of the testing sites in the United States that are operated by the contractor chosen by the State Board. Testing sites and testing windows shall be on the web sites of the testing contractor.
- b) All test sites will be accessible to persons with disabilities.
- c) Information relative to the format of a particular test at any given time may be found on the ILTS website accessible at <https://www.il.nesinc.com/>.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.740 Accommodation of Persons with Special Needs

- a) Persons with special needs include those with visual, physical, or other disabilities who would not be able to take the required tests under standard conditions. Each request for an accommodation shall be submitted on a form specified by the State Superintendent and made available on the web site of the testing contractor. Detailed requirements for requesting accommodations may be found on the contractor's website.
- b) Each request for an accommodation must include a signed statement from a medical or human services professional licensed in this or any other state, such as, but not limited to, a physician, psychiatrist, or psychologist, describing the condition upon which an accommodation is being requested and specifying the exact nature of the needed accommodations. All requests and supporting documentation shall be uploaded electronically to the testing contractor's website. If required, requests may also be sent via mail. Additional documentation may be required per the requirements on the testing contractor's website. Requests for special accommodations will be honored if possible, subject to appropriate documentation provided by the examinee. An examinee needing accommodations is advised to register and submit a request well in advance of the applicable deadline in order to provide the greatest possible amount of time for the testing contractor to make the necessary arrangements. The testing contractor will notify each person requesting an accommodation as soon as the disposition of the request has been determined.
- c) Special test administration procedures may include, but will not be limited to:
 - 1) testing arrangements for visually impaired persons, such as:
 - A) a special examiner to read the test or execute the examinee's choice of answers;
 - B) permission to use magnifying devices; or
 - C) the use of a Braille version of the test;
 - 2) testing arrangements for hearing-impaired persons, such as:
 - A) providing written instructions for administering the tests; or
 - B) providing captioning for audio materials; and

- 3) other arrangements determined on a case-by-case basis, as warranted by the individual's needs and the availability of appropriate means for meeting them.
- d) Special test administration procedures for persons for whom English is not the first language shall be limited to the allotment of extra time.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.745 Special Test Dates (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.750 Conditions of Testing

All candidates shall abide by the rules of test participation and other terms, conditions, and policies stated on the contractor's web site. These include, but are not limited to, the conditions set forth in this Section.

- a) **Identification and Admission**
On the day of the test, each person shall present one piece of current, government-issued identification, issued in the name in which the examinee registered and bearing a photograph and the examinee's signature.
- b) **On-Site Verification of Identity**
 - 1) Each person taking a test shall be required to provide a digital fingerprint or palm print and a digital signature.
 - 2) Any person refusing to provide a thumbprint, other fingerprint, palm print, or signature in accordance with this subsection (b) shall be refused admission.
 - 3) Additional procedures that are designed to confirm examinees' identities or provide for test security, such as video recordings and repeated photographing of examinees, may be employed during test administration. Any person refusing to accede to these procedures shall be refused admission.
- c) **Late Arrival**
Persons arriving after their respective scheduled testing times will be refused admission.
- d) No refund of fees will be made to any person refused admission under subsection (a), (b), or (c).
- e) All persons admitted to a testing site shall abide by the instructions of the proctors administering the test in all matters relating to the test, including, but not limited to, seating arrangements and security measures. All persons shall authorize the proctors to serve as their agents in maintaining a secure test administration.
- f) Each person beginning a test shall take every section of that test. The score of a person not completing all sections of a test will be reported as set forth in Sections 25.765 and 25.775, unless the person cancels that score as provided in Section 25.755.

- g) No refunds will be made to any persons canceling their scores, nor will credit be given toward the fee for any future test.
- h) Examinees may perform intermediate work that is necessary to enable them to answer test questions.
- i) No person may:
 - 1) bring written notes into a testing site or use written notes during a test;
 - 2) make notes or copies of the contents of a test or remove any test materials from the testing site;
 - 3) bring into the testing site or use unauthorized aids (see Section 25.710);
 - 4) bring any personal item into a testing room or use any personal item during testing, unless permitted as part of an accommodation arranged pursuant to Section 25.740;
 - 5) communicate in any way with other examinees or any person other than the proctors during a test session;
 - 6) engage in behavior that disrupts or gives unfair advantage or disadvantage to other examinees;
 - 7) fail to sign the documents on which answers are to be recorded; or
 - 8) fail to follow the oral or written instructions or directions of the proctors dealing with the administration of the test.
- j) An individual who wishes to object to any of the testing conditions or procedures set forth in this Section shall notify the testing contractor in writing of the basis for this objection no later than six weeks prior to the test administration date.
 - 1) The testing contractor shall inform the registrant as to whether the objection will be honored.
 - 2) If an individual's objection is not honored, the testing contractor shall provide notice that the individual will not be registered for the test administration.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.755 Cancellation of Scores; Voiding of Scores

- a) A person shall have the right to cancel his/her test scores. A cancellation request must be submitted in writing and received by the State Superintendent of Education within seven calendar days after the date of the test. However, a person's right to cancel his or her scores shall be superseded by the right of the State Superintendent of Education to void scores when subsection (b) or (c) applies.
- b) A person's scores will be voided by the State Superintendent due to violation by the person of any of the conditions of testing enumerated in Section 25.750(g) and (k).
- c) The State Superintendent will also void any affected test score in situations such as, but not limited to, the following:
 - 1) any person taking the test violates any of the rules of test participation or terms, conditions, or policies stated in the current ILTS registration bulletin and website, having the purpose or effect of:
 - A) giving any person taking the test an unfair advantage over other examinees;
 - B) affecting, either positively or negatively, the performance of any person taking the test; or
 - C) representing the performance of the named registered examinee by the performance of another person;
 - 2) there is any testing irregularity that calls into question:
 - A) the accuracy of the test scores as measures of the actual performances of the examinees; or
 - B) the validity of the test scores as measures of the performances of the examinees in light of the conditions and circumstances under which the test was administered.
- d) The State Superintendent shall notify the person of the action taken within six weeks after the test date. If any person's test materials reveal irregularities that warrant further investigation, the State Superintendent shall forward those materials, including the person's thumbprint, fingerprint, or palm print, as

applicable, to the appropriate law enforcement authority and shall notify the affected person within ten days after taking that action. The State Superintendent may require the person to provide a thumbprint or alternate print, if applicable, to the appropriate law enforcement authority for comparison with that provided on the personalized answer document and may void the test score earned by a person who refuses to do so.

- e) No refund will be given to any person whose score is cancelled or voided.
- f) If a score is cancelled or voided for any reason, it will not be reported or entered on any records. Cancellation of an individual's score shall not limit his or her right to retake the test. Voiding of an individual's score shall not limit his or her right to retake the test unless subsection (g) applies.
- g) In some instances, scores are voided for reasons that render individuals ineligible for licensure in Illinois. When an individual is found to have violated a condition of testing with the intent of falsifying his or her identity or unfairly affecting his or her performance in the current or a future test administration, the violation shall be taken as evidence that the individual is not of good character as required by Section 21B-15 of the School Code [105 ILCS 5].
 - 1) In addition to voiding of the person's score on the test at which the violation occurred, any other score achieved by the person during the same test administration shall be voided, and the individual shall be ineligible for any future licensure testing in Illinois.
 - 2) A person who is subject to this subsection (g) shall be ineligible to receive any educator license in Illinois.
 - 3) If a person who is the subject to this subsection (g) already holds an Illinois license, the State Superintendent may initiate the suspension or revocation of that license as provided in Section 21B-75 of the School Code.
 - 4) For violations of subsection (g)(1) or (g)(2) occurring on or after March 1, 2017, a person subject to this subsection (g) may appeal those prohibitions to the State Superintendent in writing. The person will be required to submit supplemental documentation for review as set forth in Section 25.480 and shall be subject to the credibility hearing process in that Section. A review conducted for this purpose shall make conclusions whether the person shall be allowed to participate in future licensure

testing in Illinois and whether the person shall be eligible to receive an educator license in Illinois.

- h) In the instances described in subsection (g), records of the individuals' test responses may be maintained by the testing contractor and by the State Board of Education for further investigation. In all other cases when scores are cancelled or voided, examinees' answer documents, including electronic media, will be destroyed and will be irretrievable.

(Source: Amended at 41 Ill. Reg. 8813, effective June 28, 2017)

Section 25.760 Passing Score

- a) The passing raw score will be established for each test by the State Board, in consultation with SEPLB, based upon the professional judgments and recommendations of committees of Illinois educators about the acceptable, minimal level of performance for entry-level educators in Illinois classrooms.
- b) The raw score for each test that forms part of the Illinois Licensure Testing System shall be transferred to a scaled score ranging from 100 to 300, with 240 established as the passing score. The passing raw score shall always be equal to a scaled score of 240. The following formula shall be used to transform raw scores to scaled scores, where MAX means the maximum raw score, CUT means the passing raw score, and X means the number of multiple choice items correctly answered or the number of holistic score points assigned to a constructed-response item or section, as applicable:
 - 1) If X is greater than or equal to CUT, then the scaled score is $240 + 60 [(X - CUT)/(MAX - CUT)]$.
 - 2) If X is less than CUT, then the scaled score is $100 + 140X/CUT$.
- c) Scaled scores are rounded to the nearest integer except between 69 and 70 and between 239 and 240. To ensure that a score just below passing is not equated with a scaled score of 70 or 240, scaled scores between 69 and 70 will be considered 69, and scaled scores between 239 and 240 will be considered 239.
- d) The requirements of this Section do not apply to scores used for determining passage of the TPA.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.765 Individual Test Score Reports

- a) The State Board of Education will report each individual's test scores only to:
 - 1) the individual candidate earning such scores;
 - 2) the Illinois teacher education institutions and community colleges to which the candidate requested the scores be sent; and
 - 3) any other institution, entity, or person authorized or required by law.
- b) The score report released to each individual by the State Board of Education will:
 - 1) indicate the test date and whether or not the person has passed the test; and
 - 2) report the person's total score and the applicable subarea or subtest scores as scaled scores.
- c) No test scores will be released via facsimile or over the telephone.
- d) A person shall have the right to request additional copies of his or her score report, subject to payment of the required fee.
- e) Beginning with the score reports issued after September 30, 2010, an Illinois institution with an approved educator preparation program will be able to access any of an examinee's test results (i.e., pass or fail) posted to the Educator Licensure Information System.

(Source: Amended at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.770 Re-scoring

- a) A person shall have the right to request re-scoring of the content-area test, provided the request is submitted in writing and received by the State Board within three months after the test administration date and is accompanied by payment of the applicable fee. A person shall also have the right to request re-scoring of a language proficiency test. However, no re-scoring service shall be available for the constructed-response portions of a language proficiency test; re-scoring on this test shall be limited to the multiple-choice items only.
- b) In the case of any discrepancy discerned as a result of re-scoring, the State Board will correct its records and inform all parties to whom the test score was reported as to the person's score.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.775 Institution Test Score Reports

After each test administration, a report will be provided to each Illinois teacher preparation institution having one or more applicants taking the tests. This report will include aggregate information on pass/fail status, total scores, and subarea scores for all examinees who requested that their scores be sent to the institution, and for the State as a whole for each test.

(Source: Amended at 29 Ill. Reg. 15831, effective October 3, 2005)

Section 25.780 Fees

Each fee or refund required pursuant to this Section shall be established by the State Superintendent in consultation with the testing contractor and published in all written materials related to the testing program. The fee schedule shall be maintained in the offices of the State Board of Education and shall also be available upon request.

- a) Each registration shall be accompanied by payment of a fee for each test to be taken. The registration fee for a test to be administered by the testing contractor outside the United States may be different from other registration fees.
- b) Each request for re-scoring of a test shall be accompanied by payment of a fee, which shall be refunded if the original scoring is found to be in error.
- c) Each request for an additional individual score report shall be accompanied by payment of a fee.
- d) Each request for a change in the tests, test date, or test site for which the individual is scheduled, other than changes related to testing, shall be accompanied by payment of a fee.
- e) Each request to add a test or tests to an individual's registration shall be accompanied by payment of a fee.
- f) An individual who cancels a registration shall receive a partial refund for each test for which the individual had registered.
- g) A fee of \$20 shall be charged for any test payment that does not clear.
- h) Only cashiers' checks and money orders will be accepted for payment of fees by mail; payment of fees associated with registration transactions made via the Internet shall be made by Visa or MasterCard only. Payment for testing shall be made via the Internet only and by VISA or MasterCard only.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

SUBPART J: RENEWAL OF PROFESSIONAL EDUCATOR LICENSES

Section 25.800 Professional Development Required

- a) Pursuant to Section 21B-45 of the Code, renewal of PELs endorsed in a teaching, administrative, or school support personnel field or an educator license with stipulations endorsed for chief school business official (see Section 21B-20 of the Code) or career and technical educator (see Section 25.805) is contingent upon licensees' presentation of proof of professional development activities. Specific approvals, as defined in Section 25.805, are also subject to renewal requirements set forth in that Section. For the purposes of this Subpart J, "5-year renewal cycle" for any license or renewable approval shall include July 1 following the license's issuance through June 30 following five years of the license being issued and every five years thereafter, regardless of whether the total validity period exceeds five years. Any portion of an additional year beyond five years that is included in the 5-year renewal cycle shall not increase the amount of professional development that a licensee is required to complete. If a licensee earns more than the required number of professional development hours during a renewal cycle, the additional hours earned between April 1 and June 30 of the last year of the renewal cycle may be carried over and applied to the next renewal cycle. Illinois Administrators' Academy courses or hours earned in those courses may not be carried over.
- b) Except as provided in Section 25.880 and in subsection (c) of this Section, renewal of an individual's license or approval requires the licensee's completion of professional development activities sufficient to satisfy the requirements of Section 21B-45 of the Code. Professional development hours used to fulfill minimum required hours for a renewal cycle shall be applied to one renewal cycle only. Each licensee shall:
 - 1) enter the information required by Section 21B-45(e) of the Code and Section 25.805 of this Part into ELIS prior to renewal for each activity completed; and
 - 2) present the evidence of completion upon request by the regional superintendent or a representative of the State Board or if required as part of an appeal under this Subpart J.
- c) **Teachers and School Support Personnel**
Any licensee holding a PEL endorsed in a teaching or school support personnel field shall complete 120 clock hours of professional development activities during each 5-year renewal cycle, unless otherwise specified in this Subpart J. (Section

21B-45(e)(1) of the Code) *The number of professional development hours required under this subsection is reduced by 20% for any renewal cycle that includes the 2021-2022 school year.* (Section 21B-45(e-5) of the Code)

d) Administrators

- 1) *Any licensee holding a PEL endorsed in an administrative field or an educator license with stipulations endorsed for chief school business official who is working in a position that requires this credential shall complete one Illinois Administrators' Academy (see Section 2-3.53 of the Code) course each fiscal year, in addition to 100 clock hours of professional development activities during each 5-year renewal cycle.* (Section 21B-45(e)(3) of the Code)
- 2) Teacher Leader Endorsements
Any licensee holding a PEL endorsed for teacher leader issued pursuant to Section 21B-25(2)(E) of the Code and Section 25.32 of this Part who is working in an administrative capacity at least 50 percent of the school day shall complete one Illinois Administrators' Academy course each fiscal year, in addition to 100 hours of professional development activities during each 5-year renewal cycle. (Section 21B-45(e)(3) of the Code)
Licensees not working in administrative positions are subject to the requirements of subsection (b) rather than this subsection (d).

e) Career and Technical Educators

Any licensee holding an educator license with stipulations endorsed for career and technical educator issued pursuant to Section 21B-20(2)(E) of the Code shall complete 120 clock hours of professional development activities during each 5-year renewal cycle, unless otherwise specified in this Subpart J. Renewal of the license shall be contingent on the licensee's fulfillment of the applicable requirements of this Section.

- 1) For purposes of this subsection (e), coursework completed for license renewal purposes shall be considered "related to education" if it leads to a PEL or, for individuals holding a PEL, an endorsement on that license for the skill area of instruction, or if it relates to the field of an individual's current teaching assignment or any other field of teaching assignment.
- 2) The provisions of Sections 25.855 and 25.865 shall apply to the awarding of credit for activities offered by approved providers, provided that:

SUBTITLE A

SUBCHAPTER b

- A) the references to Section 21B-45 of the Code are not applicable to the educator license with stipulations endorsed for career and technical educator; and
 - B) references to Subpart J of this Part shall be understood as referring to this Section when necessary to the context.
- f) Educational Interpreters
 - 1) An individual may accrue the required 50 clock hours of professional development by participating in conferences, workshops, institutes, seminars, symposia, or other, similar training events that:
 - A) are designed to improve the skills and knowledge of interpreters for the deaf;
 - B) are organized by an entity that is approved pursuant to Section 25.855; and
 - C) address educational concerns.
 - 2) An individual may accrue the required clock hours for professional development by completing college coursework that is part of an interpreter training program offered by a regionally accredited institution of higher education or an Illinois community college.
- g) Interveners for Students Who are Deaf-Blind
 - 1) An individual may accrue the required 50 clock hours of professional development by participating in conferences, workshops, institutes, seminars, symposia, or other similar events that:
 - A) are designed to improve the skills and knowledge of interveners;
 - B) are organized by an entity that is approved pursuant to Section 25.855 or 25.860; and
 - C) address educational concerns.
 - 2) An individual may accrue the required credit for professional development by completing college coursework that is part of an intervener training

program offered by a regionally accredited institution of higher education or an Illinois community college.

h) Retired Educators

Any licensee whose license is in retired status for a full five-year cycle shall not be required to complete professional development activities or pay registration fees until returning to a position that requires educator licensure. *For any renewal cycle in which a licensee retires during the renewal cycle, the licensee must complete professional development activities on a prorated basis depending on the number of years during the renewal cycle the educator held an active license. If a licensee retires during a renewal cycle, the licensee must notify the State Board of Education using ELIS that the licensee wishes to maintain the license in retired status and must show proof of completion of professional development activities on a prorated basis for all years of that renewal cycle for which the license was active.* (Section 21B-45(e)(6) of the Code). If an individual returns to a position for which educator licensure is required, that individual shall complete:

- 1) at least 24 hours of the professional development required for the endorsement area, as provided by subsections (b) through (e), for each year in which the individual is employed for 50 percent or more of full-time equivalency; and
- 2) any Administrators' Academy courses as may be required. (Also see Section 21B-45(e)(2) or (3) of the Code.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.805 Professional Development Options

a) Activities

- 1) Professional development activities, offered through an Illinois-approved professional development provider, shall generate credit for purposes of renewal of a PEL endorsed in a teaching, administrative, or school support personnel field or an educator license with stipulations endorsed for chief school business official or CTE only if they address one or more of the criteria identified in Section 21B-45(d) of the Code.
- 2) One professional development hour shall be awarded for each clock hour of activity attendance, unless otherwise specified in rule.

b) National and State Certifications

- 1) A licensee who holds a school support personnel endorsement who is employed and performing services on the endorsement in an Illinois public school and who holds the applicable national certifications specified in this subsection (b)(1) shall be deemed to have satisfied 120 hours of professional development. (See Section 21B-45(l) of the Code.)
 - A) Nationally Certified School Psychologist from the National School Psychologist Certification Board, 4340 East-West Highway, Suite 402, Bethesda, MD 20814; <https://nasponline.org/standards-and-certification/national-certification>;
 - B) Nationally Certified School Nurse from the National Board for Certification of School Nurses, 1120 Route 73, Suite 200, Mt. Laurel, NJ 08054; <https://www.nbcsn.org/ncsn/certification/certification-procedures>;
 - C) Nationally Certified Counselor from the National Board for Certified Counselors, 3 Terrace Way, Greensboro, NC 27403; <https://www.nbcc.org/certification>;
 - D) Certificate of Clinical Competence from the American Speech-Language-Hearing Association, 2200 Research Boulevard, Rockville, MD 20850-3289; <https://www.asha.org/certification>; or
 - E) Certified School Social Work Specialist (C-SSWS) from the National Association of Social Workers, 750 First Street, NE, Suite

800, Washington, DC 20002;
<https://www.socialworkers.org/Careers/Credentials/Apply-for-NASW-Social-Work-Credentials/Certified-School-Social-Work-Specialist>.

- 2) A licensee who holds a school support personnel endorsement *who is employed and performing services in Illinois public schools and who holds an active and current professional license issued by the Department of Financial and Professional Regulation related to that school support personnel endorsement area or national certification board* shall be deemed to have satisfied 120 hours of professional development. (See Section 21B-45(l) of the Code.) For purposes of this subsection (b), "related to" a school support personnel area shall be:
 - A) for a school counselor, a license issued under the Professional Counselor and Clinical Professional Counselor Licensing and Practice Act [225 ILCS 107];
 - B) for a marriage and family therapist, a license issued under the Marriage and Family Therapist Licensing Act [225 ILCS 55];
 - C) for a school psychologist, a license issued under the Clinical Psychologist Licensing Act [225 ILCS 15];
 - D) for a school speech and language pathologist, a license issued under the Illinois Speech-Language Pathology and Audiology Practice Act [225 ILCS 110];
 - E) for a school nurse, a license issued under the Nurse Practice Act [225 ILCS 65]; and
 - F) for a school social worker, a license issued under the Clinical Social Work and Social Work Practice Act [225 ILCS 20].
- 3) National Board for Professional Teaching Master Teacher Designation *Any licensee holding a National Board for Professional Teaching Standards (NBPTS) master teacher designation shall complete a total of 60 clock hours of professional development per 5-year renewal cycle.* (Section 21B-45(e)(4) of the Code)

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- A) If National Board certification is not valid at the time of renewal, the licensee shall complete all required professional development for the license cycle.
 - B) Administrators who hold a master teacher designation are also subject to the requirements set forth in Section 25.800(d)(1).
 - C) When an Illinois licensee successfully renews a National Board certification, the licensee's master teacher designation shall be automatically renewed.
 - D) The holder of an NBPTS master teacher designation whose certification through the NBPTS is not renewed shall have the designation expired.
- c) **Higher Education Coursework**
One semester hour of college coursework related to education from a regionally accredited institution shall equal 15 clock hours of professional development activities. One quarter hour shall equal 10 clock hours.
 - 1) Coursework may be completed through an Illinois institution of higher education that offers approved educator preparation programs and Illinois public community colleges.
 - 2) Any licensee using coursework to fulfill professional development hours must upload a copy of a transcript showing completion of the coursework to ELIS.
- d) **Mandated Trainings**
Trainings taken to satisfy mandated trainings in Sections 3-11 and 10-22.39 of the Code shall be credited toward the hours of professional development required for renewal.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.807 Additional Specifications Related to Professional Development Activities of Special Education Teachers (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.810 State Priorities (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.815 Submission and Review of the Plan (Repealed)

(Source: Repealed at 29 Ill. Reg. 1212, effective January 4, 2005)

Section 25.820 Requirements for Coursework on the Assessment of One's Own Performance (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.825 Requirements for Coursework Related to the National Board for Professional Teaching Standards (NBPTS) (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.830 Verification of Completed Activities; Renewal Process

- a) A licensee shall enter any professional development credit earned *prior to renewal*. The licensee shall enter electronically into the ELIS the name, date, and location of the activity, the number of professional development hours earned, and the provider's name (Section 21B-45(e) of the Code), except that:
 - 1) any Illinois Administrators' Academy course completed shall be entered by the provider rather than the licensee;
 - 2) a licensee who holds both a PEL endorsed in school support personnel and one of the professional licenses listed under Section 25.805(b)(2) shall enter the license as an activity on the Professional Development page of ELIS and upload a copy of the valid license into ELIS; and
 - 3) a licensee who completes applicable higher education coursework shall enter the coursework using the semester-to-hour conversion set forth in Section 25.805(c) and upload a copy of the transcript into ELIS.
- b) Professional development completed after June 30 of the year in which the 5-year renewal cycle ends may be counted towards the renewal requirements for the renewal cycle that ends that year or the subsequent renewal cycle.
- c) A licensee who fails to complete an Administrators' Academy course in a given fiscal year as required by Section 21B-45(e)(2) or (3) of the Code shall be required to complete two courses for each one missed. The licensee may complete these courses at any time during the remainder of the 5-year renewal cycle or prior to the reinstatement of a license that has lapsed pursuant to Section 25.450 of this Part.
- d) Accumulation of the number of hours of professional development activities required under Section 21B-45(e) of the Code and entering them into ELIS shall not entitle the licensee to renewal of the license. Renewal of the licensee's license shall be determined by the State Superintendent.
- e) In accordance with Section 21B-45(e)(5) and (e)(6) of the Code, licensees who are retired, working in positions that do not require a PEL, or working in positions that require a PEL for less than 50 percent of full-time equivalency in a school year, are "exempt" and do not have to complete professional development activities. Prior to renewing the license, the licensee shall request that the ROE record that status in ELIS indicating the starting and ending date of the exemption and the reason the exemption was requested. ROEs must verify that the educator

is exempt or retired prior to changing the educator's status. ROEs retain authority to require necessary documentation to make this determination. (See Section 25.880.)

- f) A licensee who does not enter all professional development activities prior to September 1 of the year in which the 5-year renewal cycle ends may not be able to preserve the right of appeal regarding a recommendation for nonrenewal of the license.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.831 Educator Professional Development Audits

- a) The State Board of Education shall conduct random audits of licensees to verify a licensee's fulfillment of the professional development hours required under Section 21B-45 of the Code.
- b) Educators who do not meet required professional development hours or who do not provide sufficient evidence of completion will be notified that their license has lapsed and has been put into a "hold" status until evidence of completing the required professional development has been submitted. Upon submission of the required audit documents, the license status shall be changed to "lapsed" and the educator may reinstate the license.
- c) A lapsed license may be reinstated by meeting the requirements set forth in Section 21B-45(b) of the Code.

(Source: Added at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.832 Validity and Renewal of NBPTS Master Teacher Designation (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.835 Request for Extension

Section 21B-45(e)(9) of the Code allows a licensee who is unable to complete the required professional development by September 1 of the year in which the license has expired, *due to professional development opportunities being unavailable*, to request that the SEPLB extend the deadline for completing the outstanding professional development beyond August 31 of that year.

- a) A written request for an extension shall be submitted to the State Superintendent no sooner than April 1 nor later than June 30 of the last year in the 5-year cycle. (See Section 21B-45(e)(9) of the Code.) The request shall indicate the:
 - 1) licensee's name, type of license held (including license number), and endorsements placed on the license;
 - 2) number of clock hours of professional development or Administrators' Academy courses, as applicable, needed to fulfill the requirements;
 - 3) reason the licensee is requesting the extension, to include the efforts made to complete the required professional development before September 1 of the year in which the license would expire; and
 - 4) licensee's plan for completing the outstanding professional development, to include a description of the professional development in which the licensee will participate and the timeline for its completion.
- b) The request shall be presented to SEPLB at its next regularly scheduled meeting following receipt of the request. SEPLB shall approve a request when:
 - 1) the preponderance of evidence indicates that failure to complete the professional development was beyond the control of the licensee;
 - 2) the outstanding professional development does not exceed at least 20 percent of the total required for the 5-year renewal cycle or one Administrators' Academy course; and
 - 3) the plan for completing the outstanding professional development will result in the completion of the activities by no later than August 31 of the year immediately subsequent to the year in which the license expired.

- c) The licensee shall be notified whether the extension has been granted within 30 days after SEPLB's action, but in no case later than August 31 of the year in which the license will expire.
- 1) The license of a licensee for which an extension is approved *shall remain valid during the extension period.* (Section 21B-45(e)(9) of the Code)
Failure of the licensee to complete the outstanding professional development within the timeline indicated in the approved extension request will result in the license lapsing and the inability of the licensee to register the license with the appropriate ROE.
 - 2) The license of a licensee for which an extension is not granted shall lapse September 1 of the year in which the license expired and cannot be registered. (See Section 25.400(e).)
 - 3) Any professional development completed during the extension period shall first be applied to the previous 5-year renewal cycle and may be credited to the subsequent 5-year renewal cycle only if it exceeds the amount of the outstanding professional development owed.
 - 4) *An unregistered license is invalid after September 1 for employment and performance of services in an Illinois public or State-operated school or cooperative and a charter school.* (Section 21B-45(b) of the Code)

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.840 Appeals to the State Educator Preparation and Licensure Board

- a) A licensee may appeal the lapse of a license for failure to complete renewal requirements to SEPLB. The licensee shall submit a request for an appeal by certified mail, return receipt requested, no later than September 30 of the year the license lapsed. The appeal request shall be sent to the State Educator Preparation and Licensure Board, 100 North First Street, Springfield, Illinois 62777-0001.
- b) Within 90 days after receipt of an appeal submitted pursuant to subsection (a), the SEPLB may hold an appeal hearing or make a recommendation based on a review of the record, as enumerated in Section 21B-45(m) of the Code. If a hearing is to be held, the Board shall notify the licensee of the date, time, and place of the hearing.
 - 1) The licensee shall submit to SEPLB any additional information as SEPLB determines is necessary to decide the appeal.
 - 2) If a hearing is held, SEPLB may request that the licensee appear before it. The licensee shall be given at least 10 days' notice of the date, time, and place of the hearing.
 - 3) In verifying whether the licensee has met the renewal criteria set forth in Section 21B-45 of the Code and this Subpart J, SEPLB shall consider:
 - A) *the regional superintendent of education's rationale for recommending nonrenewal of the license, if applicable;*
 - B) *any evidence submitted to the State Superintendent along with the individual's electronic statement of assurance for renewal provided in ELIS; and*
 - C) *the State Superintendent's rationale for nonrenewal of the license. (See Section 21B-45(m)(2) of the Code.)*
- c) SEPLB shall notify the licensee of its decision regarding license renewal no later than 30 days after reaching a decision as set forth in Section 21B-45(m) of the Code. Upon receipt of notification of renewal, the licensee, using ELIS, shall pay the applicable registration fee. If the decision is not to renew the individual's license, the notification shall state the reasons for that decision.
- d) An individual whose license is not renewed because of a failure to complete professional development in accordance with this Subpart J may reinstate the

license once that license has lapsed (i.e., September 1 of the year in which the license expired) if the individual has;

- 1) paid any accumulated registration fees, including registration fees owed;
- 2) either paid the penalty or completed the coursework required under Section 21B-45 of the Code with a grade of C- or higher; and
- 3) presented evidence of completing the balance of the professional development activities that were required for renewal of the license previously held.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.845 Responsibilities of School Districts (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.848 General Responsibilities of LPDCs (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.850 General Responsibilities of Regional Superintendents (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.855 Approval of Professional Development Providers

A licensee may not receive credit for professional development activities completed for the purpose of renewing the PEL with respect to activities offered by entities that are not approved under Section 21B-45(g) of the Code or this Subpart J. The State Superintendent of Education shall post by July 1 of each year a list of the entities approved for this purpose.

- a) A provider meeting the requirements of subsection (c) must be granted approval under this Section in order to continue to serve as an approved provider for license renewal purposes.
- b) In accordance with Section 21B-45(g), the entities listed in this subsection (b) are deemed approved to provide professional development activities for the renewal of the PEL. No further approval is necessary.
 - 1) The State Board of Education;
 - 2) ROEs and intermediate service centers;
 - 3) Regionally accredited institutions of higher education that have been approved under Subpart C to offer educator preparation programs;
 - 4) Illinois public school districts;
 - 5) Charter schools authorized under Article 27A of the Code;
 - 6) Joint education programs established under Article 10 of the Code for the purposes of providing special education services or CTE; and
 - 7) Any other entity as identified in Section 21B-45(g) of the Code.
- c) An Illinois professional association that represents one of the groups of educators listed in this subsection (c) may be approved as a provider under this Section. (See Section 21B-45(g)(3) of the Code.) For purposes of this subsection (c), "represents" means advocating for a group or advocating for or representing a group's interests in local, State or federal legislative processes; acting for, in place of, or on behalf of a group; or serving as a spokesman, proxy or attorney for a group. "Represent" also shall refer to Illinois professional associations whose primary purpose is to provide support to or promote the goals of a group of educators or conduct research about issues of interest to a group. An eligible Illinois professional association shall represent one or more of the following:

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- 1) School administrators holding Illinois educator licensure;
 - 2) Principals holding Illinois educator licensure;
 - 3) School business officials serving in Illinois public schools;
 - 4) Teachers holding Illinois educator licensure (e.g., special education teachers, bilingual education teachers, early childhood teachers, career and technical educators, teachers in various content areas);
 - 5) Boards of education established under Article 10 or Article 34 of the Code;
 - 6) Illinois public school districts;
 - 7) Parents of students enrolled in Illinois public schools; or
 - 8) School support personnel holding Illinois educator licensure.
- d) Each association eligible under subsection (c) wishing to receive approval shall submit an application in a format specified by the State Board that shall include:
- 1) evidence that the professional development activities to be provided will align to the Standards for Professional Learning Revised (2022) promulgated by Learning Forward, 504 South Locust Street, Oxford OH 45056 and posted at <https://standards.learningforward.org/standards-for-professional-learning/>;
 - 2) a description of the intended offerings in terms of relevant State learning standards to be addressed, including identification of the expected effect on student achievement or school improvement that will result from the skills and knowledge the licensee is expected to acquire from the activity;
 - 3) a description linking the professional development activities to one or more of the purposes listed in Section 21B-45(h) of the Code, which are to:
 - A) *increase the knowledge and skills of school and district leaders who guide continuous professional development;*
 - B) *improve the learning of students;*

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- C) *organize adults into learning communities, the goals of which are aligned to those of the school and district;*
 - D) *deepen educator's content knowledge;*
 - E) *provide educators with research-based instructional strategies to assist students in meeting rigorous academic standards;*
 - F) *prepare educators to appropriately use various types of classroom assessments;*
 - G) *use learning strategies appropriate to the intended goals;*
 - H) *provide educators with the knowledge and skills to collaborate;*
and
 - I) *prepare educators to apply research to decision-making;*
 - J) *provide educators with training on inclusive practices in the classroom that examines instructional and behavioral strategies that improve academic and social-emotional outcomes for all students, with or without disabilities, in a general education setting;*
- 4) the qualifications and experience the provider will require of presenters to be assigned in each area;
 - 5) the mode of delivery of the professional development; and
 - 6) assurances that the requirements of subsection (e) will be met.
- e) Each provider approved to issue credit for professional development activities under Section 21B-45 of the Code and this Section shall:
- 1) verify attendance at its professional development activities, provide to participants the standard forms referred to in Section 25.865, and require completion of the evaluation form;
 - 2) maintain participants' evaluation forms for a period of not less than six years and make them available for review upon request by staff of the State Board;

- 3) maintain attendance records for each event or activity it conducts for a period of not less than six years; and
- 4) *register annually with the State Board of Education prior to offering any professional development opportunities in the current fiscal year.* (Section 21B-45(i)(7) of the Code)
- f) Applicants may be asked to clarify particular aspects of their materials.
- g) The State Superintendent shall respond to each application for approval no later than 45 days after receiving it.
- h) A provider shall be approved to issue credit for clock hours completed in increments of at least a quarter hour for a given type of activity only if the provider's application provides evidence that:
 - 1) the activities it sponsors or conducts will be developed and presented by persons with education and experience in the applicable content areas; and
 - 2) there is an apparent correlation between the proposed content of the professional development activities, the relevant standards set forth in Section 25.115(e), and one or more of the criteria set forth in Section 21B-45(d) of the Code and Section 25.805(a) of this Part.
- i) A provider not approved under this Section may work with any provider listed under subsection (b) to offer professional development activities.
- j) Approval of any provider under Section 21B-45 of the Code shall be valid until June 30 of the following year. Continuation of that approval shall be contingent upon the provider's annual registration with SBE (see Section 25.856) and the State Superintendent receiving no evidence of noncompliance with the requirements of this Subpart J.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)

Section 25.856 Registration of Professional Development Providers

Each provider listed under Section 25.855(b) or approved under Section 25.855(c) is subject to the requirements of this Section.

- a) Prior to July 1 of each year, each provider must register electronically with the State Board to offer activities in the upcoming fiscal year.
- b) The annual registration renewal window will open April 1 for the upcoming fiscal year.
- c) Providers shall not offer any activities for educator license renewal prior to being registered with the State Board for the applicable time period.

(Source: Added at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.860 Reporting by and Audits of Providers

Each provider listed under Section 25.855(b) or approved under Section 25.855(c) is subject to the requirements of this Section.

- a) During an audit, each provider shall submit to the State Board a list of the subcontractors used in the previous 12 months for professional development activities for which credit was provided in accordance with this Subpart. For each subcontractor, the provider shall submit the name, date, and summary of each activity provided, and the outcomes anticipated.
- b) Each provider shall submit to the State Board, as part of its audit, any data and other information that responds to the requirements of Section 21B-45(j)(2) of the Code. The following materials must be provided for each selected activity by the timelines specified in subsection (c):
 - 1) Attendance rosters, including educator name and IEIN;
 - 2) Evaluation for Workshop, Conference, Seminar form data;
 - 3) Approved Professional Development Provider Activity Summary form;
 - 4) Approved Provider Report;
 - 5) Additional documentation deemed necessary by the State Board.
- c) An audit of each provider shall be conducted at least once every five years in accordance with Section 21B-45(j)(3) of the Code. ROEs and intermediate service centers shall conduct audits of school districts and cooperatives within their regions. Data and information from the audits, as well as collected pursuant to subsections (a) and (b), shall be used to determine if the provider has met the requirements of Section 21B-45 of the Code and this Subpart.
 - 1) In the event that a determination is made that applicable standards have not been met, the State Board may withdraw approval for one or more types of activities or of the provider.
 - 2) A licensee may not receive credit for any professional development activity that is designed for entertainment, promotional, or commercial purposes; that is solely inspirational or motivational; or that addresses

purposes other than those listed in Section 25.855(d)(3), and the State Board may disapprove any activity found to be of this nature.

- A) When an activity is disapproved under this subsection (c), the provider may continue to offer the activity but shall not provide to any participants the standard form referred to in Section 25.865 and shall immediately revise all relevant notices and advertisements to indicate the nature of the activity. The provider shall be required to state in each notice or advertisement that the activity generates no credit applicable to license renewal. Individuals who complete the activity once it is accurately described shall not claim credit for it.
 - B) Individuals who have completed an activity that is later disapproved under this subsection (c) shall not be penalized with respect to professional development credit accrued for that activity.
- 3) Each provider being audited under this Subpart J shall submit a list of all professional development activities, including date of occurrence, that were offered within the last 12 months. The State Board shall select a sample of activities for the audit.
 - 4) Each provider being audited under this Subpart J shall submit requested documentation to the State Board within four weeks after the request is made.
 - 5) State Board staff may attend an activity at any time with one day's advance notice and ask to speak with participants, speakers, or activity organizers.
 - 6) All documentation must be submitted in a format specified by the State Board.
 - 7) The State Board will audit the ROEs and intermediate service center to review the data and information collected.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)

Section 25.865 Awarding of Credit for Activities with Providers

The State Board shall develop the requirements for standard forms that shall be used by approved providers. These forms shall serve two purposes: evaluation of the activity by the licensee and evidence of completion for the licensee with respect to the activity. The State Board shall make available information about the required format and contents of these forms so that providers may generate them for their own use.

- a) This form shall be provided to each participant who completes the activity, who shall maintain it as evidence of completion of the professional development activity. In the case of a conference, workshop, or other event having more than one session, the sessions in whole shall be considered an "activity" for purposes of this Section. The providers shall maintain sign-in sheets for each activity.
- b) The provider shall complete the standard form to indicate the title, time, date, location, nature of the event and clock hours of credit earned (i.e., in increments of a quarter hour). Alternately, a provider may accept an official transcript in place of the standard form as evidence of completion of coursework at a regionally accredited institution of higher education that is not approved under Section 25.855.
- c) If the licensee's records are audited pursuant to Section 21B-45(j) of the Code and Section 25.860 of this Part, credit for professional development activities claimed shall be affirmed only when the standard form is presented.
- d) In the case of higher education coursework, an official transcript shall be maintained as evidence of completion in lieu of the form specified in subsection (a).

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.870 Continuing Education Units (CEUs) (Repealed)

(Source: Repealed at 34 Ill. Reg. 1582, effective January 12, 2010)

Section 25.872 Special Provisions for Interactive, Electronically Delivered Continuing Professional Development (Repealed)

(Source: Repealed at 38 Ill. Reg. 21788, effective November 3, 2014)

Section 25.875 Continuing Professional Development Units (CPDUs) (Through June 30, 2014) (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.880 "Valid and Exempt" Licenses; Proportionate Reduction; Part-Time Teaching

- a) The requirements of this Subpart J regarding professional development are subject to proportionate reduction with respect to periods of time during which a license is maintained as valid and exempt. The requirements of this Section apply to licensees who *are working in a position that does not require educator licensure or working in a position for less than 50 percent of full-time equivalency for any particular year*. These licensees *are considered to be exempt and shall be required to pay only the registration fee in order to renew and maintain the validity of the license*. (Section 21B-45(e)(5) of the Code)
 - 1) Each licensee shall submit written verification to the ROE for any year that the licensee was not employed at least 50 percent full-time equivalency at an Illinois public or State-operated school or cooperative or charter school. Upon verification of the licensee's employment status, the ROE shall enter the period of exemption into ELIS and the license for that period of time will be determined to be valid and active or valid and exempt.
 - 2) Periods of exemption shall be established in one-semester increments.
 - 3) Prior to license renewal, each licensee shall provide verification of the one semester periods of exemption that occurred during the 5-year renewal cycle. The proportionate reduction (i.e., 20 percent reduction for each year of exemption) that applies to the requirements for professional development activities will be reflected in ELIS.
 - 4) Completion of professional development activities during a period of exemption shall not affect the proportionate reduction in the total number of clock hours required for a licensee, but may be credited toward the total amount of professional development needed in the 5-year renewal cycle.
- b) A valid and exempt license may be immediately (i.e., within six months) reactivated upon the licensee becoming employed in a position that requires an educator license and performing services in an Illinois public or State-operated school or cooperative or charter school. The "active" status shall be recorded in ELIS before the end of the 5-year renewal cycle.
- c) Holders of valid and exempt PELs endorsed in an administrative field who are not employed in an Illinois public or State-operated school or cooperative or charter

school are not subject to the requirements of Section 21B-45 of the Code or this Subpart J.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)

Section 25.885 Funding; Expenses (Repealed)

(Source: Repealed at 29 Ill. Reg. 1212, effective January 4, 2005)

SUBPART K: REQUIREMENTS FOR RECEIPT OF THE STANDARD TEACHING
CERTIFICATE

Section 25.900 Applicability of Requirements in this Subpart (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.905 Choices Available to Holders of Initial Certificates (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.910 Requirements for Induction and Mentoring (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.915 Requirements for Coursework on the Assessment of One's Own Performance (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.920 Requirements for Coursework Related to the National Board for Professional Teaching Standards (NBPTS) (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

**Section 25.925 Requirements Related to Advanced Degrees and Related Coursework
(Repealed)**

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

**Section 25.930 Requirements for Continuing Professional Development Units (CPDUs)
(Repealed)**

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.935 Additional Activities for Which CPDUs May Be Earned (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.940 Examination (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.942 Requirements for Additional Options (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.945 Procedural Requirements (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

SUBPART L: PUBLIC HEALTH EMERGENCY DECLARATION

Section 25.1000 Definitions

In this Subpart L:

"Illinois Emergency Management Agency Act" or "IEMA Act" means 20 ILCS 3305.

"School Code" or "Code" means 105 ILCS 5.

(Source: Added at 45 Ill. Reg. 879, effective January 4, 2021)

Section 25.1010 Applicability

This Subpart L applies only during any time in which the Governor has declared a disaster due to a public health emergency under Section 7 of the IEMA Act. If the Governor rescinds a disaster declaration, or allows it to expire without replacement, this Subpart L shall remain in effect through the end of the calendar year (December 31) or the end of the fiscal year (June 30), whichever is later.

(Source: Added at 45 Ill. Reg. 879, effective January 4, 2021)

Section 25.1015 Teacher Performance Assessment

Notwithstanding any other requirements under this Part, a teaching candidate is not required to complete the teacher performance assessment required under Section 21B-30(f) of the Code and this Part.

(Source: Added at 45 Ill. Reg. 879, effective January 4, 2021)

Section 25.1020 Student Teaching; Field Experience

Notwithstanding any other requirements of this Part, during the implementation of remote learning days (see Section 10-30 of the Code), a candidate seeking an educator license may complete the following remotely:

- a) student teaching or any other structured teaching experience;
- b) required internships;
- c) contact hours, clock hours, clock hours of supervised school-based professional experience, or practicum hours;
- d) supervised experience;
- e) direct service work;
- f) administrative experience in school business management; and
- g) university-approved practical experience.

(Source: Added at 45 Ill. Reg. 879, effective January 4, 2021)

Section 25.APPENDIX A Statistical Test Equating – Licensure Testing System

The Z-score formula set forth below will be used in all cases except where none of the scorable items on a test form has appeared on any previous test form. In such cases, the linear equating formula will be used.

Z-Score Formula

The following formula is used for z-score equating.

1. Define:

$\bar{X}$ = the mean raw score achieved on the new test form's scorable items

s_x = the standard deviation of X

$\bar{Y}$ = the mean raw score achieved on the previous test form's scorable items

s_y = the standard deviation of Y

X_i = a given raw score on the new test form

Y_i = the raw score equivalent to X_i expressed in the raw score metric of form Y

2. Set $z_x = z_y$

$$\frac{X_i - \bar{X}}{s_x} = \frac{Y_i - \bar{Y}}{s_y}$$

3. In order to find the equivalent passing score on the new form, solve for X_i , where Y_i = the passing score on the previous form rounded to one decimal place.

$$X_i = \bar{X} + (s_x / s_y)(Y_i - \bar{Y})$$

The linear equating formula is as follows.

1. Define:

$\bar{X}$ = mean total test score on a new test form

s_x^2 = variance of total test scores on the new form

$\overline{U}_x$ = mean of common items on the new form

$s_{u_x}^2$ = variance of common item scores on the new form

s_{xu} = covariance of total test and common item set for the new form

n_x = number of candidates taking the new form

$\overline{Y}$, s_y^2 , $\overline{U}_y$, $s_{u_y}^2$, s_{yu} , and n_y are corresponding statistics for the previous test form

2. Compute estimated descriptive statistics for the total group (i.e., candidates from new and previous test form administrations).

$$\overline{U}_t = (\overline{U}_x + \overline{U}_y) / 2$$

$$s_{u_t}^2 = \frac{\left(n(\overline{U}_x - \overline{U}_y)^2 \right) / 2 + (n-1)(s_{u_x}^2 + s_{u_y}^2)}{2n-1}$$

where n = the smaller of n_x or n_y

$$b_{xu} = s_{xu} / s_{u_x}^2$$

$$b_{yu} = s_{yu} / s_{u_y}^2$$

$$\overline{X}_t = \overline{X} + b_{xu}(\overline{U}_t - \overline{U}_x)$$

$$s_{x_t}^2 = s_x^2 + b_{x_u}^2(s_{u_t}^2 - s_{u_x}^2)$$

$$\overline{Y}_t = \overline{Y} + b_{yu}(\overline{U}_t - \overline{U}_y)$$

$$s_{y_t}^2 = s_y^2 + b_{y_u}^2(s_{u_t}^2 - s_{u_y}^2)$$

3. In order to find the equivalent passing score on the new form, solve for X_i , where Y_i = the passing score on the previous form rounded to one decimal place.

$$X_i = \overline{X}_t + (s_{x_t} / s_{y_t})(Y_i - \overline{Y}_t)$$

(Source: Amended at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.APPENDIX B Certificates Available Effective February 15, 2000 (Repealed)

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)

Section 25.APPENDIX C Exchange of Certificates for Licenses (July 1, 2013)

Existing Certificate		Description	Exchanged for:
Early Childhood Certificates:			
02	Standard Early Childhood (0 to 6, excluding kindergarten)	To Age 6 excluding K	Professional Educator License endorsed for prekindergarten (0 to 6, excluding kindergarten)
04	Initial or Standard Early Childhood (0 to grade 3)	Age 0-Grade 3	Professional Educator License endorsed for early childhood and self-contained general education endorsements (age 0 to grade 3)
04	Master Early Childhood Certificate	Age 0-Grade 3	Professional Educator License with an NBPTS master teacher designation, endorsed for prekindergarten, if applicable, and/or the NBPTS area of endorsement
05	Provisional Early Childhood	Age 0-Grade 3	Educator License with Stipulations endorsed for provisional educator with early childhood and self-contained general education endorsements (age 0 to grade 3)
Elementary Certificates:			
03	Initial or Standard Elementary	K-9	Professional Educator License endorsed for self-contained general education (kindergarten to grade 9)
03	Master Elementary Certificate	K-9	Professional Educator License with an NBPTS master teacher designation

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			endorsed for self-contained general education, if applicable, and/or the NBPTS area of endorsement
High School Certificates:			
09	Initial or Standard Secondary	6-12	Professional Educator License with any applicable grade-level and content-area endorsements
09	Master Secondary Certificate	6-12	Professional Educator License with an NBPTS master teacher designation and any grade-level and content-area endorsements, if applicable, and/or the NBPTS area of endorsement
12	Short-Term Emergency	Preschool-Age 22	Professional Educator License endorsed in a teaching field with short-term emergency approval in special education
Special Certificates:			
10	Initial or Standard Special	K-12 Field Endorsed or Preschool-Age 22	Professional Educator License with any applicable grade-level and content-area endorsements
Provisional and Alternative:			
22	Initial Alternative Elementary	K-9	Professional Educator License endorsed for self-contained general education (kindergarten to grade 9)
26	Provisional Alternative Administrative	K-12	Educator License with Stipulations endorsed for alternative provisional

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			superintendent
27	Provisional Alternative Special	K-12 Field Endorsed or Preschool-Age 22	Educator License with Stipulations endorsed for alternative provisional educator with any applicable grade-level and content-area endorsements or applicable administrative area (e.g., general administrative)
28	Initial Alternative Special	K-12 Field Endorsed or Preschool-Age 22	Professional Educator License with any applicable grade-level and content-area endorsements
Other Teaching:			
29	Transitional Bilingual	K-12 Language Endorsed	Educator License with Stipulations endorsed for transitional bilingual educator with bilingual language and applicable grade-level endorsements
30	Provisional Elementary	K-9	Educator License with Stipulations endorsed for provisional educator with self-contained general education endorsement (kindergarten to grade 9)
31	Provisional Secondary	6-12	Educator License with Stipulations endorsed for provisional educator with any applicable grade-level and content-area endorsements
33	Provisional Special	K-12 Field Endorsed or Preschool-Age 22	Educator License with Stipulations endorsed for provisional educator with any applicable grade-level and content-area endorsements
35	Provisional Vocational	7-12 Field Endorsed	Educator License with Stipulations endorsed for

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			career and technical educator with any applicable grade-level and field endorsements
36	Temporary Provisional Vocational	11-12 Field Endorsed	Educator License with Stipulations endorsed for provisional career and technical educator with grade 11-12 and any applicable field endorsements
40	Part-Time Provisional	6-12	Beginning July 1, 2013, Educator License with Stipulations endorsed for part-time career and technical educator with any applicable grade-level and field endorsements
43	Provisional Alternative Early Childhood	Age 0-Grade 3	Educator License with Stipulations endorsed for alternative provisional educator with early childhood and self-contained general education (age 0 to grade 3)
44	Initial Alternative Early Childhood	Age 0-Grade 3	Professional Educator License endorsed for early childhood and self-contained general education (age 0 to grade 3)
50	Visiting International Teacher – Special	K-12	Educator License with Stipulations endorsed for visiting international educator with any applicable foreign language, transitional bilingual language and content-area endorsements (kindergarten to grade 12)
53	Visiting International Teacher – Elementary	K-9	Educator License with Stipulations endorsed for

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			visiting international educator with self-contained general education and any applicable foreign language and transitional bilingual language endorsements (kindergarten to grade 9)
54	Visiting International Teacher – Early Childhood	Age 0-Grade 3	Educator License with Stipulations endorsed for visiting international educator with self-contained general education and any applicable foreign language and transitional bilingual language endorsements (age 0 to grade 3)
59	Visiting International Teacher – Secondary	6-12	Educator License with Stipulations endorsed for visiting international educator with any applicable foreign language, transitional bilingual language and content-area endorsements (grades 6 to 12)
80	Resident Teacher – Special	K-12	Educator License with Stipulations endorsed for resident teacher with any content-area endorsements (kindergarten to grade 12)
83	Resident Teacher – Elementary	K-9	Educator License with Stipulations endorsed for resident teacher with self-contained general education endorsement (kindergarten to grade 9)
84	Resident Teacher – Early Childhood	Age 0-Grade 3	Educator License with Stipulations endorsed for resident teacher with early childhood and

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			self-contained general education (age 0 to grade 3) endorsements
89	Resident Teacher – Secondary	6-12	Educator License with Stipulations endorsed for resident teacher with any applicable grade-level and content-area endorsements
School Support Personnel:			
73	School Service Personnel	K-12	Professional Educator License endorsed for school support personnel with any applicable service area endorsement
74	Provisional School Service Personnel	K-12	Educator License with Stipulations endorsed for provisional educator and school support personnel with any applicable service area endorsement
Administrative:			
75	Administrative	K-12	Professional Educator License endorsed for general administrative, chief school business official, superintendent or special educator director, as applicable
76	Provisional Administrative	K-12	Educator License with Stipulations endorsed for provisional educator and any of general administrative, chief school business official, superintendent or special education director, as applicable
77	Administrative K-12	K-12	Professional Educator License endorsed for Superintendent

78	Interim School Counselor Intern	K-12	Approval issued by the State Superintendent
79	Interim Speech-Language Pathologist Intern	K-12	Approval issued by the State Superintendent

Individuals who receive a professional educator license will receive on that license the endorsements that are comparable to what they currently hold, as well as any applicable endorsements comparable to any other certificates they currently hold.

(Source: Amended at 46 Ill. Reg. 6326, effective April 11, 2022)

Section 25.APPENDIX D Criteria for Identification of Teachers as "Highly Qualified" in Various Circumstances (Repealed)

(Source: Repealed at 45 Ill. Reg. 7269, effective June 3, 2021)

Section 25.APPENDIX E Endorsement Structure Beginning July 1, 2013

Section 25.100 explains the endorsements issued on the professional educator license and the availability of any content-specific endorsements (previously called "designations"). The relevant provisions of Section 25.100(d) shall apply in cases in which no test is available (see Section 25.710). Any individual holding only an endorsement available prior to July 1, 2004 that was not exchanged for an endorsement available after that date, and, as applicable, content-area endorsement, is limited to teaching only the content encompassed by the endorsement issued prior to July 1, 2004.

Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
Fundamental Learning Areas				
English Language Arts	None	9-12	English Language Arts	English Journalism Language Arts Speech
Reading Teacher	None	PK-12*	Reading Teacher	Reading
Reading Specialist	None	PK-12*	Reading Specialist	Reading
Mathematics	None	9-12	Mathematics	Mathematics
Elementary Mathematics Specialist (2021)	None	1-6	None	None
Science – Content-specific Endorsement Required	Science – Biology Science – Chemistry Science – Earth and Space Science Science – Environmental Science	9-12	Science endorsement with designations for: Biology Chemistry Earth and Space Science	Biological Science/Biology Botany Physiology Zoology Chemistry Aerospace Astronomy Earth Science Geology

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
	Sciences – Physics		Environmental Science Physics	Physical Geography/ Physiography Biological Science Physical Science General Science Physics
Social Sciences – Content-specific Endorsement Required	Social Sciences – Economics Social Sciences – Geography Social Sciences – History Social Sciences– Political Science Social Sciences – Psychology Social Sciences – Sociology and Anthropology	9-12	Social Sciences endorsement with designations for: Economics Geography History Political Science Psychology Sociology and Anthropology	Economics Geography U.S. History World History Political Science Psychology Anthropology Sociology
Physical Education	None	PK-12*	Physical Education	Physical Education
Health Education	None	PK-12*	Health Education	Health Education
Dance	None	PK-12*	Dance	Dance
Drama/Theatre Arts	None	PK-12*	Drama/Theatre Arts	Theatre and Drama
Music	None	PK-12*	Music	Music Instrumental Music Vocal Music
Visual Arts	None	PK-12*	Visual Arts	Art

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
World Languages – Content- specific Endorsement Required	Foreign Languages – Arabic Foreign Languages – Chinese (Cantonese or Mandarin) Foreign Languages – French Foreign Languages – German Foreign Languages – Hebrew Foreign Languages – Italian Foreign Languages – Japanese Foreign Languages – Korean Foreign Languages – Latin Foreign Languages – Russian	PK-12*	World Languages endorsement with designations for: Arabic Chinese (Cantonese or Mandarin) French German Hebrew Italian Japanese Korean Latin Russian Spanish Other world languages, provided the candidate completed a major in the foreign language designated.	Arabic Cantonese, Mandarin French German Hebrew Italian Japanese Korean Latin Russian Spanish Other foreign languages, as applicable

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
	Foreign Languages – Spanish Other foreign languages, provided the candidate meets the requirements of Section 25.100(i).			
Additional Teaching Fields				
Agricultural Education	None	5-12	Agricultural Education	Agricultural Business and Management Agriculture Agricultural Power and Machinery Horticulture Agricultural Resources

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
Business, Marketing, and Computer Education – Content-specific Endorsement Optional	Business Computer Programming	5-12	Business, Marketing, and Computer Education endorsement with a designation for: Business Computer Programming	Accounting Basic Business Business Computer Programming Business/Marketin g/Management Information Processing Information Processing/ Secretarial Marketing
Computer Applications	None	5-12	Computer Applications	Computer Applications
Computer Science	None	5-12	Computer Science	Computer Science
Family and Consumer Sciences	None	5-12	Family and Consumer Sciences endorsement with designations for: Apparel and Textiles Living Environments Nutrition, Wellness, and Hospitality	Child and Day Care Services Consumer Education and Resource Management Fashion and Clothing Services Food and Nutrition Services Home Economics Institutional and Home

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
				Management Services Interior Furnishings Services/Living Environments Interpersonal, Family Relationships, Parenting
Health Careers	None	Not currently issued.	Health Careers	Health Occupations
Gifted Education Teacher	None	PK-12*	None	None
Gifted Education Specialist	None	PK-12*	None	None
Technology Education	None	5-12	Technology Education	Industrial Technology Education Construction Electronics Graphic Communications Transportation Manufacturing Industrial Technology Public Service Drafting/Design Autobody Repair Heating, Ventilation, and Air Conditioning

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
Technology Specialist	None	PK-12*	Technology Specialist	Computer Technology Instructional Technology
Library Information Specialist	None	PK-12*	Library Information Specialist	Media
Safety and Driver Education	None	9-12	Safety and Driver Education	Safety and Driver Education
Bilingual Education	Bilingual Education – Target Language	PK-12*	Bilingual Education endorsement with a designation for: Target Language	Bilingual Education with a Target Language Designation
English as a New Language (ENL) – Content- specific Endorsement Optional (secondary or K- 12)	ENL – Bilingual Education (language- specific)	Not currently issued.	ENL endorsement with a designation for: Bilingual Education (language- specific)	Bilingual Education English as a Second Language
English as a Second Language (ESL)	None	PK-12*	ESL	ESL
Middle School (departmentalized)	Subject-specific	Not currently issued	Middle School endorsement with subject specific designations	Middle-Grades Junior High School

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
Middle Grades (grades 5-8) (February 2018)	Subject-specific Mathematics Language Arts (Literacy) Social Science General Science	5-8	Middle School (departmentalized)	Middle Grades Junior High School
Elementary				
Self-Contained General Education (grades K-9)	None	Not currently issued	Self-Contained General Education	Self-Contained General Education
Self-Contained General Education (grades 1-6)	None	1-6	None	None
Early Childhood				
Early Childhood Special Education	None	Birth-grade 2	Early Childhood Special Education	
Early Childhood Prekindergarten and Self- Contained General Education (Birth- grade 2)	None	Birth-grade 2	Early Childhood Self-Contained General Education	Early Childhood
Special Education				
Learning Behavior Specialist I (LBS I)	None	K-age 22	LBS I	LBS I

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
Learning Behavior Specialist II – Content-specific Endorsement Required	LBS II/Transition Specialist LBS II/Technology Specialist LBS II/Bilingual Special Education Specialist LBS II/Deaf- Blind Specialist LBS II/Behavior Intervention Specialist LBS II/Curriculum Adaptation Specialist LBS II/Multiple Disabilities Specialist	PK-age 22	An LBS II endorsement with designations for: LBS II/Transition Specialist LBS II/Technology Specialist LBS II/Bilingual Special Education Specialist LBS II/Deaf- Blind Specialist LBS II/Behavior Intervention Specialist LBS II/Curriculum Adaptation Specialist LBS II/Multiple Disabilities Specialist	LBS II/Transition Specialist LBS II/Technology Specialist LBS II/Bilingual Special Education Specialist LBS II/Deaf-Blind Specialist LBS II/Behavior Intervention Specialist LBS II/Curriculum Adaptation Specialist LBS II/Multiple Disabilities Specialist
Speech-Language Pathologist (teaching)	None	Not currently issued	Speech- Language Pathologist	Speech-language impaired
Teacher of Blind or Visually Impaired	None	PK-age 22	Blind or Visually Impaired	Blind or partially sighted

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
Teacher of Deaf or Hard of Hearing	None	PK-age 22	Deaf or Hard of Hearing	Hearing Impaired
Administrative				
Chief School Business Official	None	PK-age 22	Chief School Business Official	Chief School Business Official
Director of Special Education	None	PK-age 22	Director of Special Education	Director of Special Education
General Administrative (through June 30, 2014)	None	Not currently issued	General Administrative	General Administrative
Principal (2013)	None	PK-age 22	General Administrative	General Administrative
Superintendent	None	PK-age 22	Superintendent	Superintendent
Supervisory – endorsement area (special education only and school support personnel)	None; see Section 25.497 of this Part	PK-age 22	Supervisory – endorsement area	Supervisory
Teacher Leader	None	PK-22	Teacher Leader	None
School Support Personnel				
School Counselor	None	PK-age 22	School Counselor	Guidance
School Nurse	None	PK-age 22	School Nurse	School Nurse
School Psychologist	None	PK-age 22	School Psychologist	School Psychologist
School Social Worker	None	PK-age 22	School Social Worker	School Social Worker

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Endorsements Currently Available	Content-specific Endorsements Currently Available	Grade Range Currently Available	Endorsements, with Designations, as applicable, Issued July 1, 2004 until July 1, 2013	Endorsements Issued Prior to July 1, 2004
Speech-Language Pathologist	None	PK-age 22	Non-Teaching Speech- Language Pathologist	Non-Teaching Speech-Language Pathologist

*All Illinois approved educator preparation programs for endorsements valid for PK-12 shall submit confirmation of program course and fieldwork coverage of all grades PK-12 to State Board of Education staff no later than June 30, 2023.

(Source: Amended at 46 Ill. Reg. 12973, effective July 13, 2022)