



Illinois State Board of Education

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Educator Licensure FAQ

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On April 24, 2020, Governor Pritzker signed Executive Order 2020-31. The executive order provides relief on various licensure requirements including those candidates who were to complete student teaching, internships, and required exams, among other requirements, during the spring 2020 semester. ISBE filed companion emergency rules on April 27, 2020. This document provides additional clarity to candidates in educator licensure programs, individuals who wish to obtain a paraprofessional license, educators from other states who are seeking licensure in Illinois and practicing educators whose credentials are expiring June 30, 2020.

Testing

Who is eligible for the edTPA exemption? (Updated 4/27/2020)

Individuals who completed all other aspects of their educator preparation program (excluding student teaching) during the Gubernatorial Disaster Proclamations are eligible to receive the professional educator license without passing the edTPA. To qualify for this exemption, a teacher candidate is unable to complete the edTPA due to COVID-19 related school closures and is entitled by the institution of higher education prior to the lifting of the disaster proclamation.

If a candidate has not passed the edTPA on initial submission and a resubmission, does he/she need to continue to resubmit or do they qualify for the exemption? (Updated 4/27/2020)

Candidates that were in the process of re-submitting the edTPA during spring 2020 are eligible for the exemption. Candidates should work with their IHE to determine if the exemption is an option to proceed with full licensure. The IHE will determine if the candidate has met all criteria for program completion and graduation (if applicable).

Explain the content test exemption for entry into student teaching, and alternative educator preparation programs. (Updated 4/27/2020)

During the Gubernatorial Disaster Proclamations, candidates who enter alternative licensure programs or begin student teaching or an internship shall be required to pass the content test prior to receiving the professional educator license and not prior to student teaching or program entry.

Explain the content test exemption for individuals currently in school support personnel and administrative programs. (Updated 4/27/2020)

Candidates in school support personnel and administrative preparation programs are required to successfully complete the content test prior to licensure. During the Gubernatorial Disaster Proclamations, candidates who would otherwise complete school support personnel or administrator preparation programs except for the content exam are eligible to be entitled for a short-term approval during which time they must successfully complete the exam in order to receive the applicable endorsement of their PEL. The short-term approval is not renewable and requires a \$50 application fee. It is valid for one fiscal year, and during the validity period, educators should complete the content test and earn the professional educator license endorsed in the applicable school support personnel or administrative area.

What options are available for individuals who completed all necessary coursework for a subsequent teaching endorsement but are unable to complete the required content test due to testing site closures? (Updated 4/27/2020)

Individuals who are currently licensed as a teacher (or are planning to concurrently receive initial licensure at the same time as completing subsequent endorsement requirements) are eligible for a short-term approval if they completed all coursework requirements for the endorsement but are unable to complete required licensure content test due to testing site closures. The short-term approval is not-renewable and allows the individual to be assigned to teach the content in the endorsed area. The application fee for the approval is \$50 and the approval is valid for 3 fiscal years. During the validity period of the short-term approval, the individual must pass the licensure content test to be eligible for the full endorsement. STAs issued during the Gubernatorial Disaster Proclamation will not be automatically converted to endorsements. Educators must apply for the endorsement in ELIS before the approval expires.

Are any exemptions provided to aspiring paraprofessionals who hold a high school diploma and seek to obtain paraprofessional licensure? (Updated 4/27/2020)

Yes. Individuals who hold a high school diploma/passed the GED exam will be eligible for a short-term approval endorsed for a paraprofessional educator (ELS-PARA). The approval is valid for 3 fiscal years, and before the validity period of this approval expires, the educator must pass the paraprofessional competency test and apply for the ELS-PARA. Doing so will allow the educator to receive the Educator License with Stipulations endorsed for Paraprofessional, which is required to continue to work as a paraprofessional. Educators can apply for the approval in their ELIS accounts. The short-term approval is not renewable and requires a \$50 application fee.

For how long is the exemption of the edTPA in effect? What happens to candidates who already have submitted the edTPA evidence for scoring in Spring 2020? (Updated 4/27/2020)

The edTPA exemption applies only to candidates during the duration of the Gubernatorial Disaster Proclamations. Candidates who submitted edTPA documentation for scoring will receive a score. The outcome of this scoring will not impact the candidate's eligibility to be entitled for licensure during the period of the Gubernatorial Disaster Proclamations.

To view refund policies regarding the edTPA, please visit [this page](#).

Do alternative programs reserve the right to establish an earlier deadline for students to pass the content tests (for example, before starting their second year rather than just prior to PEL entitlement)? (Updated 5/22/2020)

IHEs retain the authority and obligation to evaluate candidate readiness and recommend candidates for licensure. Therefore, while the content test for COVID affected alternative candidates may be required upon licensure rather than prior to enrollment, it is at the discretion of the institution as to how to choose to implement this opportunity.

Explain the testing exemption for the English Proficiency Test for Visiting International Teachers (VIT). (Updated 5/22/2020)

In place of the Nelson Denny and Oral Interview for VIT, applicants must have the equivalent of an "Advanced Low / Intermediate High" on the Common European Framework of Languages (CEFL) or an American Council for the Teaching of Foreign Languages (ACTFL) equivalent level. Applicants should provide copies of the certificates, along with other paperwork, to ISBE at the time of application.

Will educators' ELIS account indicate that they have been exempted from either Student Teaching and/or edTPA? (Updated 5/22/2020)

Educators who were exempted from the edTPA will have a testing waiver added to the testing section of their ELIS accounts. The testing section of ELIS is not available for public viewing.

Student Teaching/Internship Hours

Who is eligible for the student teaching exemption? (Updated 4/27/2020)

Individuals who completed all other aspects of the program (excluding the edTPA) during the Gubernatorial Disaster Proclamations are eligible to receive the professional educator license without completing student teaching. To qualify for this exemption, a teacher candidate is unable to complete student teaching successfully due to COVID-19 related school closures. Teacher candidates must fulfill all institutional and programmatic requirements to graduate, and institutions of higher education retain the authority to determine if a candidate successfully completes their licensure program.

Will individuals who receive an exemption for student teaching be required to complete student teaching when the Gubernatorial Disaster Proclamation is over? (Updated 4/27/2020)

No. The Professional Educator License can be issued without student teaching with no stipulations.

Can clinical hours that were supposed to be completed spring 2020 be waived even if candidates are in beginning or middle stages of their preparation programs? Will candidates need to make up missed clinical hours before they are licensed? (Updated 5/22/2020)

This requirement is up to each institution to decide. Institutions should continue to implement their academic policies about satisfactory completion of course and program requirements in making determinations about eligibility for degree completion and graduation. IHEs retain the authority and obligation to evaluate candidate readiness and recommend candidates for licensure and have ISBE's support in utilizing innovative, online clinical approaches.

Who is eligible for the exemption for school support personnel and administrative program internships? (Updated 4/27/2020)

Individuals who completed all other aspects of the program during the Gubernatorial Disaster Proclamations are eligible to receive the professional educator license without completing the hours of internship required by Illinois Administrative Code. To qualify for this exemption, a candidate is unable to complete the requisite internship hours due to COVID-19 related school closures. Institutions of higher education retain the authority to determine if a candidate successfully completes their licensure program.

If candidates are in classes that require clinical hours towards an endorsement but won't finish the program until later, how are these hours exempted or tracked since the candidate won't be entitled during this time? (Updated 5/22/2020)

Each IHE can determine which hours are exempt and will implement the best process to track hours by candidate.

What options are available for individuals pursuing an ESL or bilingual endorsement who are unable to complete the fieldwork required for the endorsement or the test required for the bilingual endorsement? (Updated 4/27/2020)

Individuals who are currently licensed as a teacher (or are planning to concurrently receive initial licensure at the same time as completing ESL or bilingual endorsement requirements) are eligible for a short-term approval if they completed all coursework requirements for the endorsement but are unable to complete all required fieldwork experience or the required target language proficiency test (only applicable to the bilingual education endorsement). The short-term approval is valid for three fiscal years and is not renewable. The application fee for the approval is \$50. During the three-year validity

period, the individual must pass the target language proficiency test and/or complete three months of teaching experience in an ESL or bilingual setting (as applicable to the endorsement sought) to be eligible for the full endorsement. Please note that three months of teaching experience waives fieldwork requirements. Prior to receiving the subsequent endorsement, the candidate must either be entitled by an institution of higher education with approved preparation programs or apply through ISBE. Once the entitlement is entered into ELIS or the candidate submits appropriate documentation, the candidate must apply for the endorsement through ELIS.

Since student teaching and the edTPA are now exempted, can students who have completed all other preparation program requirements who were scheduled to student teach in Fall 2020 be entitled for licensure in Spring 2020? (Updated 5/22/2020)

No. The exemptions specifically apply to candidates who were unable to complete requirements due to school closures during the Gubernatorial Emergency Proclamations. If the emergency proclamations are extended, additional guidance will be provided.

Will educators' ELIS accounts indicate that they have been exempted from student teaching and/or edTPA? (Updated 5/22/2020)

Educators that were exempted from the edTPA will have a testing waiver added to the testing section of the educator's ELIS account. The testing section of ELIS is not visible to the public. No student teaching exemption will be recorded in ELIS, but each college or university will submit record of exemptions to ISBE.

Are candidates required to enroll in internship classes during the summer for administrative programs? (Updated 5/22/2020)

Candidates should work with Illinois Institutions of Higher Education to determine coursework enrollment requirements and schedules during the Gubernatorial Disaster Proclamations period.

If a candidate does not finish student teaching and coursework until June 30, can the candidate qualify for an edTPA exemption? (Updated 5/22/2020)

The candidate is eligible for the edTPA waiver during the Gubernatorial Disaster Proclamation. If the candidate was completing the edTPA during spring 2020, he or she is eligible for the exemption. Coursework waivers are at the discretion of the college or university.

Renewal/Professional Development

How is licensure renewal impacted for educators whose licenses are due to be renewed by June 30, 2020? (Updated 4/27/2020)

There is no change to this requirement due to Executive Order 2020-31. Individuals whose licenses are due for renewal on June 30, 2020 should make every effort to renew their licenses by that date. ISBE already offers educators a two-month grace period for licensure

renewal. Licenses, in order not to lapse, must be renewed by August 31, 2020. Administrator Academies must be completed by June 30, 2020 to avoid a penalty AA requirement. Individuals who are scheduled to renew their licenses by June 30, 2020 and who already completed required professional development should log into their ELIS accounts and renew their licenses as soon as possible. Note: the above timelines are not applicable to holders of substitute teaching licenses and licenses endorsed for paraprofessional.

Educators still in need of professional development hours or administrator academies should work with their districts, Regional Office of Education, or [other approved providers](#) to identify online professional development opportunities. Professional development activities completed online through out-of-state entities are acceptable for use toward renewal requirements if approved by one of the aforementioned entities.

Do educators who hold an approval that is due to expire on June 30, 2020 receive an extension? (Updated 4/27/2020)

If the emergency proclamations are extended past June 30, 2020, ISBE will extend the validity of the interim sign language approval, short-term approval, and short-term emergency approval on July 1, 2020. The approval will be automatically extended, and individuals do not need to contact ISBE to receive the extension. During this one-year extension, educators must successfully complete the applicable content test. To be eligible for the extension, educators must meet all requirements for the full endorsement (or in the case of the interim sign language approval, the full sign language approval) excluding the test.

Is it acceptable for an approved provider to provide educators with professional development hours for developing their remote learning skillsets that focus on and support student learning? Should an approved provider collect the records/data along with teacher evidence they completed the work? (Updated 5/22/2020)

Yes, teachers may count the time spent developing their remote learning skill sets for PD hours. As identified, the approved provider should collect information on participation and, when an educator completes the PD, issue an evidence of completion form. Remote learning planning days are acceptable PD. Delivery of the instruction as part of the remote learning workday cannot be used for PD. The hours are the same as usual PD – a 1 clock hour to 1 PD hour ratio.

Coursework

Will ISBE honor licensure coursework grades that are lower than a C-, and will ISBE honor grades of “pass” or “credit” for licensure credential issuance? (Updated 4/27/2020)

Yes. Acknowledging that many Illinois colleges and universities offered students the option to receive credit or no credit using a variety of grading scales, and that the threshold

for “pass” or “credit” differs from school to school, the requirement that all coursework used toward licensure must be earned with a “C-“ or higher will be temporarily lifted for candidates entitled for licensure by an Illinois institution of higher education during the Gubernatorial Disaster Proclamations.

What if the D or F grade takes the candidate below the GPA requirement for a program, can the candidate be retained/admitted/graduate? (Updated 5/22/2020)

The Executive Order and Emergency Rules only apply to licensure. Students must still meet institutional requirements for retention/admission/graduation.

If a candidate receives a D in a course that will eventually be used for licensure, but the candidate is not graduating during this disaster proclamation period, will this course be accepted to fulfill requirements in the future? (Updated 5/22/2020)

Any coursework taken during the Gubernatorial Disaster Proclamation will be exempt from the C- or higher requirement.

Is an institution or specific program within an institution allowed to deny any of the exemptions? If an institution has some programs that do not want to allow passing grades less than C- to count for licensure courses, then is it required to allow Ds to count, or is it up to the institution/program to submit the request for exemption if they so choose? (Updated 5/22/2020)

Institutions should continue to implement their academic policies about satisfactory completion of course and program requirements in making determinations about eligibility for degree completion and graduation. IHEs retain the authority and obligation to evaluate candidate readiness and recommend candidates for licensure.

If a candidate fails student teaching/internship in Spring 2020, can the candidates still graduate and be licensed? Does this waiver override the grade requirement? (Updated 5/22/2020)

Institutional academic policies about satisfactory completion of course and program requirements apply. The IHE has the authority to still “fail” the candidate (and thus prevent graduation) despite the waiver. This is a decision each IHE will have to make if a candidate performed poorly prior to the waiver being enacted.

During the period of the Gubernatorial Disaster Proclamations and Executive Order 2020-31, if a candidate earns a D in a class or elects pass/fail, credit/no credit or another non-qualitative binary grading nomenclature, will they ever have to retake that class for the purposes of ISBE licensure? How will the course outcome be noted on the transcript? (Updated 4/27/2020)

The candidate will not need to retake the course. The Illinois Board of Higher Education and Illinois Community College Board, with the Illinois Articulation Initiative, issued guidance pertaining to Pass/Fail and letter grades and

documentation on the transcript. See this [joint guidance on pass/fail grading](#) or https://www.ibhe.org/pdf/ICCB,-IBHE,-IAI-Pass-Fail_FINAL_Guidance.pdf.

How should student teaching or internships be noted on an educator’s transcript if the experience is exempted? (Updated 4/27/2020)

The academic policies of each institution apply to the transcribing of academic work through clinical, student teaching, and other field experiences.

Is it permissible to replace the in-person program requirements with online options? (Updated 5/22/2020)

Institutions of higher education are encouraged to utilize online approaches for requirements that normally occur in-person.

Are candidates who could not complete student teaching in Spring 2020, but still have coursework to complete in the summer to meet program/graduation requirements, still eligible for the exemption and issuance of the PEL? (Updated 5/22/2020)

Candidates are eligible for an exemption from student teaching; however, graduate requirements must still be met. Coursework waivers are at the discretion of each college or university.

Out-of-State Educators

What flexibilities are being granted to individuals prepared out of state who are pursuing Illinois licensure? (Updated 4/27/2020)

There are two options for individuals prepared as educators in other states:

A.) The individual can obtain a license in the other state and submit a copy of it to Illinois along with an official transcript showing the requisite degree for the license sought. ISBE will award the comparable Illinois license. Provisional licenses that are issued in place of full licenses due to school or testing center closures related to COVID-19 will be honored during the Gubernatorial Disaster Proclamations with proper assurance from the college or university via an ISBE form designed for this purpose.

OR

B.) An individual can apply to ISBE for evaluation. The individual will be subject to the same exemptions as Illinois educators in the following areas:

- i. An exemption for the successful completion of the edTPA
- ii. An exemption for the successful student teaching and internships

The exemption is applicable only if the edTPA and student teaching/internships were unable to be completed due to COVID-19 school closures. The college or university that

prepared the individual to be an educator will be required to submit paperwork confirming that the requirements could not be completed due to COVID-19 related school closures.

The application fee for a professional educator license is \$150.

Entitlement

Does the Executive Order mean that all candidates in educator preparation programs may be entitled upon graduation? (Updated 5/22/2020)

Executive Order 2020-31 allows the Illinois State Board of Education (ISBE) to exempt certain requirements for licensure. ISBE continues to require completion of baccalaureate- or master's-level degrees as a condition for licensure. Institutions should continue to implement their academic policies about satisfactory completion of course and program requirements in making determinations about eligibility for degree completion and graduation. IHEs retain the authority and obligation to evaluate candidate readiness and recommend candidates for licensure.

Is Executive Order 2020-31 retroactive such that candidates who previously did not perform satisfactorily during student teaching/internship experiences, did not pass the edTPA, or did not earn at least a grade of C- in licensure coursework are now eligible for a license or subsequent endorsement? (Updated 5/22/2020)

No. Executive Order 2020-31 only impacts candidate work completed during the period of the Gubernatorial Disaster Proclamations. Institutions should continue to implement their academic policies about satisfactory completion of course and program requirements in making determinations about eligibility for degree completion and graduation.

For how long are the exemptions valid? (Updated 4/27/2020)

All exemptions are only applicable through the end of Gubernatorial Disaster Proclamations. For a candidate to apply and receive a license, institutions of higher education must entitle the candidate first. As the exemptions are only applicable through the end of the Gubernatorial Disaster Proclamations, it is imperative that institutions entitle candidates as soon as possible after confirming which educators qualify to be licensed under the emergency provisions. Candidates are encouraged to contact their licensure officer to ascertain when entitlement will occur. Institutions that fail to entitle candidates during the Gubernatorial Disaster Proclamations will not be able to honor exemptions toward candidate program completion.

How should IHEs entitle candidates who are receiving the edTPA exemption? (Updated 4/27/2020)

The ISBE Educator Licensure Information System (ELIS) is set up to prevent candidates who are missing any licensure assessment from being entitled. The ELIS team is currently adding a new column to the “not eligible” tab of the entitlement page in ELIS where licensure officers can verify that a candidate is eligible for the edTPA exemption. This

verification will trigger the candidate to move to the “eligible” tab and the IHE may proceed with entitlement. ISBE anticipates this new feature being available on or around April 24, 2020 and will provide an informational training to IHEs when it is ready. ISBE will communicate with institutions of higher education with approved educator preparation programs when the updates to ELIS are completed. IHEs should not entitle any candidates for initial teaching licensure until this feature is in place.

When should IHEs entitle candidates for licensure? (Updated 4/27/2020)

Institutions of higher education must entitle candidates as soon as possible after confirming which educators qualify to be licensed under the emergency provisions and after being notified by ISBE that necessary ELIS entitlement updates are in place. ISBE will contact licensure officers and college deans when entitlement changes are in place and will provide training on new entitlement procedures for recording edTPA exemptions and entitling for short-term approvals.

Once the degree is conferred, Licensure Officers should promptly proceed by moving candidates to Completed Program status in ELIS. Institutions that fail to entitle candidates during the Gubernatorial Disaster Proclamations will not be able to honor exemptions toward candidate program completion after the proclamations end.

Licensure candidates should apply for the entitlement in their ELIS accounts as soon as they are able. Candidates who do not receive their license within one year will no longer be eligible for exemptions if they seek licensure at a later date.

When should candidates who qualify for any of the exemptions apply for licensure? (Updated 4/27/2020)

For a candidate to apply and receive a license, institutions of higher education must entitle the candidate first. As the exemptions are only applicable through the end of the Gubernatorial Disaster Proclamations, it is imperative that institutions entitle candidates as soon as possible after confirming which educators qualify to be licensed under the emergency provisions. Candidates are encouraged to contact their licensure officer about entitlement in their ELIS account as soon as they are able. Candidates who do not receive their license within one year will no longer be eligible for the exemptions identified in Emergency Order 2020-31 and emergency rules.

For what length of time are these exemptions in place? (Updated 4/27/2020)

The exemptions are in place for the duration of the Gubernatorial Disaster Proclamations. Note: The Gubernatorial Disaster Proclamations are separate from the governor’s shelter-in-place order. Exemptions are not aligned to the shelter-in-place order.

Are IHEs obligated to keep record of any candidates who are entitled under the emergency provisions? (Updated 4/27/2020)

Yes. IHEs must retain internal records of each educator who qualifies for licensure under the emergency provisions for auditing purposes. ISBE has provided institutions with an Excel template to use for record-keeping purposes and reporting to ISBE as well as training for using the template.

How should institutions address the administrator academy requirements for candidates seeking Principal and Superintendent endorsements? (Updated 5/22/2020)

With the exception of the content test, candidates would need to have all requirements of the endorsement (including the AA) completed in order to qualify for the short-term approval for principal or superintendent. The administrator academies that are needed for superintendent or principal endorsements have converted to an online format and are still available for educators to complete.

If a candidate obtains a PEL utilizing the exemptions of student teaching and edTPA but the candidate does not apply and register the license within one year, what happens to the license? Will the waivers still apply if the candidate seeks a license in the future? (Updated 5/22/2020)

A license that is placed into Completed Program status will remain available for application in ELIS for 1 year. If a candidate does not apply for the license and pay required license registration fees, the license status will change to “expired” and it will no longer be available for application. Individuals will need to request that their licensure officer re-enter the license notification. The edTPA and student teaching waiver will no longer be applicable and any requirements for licensure at that point in time must be met.

Are candidates who hold an ELS-PIDU eligible for the edTPA waiver? (Updated 5/22/2020)

Yes, candidates holding a valid ELS-PIDU are eligible for the exemption since they were working on a provisional license that required them to complete the edTPA by June 30, 2020.

Short Term Approvals

What are the requirements to receive a short-term approval and how much does the application cost? (Updated 4/27/2020)

Teaching Approval

- Hold a valid Professional Educator License (PEL) endorsed in a teaching field AND
- **ONE** of the following:
 - Official transcripts showing completion of 9 hours of coursework in the subject area to be taught

- A passing score on the corresponding Illinois Content Area Test
- Entitlement or ISBE Application
- Valid for 3 years
- Application fee is \$50 per approval

School Support/Administrative Approval

- Completed all aspects of their program excluding an internship and content test
- Entitlement Only
- Valid for 1 year
- Application fee is \$50 per approval

When will the short-term approvals be available for college/university entitlement in ELIS? (Updated 5/22/2020)

The approval application will be available in ELIS mid-May.

For educators working in schools with a short-term approval, what is the process for changing short-term approvals to an endorsement upon successful completion of the content test? (Updated 4/27/2020)

When the educator passes the applicable content test, they are eligible for the endorsement. Educators should request an entitlement from their institution of higher education and apply for the entitlement through their ELIS accounts.

How do educators transition from the short-term approval to an endorsement upon successful completion of the content test? (Updated 5/22/2020)

The short-term approvals are valid for 3 years. If an educator obtained the approval by virtue of completing 9 semester hours of coursework, he/she will be eligible for the endorsement upon passing the content test and needs to either request entitlement for the endorsement from the IHE or go through ISBE evaluation and apply for the endorsement through their ELIS account. The approval fee cannot be transitioned to the endorsement application. These fees are separate.

IHE's should advise educators that unless the endorsement is time sensitive, it may be in the best interest of the educator to wait until the content test becomes available again. The approval fee is \$50 and an endorsement application is also \$50. Those fees cannot be used to "transfer" from an approval to an endorsement.

Should candidates apply for the short-term approval before or after they have been issued their PEL? (Updated 5/22/2020)

Application for the short-term approval for teaching areas should be made once the PEL has been issued. The short-term approval for school support and administrative programs does not require an issued PEL.

Does the short-term approval entitlement by Illinois institutions require the full 18 semester hours of coursework as required for an endorsement? (Updated 5/22/2020)

The intent of the STA for entitlement is to give candidates who would otherwise qualify for an endorsement (but are missing the test) a way to still receive licensure in the content area. Since the short-term approval is available in ELIS to all educators through ISBE application and transcript evaluation, ISBE determined it would not make sense to limit STAs through entitlement to only educators who have completed 18 hours of coursework. Since these same educators could apply to ISBE and receive an STA with only 9 hours of coursework in a content area; it made sense to remove the extra barrier of making these educators apply separately to ISBE and allow them to be entitled if they desire. We recommend that IHEs make sure educators understand that although they may be eligible for multiple STA's, each one will be a \$50 application fee. Even though an educator may be eligible for an STA, an entitlement for one is not mandated. IHEs should communicate eligibility requirements with each candidate to determine the proper course of entitlement action for each individual.

Are student teachers with a minor in special education who have not passed the content area test for an LBS1 endorsement eligible to receive a nonrenewable short-term approval? (Updated 5/22/2020)

For LBSI, the approval is called the “short-term emergency approval” and you can view requirements for the approval here under the “Short Term Emergency” header:

<https://www.isbe.net/Pages/educator-licensure-approvals.aspx>

Although ISBE Form 73-96 isn't needed to obtain the STA, in the past a district had to submit this form upon hiring an individual to work on an STA. Does this form apply now? (Updated 5/22/2020)

The 73-96 form will not be needed for the STA to be issued, but we would still like the form completed as a condition of hiring. The form is the only way we can currently track people who are working on an STA and having this data will be helpful as we consider extensions for the approval being available for application (it is currently scheduled to sunset in 2023) and so we can track how many educators who were entitled to an STA actually ended up working on it.

How long will the application for the STA for Paraprofessionals be available? (Updated 5/22/2020)

Applications will be available during the duration of the Gubernatorial Disaster Proclamations. Applications submitted during this time period will be evaluated under these provisions even after the end of the Gubernatorial Disaster Proclamations.

How long will the application for the STA for School Support Personnel and Administrative endorsements be available? (Updated 5/22/2020)

For the SSP and Admin STAs, the individual must be entitled by the institution of higher education during the disaster proclamations period. The educator will have one year from

their date of entitlement to apply for the approval in ELIS. If the individual has not applied for the entitlement after one year, it will no longer be available for application.

Deficient Applications

Will deficiency letter expiration dates of 6/30/2020 be extended? (Updated 4/27/2020)

No. If an educator's deficiency letter expires and he/she wishes to be re-evaluated for the credential, he/she may submit a new application in ELIS and receive an additional two-fiscal years to meet remaining requirements.

Other

Will licensure fees be waived? (Updated 5/22/2020)

The Gubernatorial Disaster Proclamation Executive Order and Emergency Rule language does not include fee waivers or fee refunds

Are educators seeking a Transitional Bilingual Educator (ELS-TBE) license eligible for a short-term approval? (Updated 5/22/2020)

At this time, there are no short-term approvals for Transitional Bilingual Educator applicants.

How should institutions of higher education handle interviews for principal and superintendent candidates that are supposed to occur in-person? (Updated 5/22/2020)

Institutions of higher education are encouraged to utilize online approaches for requirements that normally occur in-person. Conducting principal preparation candidate interviews virtually and via written format is permissible and encouraged.

If a portfolio is required as part of completing an administrative program (principal or superintendent), is that requirement now waived for those candidates finishing the program? (Updated 5/22/2020)

If an institution has a programmatic requirement for a portfolio of some sort during the program, then it would be at the institution's discretion to determine program completion. ISBE is providing guidance about exemption eligibility for rule-based requirements. The only prescribed portfolio in Illinois rule relates to program entrance, not as part of the internship.

Stakeholder groups are concerned that employers may not waive requirements for hiring and/or districts may not accept student teachers who were unable to complete their content test. How will ISBE address these concerns with hiring districts? (Updated 5/22/2020)

An individual who holds a Professional Educator License (PEL) is eligible for hire in Illinois public schools, regardless if the licensure was issued to an individual who was unable to student teach due to the COVID-19 emergency. The license will appear in ELIS as a valid PEL and districts should hire these candidates as they would any other licensed individual. While requirements for hiring teachers and accepting student teachers are local decisions, ISBE encourages that districts do not hold ISBE-allowed exemptions against educators.

What happens when the disaster proclamation period ends? Do candidates then have to complete the exempted requirements? (Updated 5/22/2020)

The exemptions will not have to be completed when the disaster proclamation ends as long as the candidate was entitled and applies for the license within the 1-year window. However, if a candidate was entitled for a license in Illinois with an exemption and fails to apply for the license in the 1-year window, those exemptions will have to be completed based on the requirements at the time of application.

Are there any extensions available for the Transitional Bilingual Educator (ELS-TBE) license? (Updated 5/22/2020)

The Executive Order and Emergency Rule language does not include extensions to the ELS-TBE license at this time.

If a new teacher was completing his/her local district's mentoring program and was unable to complete all the requirements such as an observation due to the COVID-19 closure, how is the teacher impacted? May the local district amend the program? (Updated 5/22/2020)

Any 2019-2020 mentoring programs are local programs and are subject to local program policies and procedures. Questions regarding possible COVID-19-related program adjustments should be directed to local program administrators.

NOTE: ISBE will continue to monitor conditions related to COVID-19 and adjust policies and recommendations as needed. This document will be continuously updated. The agency will work with stakeholders and legislators to craft statutory and regulatory language that will support candidates impacted by the COVID-19 pandemic.

Email additional questions to licensure@isbe.net.