

# School of Education

## Teacher Education Program Checkpoints

***Please download the Teacher Education Program Checkpoints as a reference for completing this form. <http://www.ben.edu/college-of-education-and-health-services/school-of-education/admission-to-teacher-education.cfm> ---Once you have completed this form online, please take it with you to your advising session.***

**Date**

**Student's Last Name**

**Student's First Name**

**Student Number**

**Anticipated date of Graduation**

**Only complete the items in the checkpoints that have been completed. If you have completed the item, then do not type in an anticipated date of completion.**

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

**Date Completed**

**Anticipated Date  
of Completion**

Fingerprint based criminal history records:  
Benedictine Univ Police Department and/or  
assigned school district

Statewide Sex Offender Database:  
www.CastleBranch.com (Enter package code  
BC93)

Statewide Child Murderer and Violent Offender  
Against Youth Database  
www.CastleBranch.com (Enter package code  
BC93)

IL Department of Children and Family Services  
(DCFS) Mandatory Reporting  
[https://mr.dcfstraining.org/UserAuth/Login!  
loginPage.action](https://mr.dcfstraining.org/UserAuth/Login!loginPage.action)

Protecting All God's Children Workshop  
www.virtus.org/virtus

Basic Skills Requirements:  
WRIT 101-Writing Colloquium

Basic Skills Requirements:  
WRIT 102-Research Writing

Basic Skills Requirements:  
SPCH 110-Speech Communication

Basic Skills Requirements:  
MATH 110-College Algebra (or another approved  
course)

EDUC 207-Introduction to Education

Establish Educator Licensure Account on the State System (ELIS)

<https://www.isbe.net/Pages/Educator-Licensure-Information-System.aspx>

**In the first column of boxes type the date of the test you have passed or failed. In the second column of boxes type the name of the test you will be taking.**

Pass the TAP or SAT/ACT in lieu of TAP

---

## **Checkpoint 2 - Admission to TEP (60 or more credit hours)**

Completion of Checkpoint 1:

TAP passed or evidence of acceptance by ISBE of ACT or SAT in lieu of TAP on ELIS:

<https://www.isbe.net/Pages/Educator-Licensure-Information-System.aspx>

File formal application for Admission to TEP.

<https://www.ben.edu/college-of-education-and-health-services/TEP/index.cfm?>

\*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 from courses and clinical experiences

Date of Admission to TEP

Cumulative GPA of 2.75

Major GPA of 3.00

---

---

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

Completion of Checkpoint 2:

Submitted application for student teaching  
experience:

Completion of Math 112, Math 222 (Elementary  
Education Majors

Cumulative GPA of 2.75:

Major GPA of 3.00:

Successful Ratings on Professional Behaviors/  
Dispositions from courses and clinical experiences

---

---

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

**All background check information is completed through your assigned school district.**

Completion of checkpoint 3

Passage of applicable content test(s)

Fingerprint based criminal history records check:

Statewide Sex Offender Database:  
[www.CastleBranch.com](http://www.CastleBranch.com)

IL Department of Children and Family Services  
(DCFS) Mandatory Reporting of Abuse and Neglect  
[https://mr.dcfstraining.org/UserAuth/Login!  
loginPage.action](https://mr.dcfstraining.org/UserAuth/Login!loginPage.action)

Protecting All God's Children Workshop  
[www.virtus.org/virtus](http://www.virtus.org/virtus)

Basic physical exam as required by your assigned  
school district

Completion of any additional student teaching  
requirements of the placement district

Cumulative GPA of 2.75

Major GPA of 3.00

Successful Ratings on Professional Behaviors/  
Dispositions from courses and clinical experiences

Application for graduation submitted to the  
Registrar's office

---

### **Checkpoint 5 - Admission to Student Teaching (105 or more credit hours)**

Completion of Checkpoint 4

Completion of Student Teaching experience with  
grade of C or better

Passage of edTPA

Successful Ratings on Professional  
Behaviors/Dispositions from student  
teaching experience

---

### **Checkpoint 6 - Program Exit and Licensure (120 or more credit hours)**

Successful Completion of Checkpoint 5

Apply for and register license through ELIS  
[https://www.isbe.net/Pages/Educator-Licensure-  
Information-System.aspx](https://www.isbe.net/Pages/Educator-Licensure-Information-System.aspx)

---