

# Alternative Licensure; Entitlements - 'Pre-Completion' (PC) vs. 'Completed Program' (CP); How to Submit a New Program; Annual Reporting; and Title II

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**FALL 2015**  
**ILLINOIS STATE BOARD OF EDUCATION**  
**CENTER FOR EDUCATOR EFFECTIVENESS**

**WEBINAR 8**

# Entitlement Notifications in ELIS

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- We kindly request that licensure officers mark each candidate at the beginning of the program as “not completed” by using the entitlement wizard. By taking this action, the candidate’s ELIS account will be in “pre-completion” (PC) status and he/she will be unable to apply for a license through ISBE evaluation. *The beginning of the program generally means when the candidate has been admitted to the preparation program or has successfully passed a test of basic skills\*.*
  - ✦ This action will prevent duplicate applications and the transfer of fees.
  - ✦ It will also prevent delays in obtaining licensure.

*\*Defined as the TAP, ACT Plus Writing, SAT or OOS test of basic skills used for licensure in another state*

# Alternative Educator Licensure Program for Teachers

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**ILLINOIS SCHOOL CODE 105 ILCS 21B-50  
AND  
23 ILLINOIS ADMINISTRATIVE CODE 25.60**

# Alternative Educator Licensure Program For Teachers

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- May be offered by a recognized institution approved to offer educator preparation programs.
- Programs must be presented to and approved by the SEPLB prior to implementation.
  - For technical assistance in the development of your proposal, please contact your preparation liaison: Seth ([smernaug@isbe.net](mailto:smernaug@isbe.net)) or Tina ([cdimmitt@isbe.net](mailto:cdimmitt@isbe.net)).
- Any program offered by a not-for-profit entity must also be approved by the Board of Higher Education.
- Candidates will be held to the new requirements once admitted to the approved program.

# Alternative Educator Licensure Program For Teachers – Four (4) Phase Program

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The program shall be comprised of four (4) phases:

**Phase 1:** A course of study that at a minimum includes instructional planning; instructional strategies, including special education, reading, and English language learning; classroom management; and the assessment of students and use of data to drive instruction.

**Phase 2:** A year of residency, which is an educator's assignment to a full-time teaching position or as a co-teacher for one full school year. The educator must hold an Educator License with Stipulations with an alternative provisional educator endorsement in order to enter the residency and must complete additional program requirements that address required State and national standards, pass the edTPA before entering the second residency year, as required under phase (3) of this subsection (b), and be recommended by the principal and program coordinator to continue with the second year of the residency.

# Alternative Educator Licensure Program For Teachers

## – Four (4) Phase Program (continued)

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**Phase 3:** A second year of residency, which shall include the educator's assignment to a full-time teaching position for one school year. The educator must be assigned an experienced teacher to act as a mentor and coach the candidate through the second year of residency.

**Phase 4:** A comprehensive assessment of the educator's teaching effectiveness, as evaluated by the principal and the program coordinator, at the end of the second year of residency. If there is disagreement between the 2 evaluators about the educator's teaching effectiveness, the educator may complete one additional year of residency teaching under a professional development plan developed by the principal and preparation program. At the completion of the third year, the educator must have positive evaluations and a recommendation for full licensure from both the principal and the program coordinator or no Professional Educator License shall be issued.

# Alternative Educator Licensure Program for Teachers – Requirements

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- Complete a preparation program (32 semester hours in an area of specialization or a major in the field as identified by the accredited institution) that ensures candidates meet the Illinois Professional Teaching Standards and the applicable content-area standards, and includes coursework addressing *the psychology of, the identification of, and the methods of instruction for the exceptional child, including without limitation the learning disabled child and methods of reading and reading in the content area.*
- If the educator does not have a major in one of the listed content areas, transcripts need to be submitted and approved by ISBE prior to admission to the program.
- Complete field experiences prior to first year of residency.
- Take and pass the test of basic skills\* and the content area test(s) prior to admission to the program.
- There is no student teaching. Candidates engage in full-time teaching as a teacher of record or co-teacher.
- Year 1 of Residency Requirements
  - Candidate must apply for and be issued an Educator License with Stipulations endorsed for an alternative provisional educator and complete program coursework.
- Year 2 of Residency Requirements
  - Candidate must complete additional program coursework, pass the edTPA (beginning September 1, 2015), and be recommended for the second year of residency by the program.

*\*Defined as the TAP, ACT Plus Writing, SAT or OOS test of basic skills used for licensure in another state*

# Alternative Educator Licensure Program for Teachers – Requirements (continued)

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## **Residency requirements:**

- Provide **two years** of residency during which the educator is assigned to teach full time for two school years as the teacher of record or a co-teacher.
  - During the first school year of the residency, the program shall assign a mentor to each educator. The mentor shall:
    - ✦ hold a professional educator license and be employed by the school district where the educator is serving his or her residency;
    - ✦ have three years of full-time teaching experience in the 10 years immediately preceding his or her assignment as a mentor; and
    - ✦ have achieved a performance evaluation rating of proficient or higher in his or her two most recent evaluations.
  - During the second year of residency, the program shall assign a teacher who meets the requirements (of the above first school year of residency) to serve as a coach for each candidate, providing consultation and support, as needed.



# Alternative Educator Licensure Program for Teachers – Requirements (continued)

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- Involve a partnership of the institution or not-for-profit entity offering the alternative educator program with a public school district or nonpublic school.
  - Candidates also may serve:
    - ✦ in the case of early childhood endorsements, in a position for which a professional educator license endorsed for early childhood is required pursuant to the rules of the State Board of Education at 23 Ill. Adm. Code 235 (Early Childhood Block Grant); **OR**
    - ✦ 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 School Code [105 ILCS 5/14-7.02] and 23 Ill. Adm. Code 401 (Special Education Facilities Under Section 14-7.02 of the School Code); **OR**
    - ✦ in a charter school.

# Alternative Educator Licensure Program for Teachers – Requirements (continued)

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- At the conclusion of the second year of residency, each program shall administer a comprehensive assessment to gauge the candidate's teaching effectiveness that is conducted by the principal 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.

# Educator License with Stipulations endorsed for Alternative Provisional Educator Endorsement – ELS(APE)

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- Valid for two years of teaching but may be renewed for a third year to complete phase 4.
- This endorsement will be issued only once to an individual.
- The institution offering the program must partner with a school district or a State-recognized non-public school.
- The program must demonstrate that supports—such as mentoring—are being provided during the residency period.

# Educator License with Stipulations endorsed for Alternative Provisional Educator Endorsement – ELS(APE) (continued)

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- The endorsement may only be issued when the following requirements have been met:
  - Graduated from a regionally accredited institution with a **bachelor's degree or higher**;
  - Document a cumulative GPA of 3.0 or greater on a 4.0 scale or the equivalent on another scale;
  - Have completed a major in the content area if seeking a middle or secondary level endorsement, or if seeking an early childhood, elementary, or special education endorsement has completed a major in the content area of reading, English/language arts, mathematics, or one of the sciences.

*(continued on next slide)*

# Educator License with Stipulations endorsed for Alternative Provisional Educator Endorsement – ELS(APE) (continued)

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- Successfully completed phase 1.
- Successfully completed a course of study that, at minimum, includes instructional planning; instructional strategies, including special education, reading; and English language learning; classroom management; and the assessment of students and use of data to drive instructions; AND
- Take and pass the test of basic skills\* and content-area test(s) required for the specific endorsement. ***(required for program admission)***
- As of July 1, 2013, a Professional Educator License will be issued upon completion of the second year of internship IF the individual meets the requirements for the license. Please review 105 ILCS 5/21B-20. Of particular note: individuals must have completed coursework in the psychology of, the identification of, and the ***methods*** of instruction for the exceptional child and coursework in both reading and reading in the content area.

***\*Defined as the TAP, ACT Plus Writing, SAT or OOS test of basic skills used for licensure in another state***

# Alternative Educator Licensure Program for Teachers – Candidate Qualifications

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- In order to participate in the first year of residency, the educator shall:
  - apply for an educator license with stipulations endorsed for provisional alternative educator (valid for 2 years but may be renewed for a third year if needed to complete the Alternative Educator Licensure Program for Teachers). *The endorsement shall be issued only once.*
    - ✦ Has graduated from a regionally accredited college or university with a bachelor's degree or higher.
    - ✦ Has a cumulative grade point average of 3.0 or greater on a 4.0 scale or its equivalent on another scale.
    - ✦ Has completed a major in the content area if seeking a middle or secondary level endorsement or, if seeking an early childhood, elementary, or special education endorsement, has completed a major in the content area of reading, English/language arts, mathematics, or one of the sciences. If the individual does not have a major in a content area for any level of teaching, he or she must submit transcripts to the State Superintendent of Education to be reviewed for equivalency.
    - ✦ Has successfully completed phase (1) of subsection (b) of this Section.
    - ✦ Has passed a test of basic skills and content area test required for the specific endorsement for admission into the program, as required under Section 21B-30 of this Code.

~AND~

- completion the course of study; in addition, must include coursework addressing *the psychology of, the identification of, and the methods of instruction for the exceptional child, including without limitation the learning disabled child and methods of reading and reading in the content area.*

# Alternative Educator Licensure Program for Teachers – Candidate Qualifications (continued)

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- In order to participate in the second year of residency, the educator shall:
  - complete any additional coursework relative to the standards set forth in 23 Ill. Adm. Code 24 (Standards for All Illinois Teachers) and the content-area standards for the teaching field of the endorsement, as required under Section 25.115(e);
  - pass the edTPA, except that candidates beginning their second year of residency in the 2015-16 school year shall be required to pass the edTPA during that year; **and**
  - be recommended for second year of residency in accordance with the program's process (*the process and criteria to be used by the principal of the school where the candidate is placed and the program coordinator to recommend the candidate's placement in a second year of residency*).



# Alternative Licensure Program For Teachers – Quick Review

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- Alternative educator preparation refers to completing licensure requirements through a state-approved, two-year alternative licensure program. The program consists of an intensive course of study and two years of residency in which the educator teaches full time as a teacher of record or a co-teacher.
- During the first year of residency, the educator shall be assigned a mentor. During the second year of residency, the program shall assign a teacher to serve as a coach for each educator, providing consultation and support as needed. At the conclusion of the second year of residency, a comprehensive assessment will be conducted to determine if the educator is prepared for licensure. A professional educator license is awarded at the end of successful program completion.
- For an educator to enroll in an alternative program, they must already **hold a bachelor's degree and pass an Illinois test of basic skills and the applicable content test.**



# Alternative Route to Teacher Certification

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**ILLINOIS SCHOOL CODE**  
**105 ILCS 5/21-5C**

# Alternative Route to Teacher Certification

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- As of December 31, 2012, ISBE no longer accepts applications for the programs described in Section 25.67. *This is the “old” alternative program.*
- Individuals must complete all coursework prior to **January 1, 2016.**
- Entitlement for PEL must occur before **September 30, 2016.**

# Resident Teacher Endorsement

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**ILLINOIS SCHOOL CODE**  
**105 ILCS 21B/-20 (D)**

# ELS(PEDU) endorsed for Resident Teacher Endorsement – Requirements

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- Graduated from a regionally accredited institution with a bachelor's degree.
- Enrolled in an approved Illinois educator preparation program; in addition, must include coursework addressing *the psychology of, the identification of, and the methods of instruction for the exceptional child, including without limitation the learning disabled child and methods of reading and reading in the content area.*
- Take and pass the test of basic skills\* and the applicable content-area test(s).
- May teach only under the direction of a fully licensed teacher who will act as a mentor.
- May **not** teach in place of a licensed teacher.
- Valid for **four** years of teaching and shall not be renewed.

*A resident teacher endorsement on an ELS(PEDU) shall no longer be valid after June 30, 2017.*

*\*Defined as the TAP, ACT Plus Writing, SAT or OOS test of basic skills used for licensure in another state*

## ENTITLEMENTS

**‘Pre-Completion’  
(PC)**

**vs.**

**‘Completed  
Program’ (CP)**

- A step-by-step instructional guide to assist all licensure officers with entering entitlements will be posted on the Preparation and Evaluation website, under Information for Higher Education  
→ General Information:  
<http://www.isbe.net/licensure/html/higher-education.htm>.

# How to Submit a Program for Approval

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**23 ILLINOIS ADMINISTRATIVE CODE PART 25  
SECTION 25.145 APPROVAL OF NEW PROGRAMS  
WITHIN RECOGNIZED INSTITUTIONS**

# Approval of New Programs Within Recognized Institutions

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- The institution shall submit to the State Superintendent of Education a program proposal showing how each proposed program meets the applicable professional education and content-area standards established by the State Board of Education, by meeting the following requirements:
  - 1) **A description of the program's alignment with the unit's conceptual framework.**
  - 2) A description of the criteria for admission to, retention in, and exit from the program, including the required GPA and minimum grade **requirements. Information concerning how the program's key assessments are derived from the unit's assessment system. (25.140)**
  - 3) A description of how data about program candidates and completers will be used as part of the assessment system.

# Approval of New Programs Within Recognized Institutions

(continued)

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- 4) A description of program faculty members qualifications for their positions.
- 5) A description of the course of study, including required courses, State and National standards being addressed, related field experiences or clinical practices, and percentage of coursework offered online.
- 6) A description of the required field experiences and clinical practice, including criteria, measures taken to ensure placements in diverse settings and with diverse students, **and program's requirements for faculty supervision of these experiences.**



# Approval of New Programs Within Recognized Institutions

(continued)

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- 7) A description of the key assessments required of candidates per 25.142, include:
  - A. the specific standards described in Section 25.145(a)(1) through (5) ***Teacher Preparation Programs***, or in Section 25.145(b)(1) through (5) ***Programs for Administrators and School Support Personnel***.
  - B. a summary of findings based on data from all the assessments described above, as well as from the applicable content-area test identified in Section 25.710, and from the APT, if applicable.
  - C. **a discussion of how the assessment data demonstrates candidates' mastery** of the identified standards.
- 8) A description of information related to two or three additional assessments that address relevant standards, if unit desires to include this information.
- 9) A description of the need for this type of endorsement, including evidence of a shortage of these types of educators.

# Approval of New Programs Within Recognized Institutions

(continued)

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- After consideration of the proposal, the SEPLB shall convey to the State Superintendent its recommendation that the State Board of Education:
  - 1) Approve the proposed educator preparation program(s), thereby authorizing the unit to conduct the program(s) and to recommend candidates for licensure by entitlement; or
  - 2) Deny approval of the proposed program(s), thereby prohibiting the conduct of the affected program(s).
- Actions following upon the recommendation of the SEPLB to the State Superintendent of Education are addressed in Section 25.160.
- If you need assistance as you prepare your proposal, please contact your ISBE preparation liaison: Seth ([smernaug@isbe.net](mailto:smernaug@isbe.net)) or Tina ([cdimmitt@isbe.net](mailto:cdimmitt@isbe.net)).

# Annual Program Reporting

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**23 ILLINOIS ADMINISTRATIVE CODE PART 25**  
**SECTION 25.115 h) RECOGNITION OF INSTITUTIONS AND**  
**EDUCATIONAL UNITS, AND APPROVAL OF PROGRAMS**

# Annual Program Reporting

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The following procedures apply to the submission, by the recognized educational unit, of a separate annual program report for each approved program per 23 IAC ***Section 25.115(h)***.

- Annual Program Report, in a format defined by the State Superintendent of Education, must be submitted to the State Superintendent no sooner than October 1 and no later than November 30, and shall:
  - 1) Update any information previously provided;
  - 2) **Summarize data about the program's overall structure, faculty, and candidates, and the results of various assessments:**
    - A. If, in each of the three preceding years, a minimum of 80% of the teacher preparation program completers have passed the content-area test and APT, the institution shall be deemed to be adequately addressing the Standards for All Illinois Teachers (23 IAC Section 24);

# Annual Program Reporting

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- B. If, in each of the three preceding years, a minimum of 80% of the administrative endorsement completers have passed the applicable content-area tests, the institution shall be deemed to be adequately addressing the Standards for All Illinois Teachers or the Educational Leadership Policy Standards (ISLLC 2008), as applicable;
- C. Beginning with reports submitted in October 2016, if at least 80% of candidates during their student teaching experience pass the edTPA, the institution shall be deemed to be adequately addressing the standards set forth in 23 IAC Section 25.115(e).
- as relevant, report on all approved alternative licensure programs under Sections 25.65 and 25.67 (through Dec. 31, 2014) or Section 25.60 (beginning Jan. 1, 2014), and Section 25.311 (beginning Jan. 1, 2013).

# Title II

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**INSTITUTIONS WITH TEACHER PREPARATION  
PROGRAMS ARE REQUIRED TO REPORT PASS  
RATES AND OTHER PROGRAM  
CHARACTERISTICS TO THE STATE, WHICH  
SUBMITS THIS DATA AND INFORMATION TO THE  
U.S. DEPARTMENT OF EDUCATION.**

**THE SECRETARY OF EDUCATION PREPARES AN  
ANNUAL REPORT FOR CONGRESS AND THE  
PUBLIC ON THE PREPARATION OF TEACHERS.**

# Title II – Higher Education Act

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- Institutions with teacher preparation programs will submit their annual report on pass rates and other program characteristics in late April using the secure portal on the <https://title2.ed.gov/Public/Report/StateHome.aspx> website.
- The state submits to the Department its annual report on teacher certification or licensure requirements and teacher preparation programs in late October.
- Westat, a contractor for the U.S. Department of Education, provides webinars and trainings each spring for institutional Title II coordinators.
  - Past webinars/trainings (listen to and view technical assistance webinars regarding institution and program reporting, as well as state reporting) can be found at <https://title2.ed.gov/Public/Webinars.aspx>
  - Technical assistance for Teacher Preparation Programs, States, and General Information which can be found at <https://title2.ed.gov/Public/TA.aspx>.
    - ✦ ***A Quick Start Guide to the Institution and Program Report Card Reporting System*** can be found at <https://title2.ed.gov/Public/TA.aspx>

# Conclusion

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- Thank you for attending the Fall 2015 Licensure Officer Training. We hope that the training has equipped you with the knowledge necessary to perform the very important duties of a Licensure Officer.
- Please submit your attendance verification form to Emily Fox no later than November 6, 2015. You may email the form to [efox@isbe.net](mailto:efox@isbe.net).
- Please contact your liaison when questions arise.
- Best wishes for a successful semester!