

# Benedictine University's School of Education

## Teacher Education Program Checkpoints

**Please note that any course required for licensure requires a grade of C or better at degree/licensure completion. A grade of C- is below C. There is no limit to the number of times one may take any state exam.**

### **Checkpoint 1 – Pre-Admission to TEP: (30 or more credits)**

Checkpoint 1 is designed to ensure that each candidate has met the prerequisites necessary to begin their application to the Teacher Education Program.

- National and state background check clearance:
- Fingerprint based criminal history records check (as required by BU or the school district) Please refer to the following link for instructions. <http://www.isp.state.il.us/docs/5-727.pdf>.
  - Check of the Statewide Sex Offender Database: [www.CastleBranch.com](http://www.CastleBranch.com) and enter package code: **BC93**
  - Statewide Child Murderer and Violent Offender Against Youth Database ([www.CastleBranch.com](http://www.CastleBranch.com) and enter package code: **BC93**)
  - IL Department of Children and Family Services (DCFS) <https://mr.dcfstraining.org/UserAuth/Login!loginPage.action>
  - Completion of Protecting All God's Children Workshop (Catholic Schools Requirement)  
*Each of the above must be completed prior to the beginning of preclinical experiences.*
- Completion of the Basic Skills Requirements
  - WRIT 101-Writing Colloquium                      SPCH 110-Speech Communication
  - WRIT 102-Research Writing                      MATH 110-College Algebra (or another approved course)
- EDUC 207-Introduction to Education
- Establish Educator Licensure Information System (ELIS) (unless an account has already been created for you by taking an Illinois Licensure Testing System (ILTS) exam). (<https://www.isbe.net/Pages/Educator-Licensure-Information-System.aspx>)
- Eligibility for EDUC 200-Preclinical Level 1
  - Non-Transfer Students: Basic Skills Requirements and pass minimum of two subtests of the Test of Academic Proficiency (TAP) or passage of ACT/SAT Plus Writing in lieu of TAP (<https://www.isbe.net/Documents/act-sat-testing-in-lieu-of-tap.pdf>)
  - Transfer Students: Basic Skills Requirements and pass minimum of two subtests of the TAP (TAP exception at the discretion of the Director/Chair) or passage of ACT/SAT Plus Writing in lieu of TAP (<https://www.isbe.net/Documents/act-sat-testing-in-lieu-of-tap.pdf>)
  - **ACT Prior to 9/1/15**-Composite score of 22 or higher and a minimum score of 19 on the combined English/Writing portion. (<https://www.isbe.net/Documents/act-sat-testing-in-lieu-of-tap.pdf>)
  - **9/1/15 – 9/10/16** – Composite score of 22 or higher and a minimum score of 16 on the writing portion
  - **After 9/10/16** – Composite score of 22 and a minimum of 6 on the writing test
  - **SAT Prior to 3/5/16** – Composite score of 1030 (critical reading + mathematics = 1030 or higher) and a minimum of 450 on writing
  - **After 3/5/16** – Composite score of 1110 or higher) and a minimum score of 26 on writing and language.

### **Checkpoint 2 – Admission to TEP: (60 or more credit hour)**

Checkpoint 2 is designed to ensure that each candidate has met the prerequisites necessary to complete their application for admission to the Teacher Education Program.

- Successful completion of Checkpoint 1
- TAP passed or evidence of acceptance by ISBE of ACT or SAT in lieu of TAP
- File formal application for Admission to TEP (<http://www.ben.edu/college-of-education-and-health-services/TEP/index.cfm>) which requires:
  - EDUC 200-Preclinical Level 1
  - EDUC 205-Educational Foundations
  - EDUC 210-Educational Psychology
  - EDUC 260-Educating Students with Exceptionalities
- Successful Ratings on Professional Behaviors/Dispositions; any ratings below three will require a plan for professional growth. Ratings for Professional Behaviors/Dispositions will occur in all courses, all preclinical experiences, and student teaching.
- Cumulative GPA of 2.75
- Major GPA of 3.00

### **Checkpoint 3 – Advancement in TEP: (75 or more credit hours)**

Checkpoint 3 is designed to ensure that each candidate has met the prerequisites necessary to advance in the Teacher Education Program and apply for student teaching.

- Successful completion of Checkpoint 2
- Submit application for student teaching
- Completion of Math 112- Mathematics for Elementary Teachers 1 & Math 222 – Mathematics for Elementary Teachers 2 for Elementary Education Majors
- Cumulative GPA of 2.75
- Major GPA of 3.00
- Successful Ratings on Professional Behaviors/Dispositions; any ratings below three will require a plan for professional growth. Ratings for Professional Behaviors/Dispositions will occur in all courses, all preclinical experiences, and student teaching.

### **Checkpoint 4 – Admission to Student Teaching: (90 or more credit hours)**

Checkpoint 4 is designed to ensure that each candidate has met the prerequisites necessary to advance in the Teacher Education Program and to be admitted to student teaching.

- Successful completion of Checkpoint 3
- National and state background check clearance:
  - Fingerprint based criminal history records check (as required by BU or the school district)
  - Check of the Statewide Sex Offender Database ([www.CastleBranch.com](http://www.CastleBranch.com) and enter package code: **BC93**)
  - Statewide Child Murderer and Violent Offender Against Youth Database
  - ([www.CastleBranch.com](http://www.CastleBranch.com) and enter package code: **BC93**)
  - IL Department of Children and Family Services (DCFS) Mandatory Reporting of Abuse and Neglect
  - Basic physical exam as required
- Completion of any additional student teaching requirements of the placement district
- Passage of applicable content area test (s) prior to student teaching. The student teaching application will not be processed until the application content area test (s) has been passed. This may result in a delay of the student teaching experience.

- Cumulative GPA of 2.75
- Major GPA of 3.00
- Passage of applicable content area test prior to student teaching
- Successful Ratings on Professional Behaviors/Dispositions; any ratings below three will require a plan for professional growth. Ratings for Professional Behaviors/Dispositions will occur in all courses, all preclinical experiences, and student teaching.
- Application for graduation submitted to Registrar's office. <http://www.ben.edu/registrar/index.cfm>

**Checkpoint 5 – Degree and Program Completion:** *(105 or more credit hours)*

Checkpoint 5 is designed to ensure that each candidate has met all requirements for degree and program completion.

- Successful completion of Checkpoint 4
- Completion of Student Teaching experience with grade of C or better
- Successful passage of edTPA requirements
- Successful Ratings on Professional Behaviors/Dispositions; any ratings below three will require a plan for professional growth. Ratings for Professional Behaviors/Dispositions will occur in all courses, all preclinical experiences, and student teaching

**Checkpoint 6 – Program Exit and Licensure:** *(120 or more credit hours)*

Checkpoint 6 is designed to ensure that each candidate has been issued a Professional Educator License (PEL)

- Successful completion of Checkpoint 5
- Apply for and register license through ELIS: (<https://www.isbe.net/Pages/Educator-Licensure-Information-System.aspx>)