UNIVERSITY OF ILLINOIS at SPRINGFIELD
Department of Teacher Education Application

Requirements for Conditional Admission

_____ Complete an application to UIS at www.uis.edu.

_____ Complete this application for the Department of Teacher Education. Return pages 5-6 to BRK 330.

_____ Establish an ELIS account (http://www.isbe.net/ELIS/default.htm) and submit IEIN number to TEP. See page 5 to submit IEIN.

_____ Meet GPA requirements:
   • 2.50 or higher to be conditionally admitted
   • 2.75 or higher in major or area of concentration (recorded C- and below needs to be retaken)
   • 3.00 in all TEP coursework (recorded C- and below needs to be retaken)

_____ Successfully complete a criminal background check (CBI) through Accurate Biometrics. The necessary form can be found on the Teacher Education website at www.uis.edu/teachereducation. Visit the Accurate Biometrics website at www.accuratebiometrics.com for testing dates, times and locations.

_____ Schedule an advising appointment with the TEP Program Adviser
   • Heather Nielsen, Program Adviser/Licensure Officer, at hmccullo@uis.edu.

_____ Service Learning Hours - documentation of at least 1 hour working with school-age children in an educational setting.

_____ Submit official transcripts from all higher education institutions, except University of Illinois Springfield, to the Department of Teacher Education.

_____ Participate in a mandatory TEP Orientation. This will be done after other steps above are complete.
Requirements to move from Conditional to Full Admission

_____ Pass the Illinois Licensure Testing System (ILTS) Test of Academic Proficiency (TAP). Official scores must be posted to student’s ELIS account for this step to be considered complete. Information and registration procedures can be found at http://www.il. nesinc.com/. The ACT Plus Writing with a composite score of 22 may be used in lieu of the TAP. For details please see http://www.isbe.net/licensure/html/testing.htm.

_____ Meet GPA requirements:
   • 2.75 or higher to be fully admitted
   • 2.75 or higher in major or area of concentration (recorded C- and below needs to be retaken)
   • 3.00 in all TEP coursework (recorded C- and below needs to be retaken)

_____ Service Learning Hours - documentation of at least 30 hours working with school-age children in an educational setting. See Service Learning handout for further instructions.

_____ Complete DCFS and Health/Safety Trainings. These are available via TEP BlackBoard after conditional admission.

_____ Complete TEP 207, TEP 227, and TEP 222/223 (or accepted equivalents) with a “C” or higher.

_____ Complete all TEP general education requirements, except Global/Non-Western course.

NOTICE: The Department of Teacher Education has a rolling admissions policy based on UIS Change of Curriculum guidelines. Completion of the above steps will determine your semester of admission to the Department of Teacher Education; this is often a later semester than your admission to the University.

RECOMMENDED COURSE SEQUENCE

<table>
<thead>
<tr>
<th>SEMESTER</th>
<th>ELEMENTARY</th>
<th>SECONDARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>TEP 207 Foundations of American Education</td>
<td>TEP 207 Foundations of American Education</td>
</tr>
<tr>
<td></td>
<td>TEP 227/PSY 327 Education Psychology</td>
<td>TEP 227/PSY 327 Education Psychology</td>
</tr>
<tr>
<td></td>
<td>TEP 222/PSY 322 Child Development</td>
<td>TEP 223 or PSY 323 Adolescence</td>
</tr>
<tr>
<td></td>
<td>TEP 318 Curriculum, Planning, &amp; Assessment</td>
<td>TEP 224/PSY 324 Exceptional Child</td>
</tr>
<tr>
<td></td>
<td>TEP 305 Technology for Teaching</td>
<td>TEP 305 Technology for Teaching</td>
</tr>
<tr>
<td></td>
<td>TEP 224/PSY 324 Exceptional Child</td>
<td>TEP 318 Curriculum, Planning, &amp; Assessment</td>
</tr>
<tr>
<td></td>
<td>TEP 315 Classroom Management</td>
<td></td>
</tr>
<tr>
<td>Second Semester</td>
<td>TEP 423 Basic Reading &amp; Language Arts Methods*</td>
<td>TEP 419 Content Area Literacy*</td>
</tr>
<tr>
<td></td>
<td>TEP 424 Methods of Teaching Elementary Math*</td>
<td>TEP 435, 436, 437, or 438 Content Methods (Fall Semester only)*</td>
</tr>
<tr>
<td></td>
<td>TEP 425, Methods of Teaching Elementary Social Studies &amp; Humanities*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>TEP 426, Elementary Science Methods*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>UNI 210 Wellness for Elementary Teachers</td>
<td></td>
</tr>
<tr>
<td>Third Semester</td>
<td>TEP 401 Middle School Concepts* (if needed)</td>
<td>TEP 401 Middle School Concepts*</td>
</tr>
<tr>
<td></td>
<td>TEP 401, Middle School Concepts*</td>
<td>TEP 315 Classroom Management</td>
</tr>
<tr>
<td></td>
<td>TEP 425, Methods of Teaching Elementary Social Studies &amp; Humanities*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>TEP 426, Elementary Science Methods*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>UNI 210 Wellness for Elementary Teachers</td>
<td></td>
</tr>
<tr>
<td>Fourth Semester</td>
<td>TEP 448 Student Teaching Seminar</td>
<td>TEP 449 Student Teaching Seminar*</td>
</tr>
<tr>
<td></td>
<td>TEP 450 Student Teaching*</td>
<td>TEP 451 Student Teaching*</td>
</tr>
<tr>
<td></td>
<td>Must enroll concurrently in TEP 448/450</td>
<td>Must enroll concurrently in TEP 449/451</td>
</tr>
<tr>
<td>Clinical Practice Semester</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*To register for these courses a candidate must be fully admitted to the Department of Teacher Education.
GENERAL EDUCATION REQUIREMENTS

Candidates in teacher education are expected to possess general education knowledge, including knowledge related to the arts, communications, history, literature, mathematics, and science. Candidates in the Department of Teacher Education at UIS are required to meet general education requirements beyond those of the University and should consult with their TEP advisers in order to fulfill these requirements. All general education requirements for TEP must have an earned grade of “C” or higher to be counted toward licensure requirements. Also, all general education coursework required by TEP, with the exception of global/ECCE requirement, must be completed for full admission to the program. Full admission is required to enroll in any methods course.

TESTING

Teacher Education candidates should identify UIS as the institution to receive test scores for the Test of Academic Proficiency, Content Area Test and the Assessment for Professional Teaching Test. Registration and other information about the Illinois Licensure Testing System can be found at http://www.il.nesinc.com/.

1. The Test of Academic Proficiency (TAP) is required for admission to the Teacher Education Program. If you are interested in using the ACT Plus Writing in lieu of the TAP test, please consult the Initial Adviser.

2. The Content Area Test must be passed prior to the clinical practice semester. It is recommended by the Department of Teacher Education that content tests not be taken until candidates are enrolled in 400 level methods courses.

3. The Assessment for Professional Teaching (APT) must be passed prior to licensure. The APT should be taken the semester before or during the clinical practice semester.

4. The edTPA must be passed during the clinical practice semester as determined by ISBE policy.

PRE-CLINICAL HOURS

All methods courses (TEP 423, 424, 425, 426, 401, 419, 435, 436, 437, and 438) have 30-40 hours each of school classroom pre-clinical work per course. Placement requests for methods courses are completed and submitted with special approval by the Department. Candidates must complete a minimum of 120 pre-clinical hours. Candidates should not arrange their own placements or contact districts without the consent of the Department of Teacher Education.

CLINICAL PRACTICE

A candidate must apply for Clinical Practice (student teaching) during the first two weeks of the semester prior to the semester in which she or he intends to student teach. Directions are posted each semester on the TEP Student Blackboard. An advising session with your TEP faculty advisor is required to apply for clinical practice.

PRE-CLINICAL/CLINICAL PRACTICE POLICY

It is the policy of the Department of Teacher Education (TEP) to place students for field experience and student teaching in school districts located in Central Illinois. TEP retains the right to not assign a student for field experiences or student teaching to a school from which he or she graduated, has been employed or has immediate family members employed or enrolled. Candidates should not contact schools, districts, or individuals to arrange placements. All preclinical and clinical placements are arranged by UIS staff.
*This page left intentionally blank*
NAME: ______________________________________________________________________________

LAST       FIRST       MI

ADDRESS: __________________________________________________________________________

STREET OR BOX

________________________________________________________________________

CITY       STATE       ZIP

TELEPHONE: ________________________________________________________________________

HOME       WORK       CELL

EMAIL: ___________________________________________________________________________

UIN:________________________________________ UIS NET ID:___________________________________

IEIN:________________________________________ DATE ADMITTED TO UIS:_______________________

CLASSIFICATION: _____FRESHMAN _____SOPHOMORE _____JUNIOR _____SENIOR

_____NON-DEGREE SEEKING

PREVIOUSLY ATTENDED COLLEGES/UNIVERSITIES:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Degree</th>
<th>Dates attended</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Institution</th>
<th>Degree</th>
<th>Dates attended</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

LEVEL OF TEACHING LICENSURE YOU PLAN TO PURSUE:

_____Elementary

_____Secondary – If you indicate secondary, please also select the content area below

_____English      _____Mathematics      _____Biology      _____Chemistry

_____History      _____Political Science      _____Sociology/Anthropology

PRE-CLINICAL INFORMATION RELEASE
TEP has been asked in the past to release information about candidates to obtain pre-clinical placements. Do you grant permission to TEP to confirm or deny background check compliance and good standing in TEP to obtain a pre-clinical placement for any methods courses you may have requested?

If so, Please initial the following to provide consent:

_____ Background check information
(Initial)

_____ Current standing within TEP
(Initial)

SERVICE LEARNING

I have completed or will complete my 30 hours of service learning with the following school/agency:

_____________________________________________________________________________________
(Please write in the school/agency where you have completed or plan to complete your service learning hours)

LEGAL ISSUES/LICENSURE NOTIFICATION

Individuals seeking a teaching, school service personnel, or administrative licensure in the State of Illinois are hereby advised that certain convictions may prohibit licensure and/or employment in Illinois public schools. It is the responsibility of the candidate to examine school code requirements regarding licensure and employment (see School Code: 105 ILCS 5/21-23, 10-21.9, at www.ilga.gov).

Candidates are hereby advised to disclose any prior convictions on felony questionnaires and the licensure application. Failure to do so may result in the non-issuance or revocation of a license in the State of Illinois. Individuals are advised to seek legal counsel concerning all convictions, including any expunged, whereby licensure and/or employment may be prohibited in Illinois public schools.

Name of Candidate (please print legibly) Signature of Candidate

________________________________________
Date

I verify that I understand and will comply with the Department requirements listed here.

Candidate’s Signature _______________________________ Date_____________

Received & Accepted by Initial Adviser on ________________

IMPORTANT: This application (pgs. 5-6) and copies of ALL transcripts must be submitted to Heather Nielsen at the address below via US mail or in person. Please do not submit electronically via fax, scan, email, etc. If you have any questions regarding the completion of this application email hmccullo@uis.edu.

NOTE: If you are not admitted to the Teacher Education Program within eight months of submitting this document, it will be shredded and you will need to resubmit all documentation.

Department of Teacher Education
University of Illinois Springfield
One University Plaza
MS BRK 330
Springfield, IL 62703-5407