

Requirements for Administrative Programs

	Chief School Business Official	Superintendent	Director of Special Education	Principal
IPTS	<i>N/A – does not lead to initial licensure</i>	<i>N/A - does not lead to initial licensure</i>	<i>N/A - does not lead to initial licensure</i>	<i>N/A - does not lead to initial licensure</i>
Social & Emotional Learning Stand.	Part 555: <i>Children’s Mental Health Initiative Grants- Appendix A</i>	Part 555: <i>Children’s Mental Health Initiative Grants- Appendix A</i>	Part 555: <i>Children’s Mental Health Initiative Grants- Appendix A</i>	Part 555: <i>Children’s Mental Health Initiative Grants- Appendix A</i>
State Content Standards	Part 29.100: <i>Illinois Professional School Leader Standards</i>	Part 29.100: <i>Illinois Professional School Leader Standards</i>	Part 29.100: <i>Illinois Professional School Leader Standards</i>	Part 29.100: <i>Illinois Professional School Leader Standards</i>
Additional State Content Standards	Part 29.110: <i>Chief School Business Official</i>	Part 29.130: <i>Superintendent</i>	Part 29.140: <i>Director of Special Education</i>	Part 30: <i>Programs for the Preparation of Principals in Illinois</i>
Additional Coursework Required		Coursework in 33.50		Coursework in 30.50
National Standards Required	ISLLC (29.100) and Association to Advance Collegiate Schools of Business	ISLLC (29.100) and Educational Leadership Constituent Council	ISLLC (29.100) and Council for Exceptional Children	ISLLC (29.100) and Educational Leadership Constituent Council
Tests Required	Chief School Business Official (185) and TAP (400)/ACT/SAT (basic skills)	Superintendent (187) and TAP (400)/ACT/SAT (basic skills)	Director of Special Education (180) and TAP (400)/ACT/SAT (basic skills)	Principal (195) and Principal (196) and TAP (400)/ACT/SAT (basic skills)
General Requirements	25.345 Endorsement for Chief School Business Official a) shall hold a master’s degree or equivalent; b) Each candidate, other than a candidate whose master's degree was earned in <i>business administration, finance, or accounting</i> , shall have completed 24 semester hours of graduate	25.355 Endorsement for Superintendent (Beginning September 1, 2019) (<i>required for Superintendents and Assistant Superintendents</i>) - Endorsement to be added to PEL upon successful completion of requirements in Section 33, or - has completed a comparable approved program in another state or country or holds a comparable certificate or license issued by	25.365 Endorsement for Director of Special Education a) shall hold a master’s degree or equivalent; b) each candidate shall 1) have completed an Illinois program approved for the preparation of directors of special education or a comparable approved program specific	25.337: Principal Endorsement - Must hold a PEL - Each candidate shall have <u>four years</u> of teaching in a public school or nonpublic school recognized by the State Board of Education. 30.70 Candidate Selection a) Holds either:

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	<p>coursework in an Illinois program approved for the preparation of school business officials or a comparable approved program in another state or country or hold a comparable certificate or license issued by another state or country and either have:</p> <p>1) <i>two years' full-time administrative experience in school business management</i> ; or</p> <p>2) <i>two years of university-approved practical experience.</i></p> <p>c) Each candidate whose master's degree was earned in <i>business administration, finance, or accounting</i> shall complete <i>an additional six semester hours of internship in school business management from a regionally accredited institution of higher education</i> 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</p>	<p>another state or country - beginning July 1, 2013, each candidate shall hold an Illinois professional educator license and have two years of experience working full-time as a principal, director of special education or chief school business official either:</p> <p>30.60 Candidate Selection</p> <p>a) Holds a valid and current Illinois professional educator license endorsed in general administrative, principal, chief school business official or director of special education.</p> <p>b) Have at least two years' full time administrative or supervisor experience in a public school district or nonpublic school recognized in accordance with 23 Ill. Adm. Code 425 on one of the following endorsements to the professional educator license or, for out-of-state candidates, the requisite experience while holding a certificate or license that is comparable to the respective Illinois credential: 1) General Administrative; 2) Principal; 3) Director of Special Education; or 4) Chief School Business Official.</p> <p>c) Passage of the test of basic skills</p> <p>d-f) Portfolio submission</p>	<p>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:</p> <p><i>A) special education law;</i></p> <p><i>B) special education finance;</i></p> <p><i>C) supervision of programs for children with disabilities; and</i></p> <p><i>D) cross-categorical special education methods;</i></p> <p>or</p> <p>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 of Education at any time; or</p> <p>3) submit, along with the application for the endorsement and the applicable fee, evidence of holding an administrative certificate or a professional</p>	<p>1) a valid and current Illinois professional educator license endorsed in a teaching field (<i>i.e., early childhood, elementary, secondary, special K-12 or special preschool-age 21</i>) or, until June 30, 2019, endorsed in a school support personnel area (<i>i.e., school counselor, school psychologist, speech language pathologist (non-teaching), school nurse, school social worker, school marriage and family counselor</i>); or</p> <p>2) a valid and current teaching or, until June 30, 2019, school support personnel, certificate, license or endorsement issued by another state authorizing employment in an out-of-state public school or in an out-of-state nonpublic school meeting out-of-state recognition standards</p> <p>b) Passage of the test of basic skills</p> <p>c-e) Portfolio submission</p>
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	<p>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.</p> <p>d) must pass applicable content-area test, as well as the test of basic skills.</p>		<p>educator license endorsed for an administrative position and having completed 30 semester hours of coursework, distributed as specified in this subsection (b)(3) of 25.365.</p> <p>c) Each candidate shall have two years' full-time experience providing special education services;</p> <p>d) Must pass the test of basic skills pursuant to 25.720.</p>	
Program Endorsement Areas	<ul style="list-style-type: none"> • Endorsement for CSBO 	<ul style="list-style-type: none"> • Endorsement for Superintendent 	<ul style="list-style-type: none"> • Endorsement for Dir. of Special Education 	<ul style="list-style-type: none"> • Principal endorsement