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**Section 25.70 Endorsement for Career and Technical Educator**

The requirements of this Section apply to individuals seeking an educator license with stipulations endorsed for career and technical educator pursuant to Section 21B-20(2)(E) of the School Code [105 ILCS 5/21B-20(2)(E)]. The requirements of this Section (except for those specific to license renewal) do not apply to provisional vocational certificates exchanged for an educator license with stipulations endorsed for career and technical educator under Section 25.15.

- a) Each applicant for an educator license with stipulations endorsed for career and technical educator shall present evidence of having completed 60 semester hours of college coursework from a regionally accredited institution, as well as evidence of having completed 2,000 hours of work experience outside the field of education in each area to be taught. The required evidence of this work experience shall be written statements from former supervisors who can be reached for verification or, in cases in which supervisors are no longer available to verify the individual's employment, affidavits by the applicant describing the work experience.
- b) Each educator license with stipulations endorsed for career and technical educator issued on or after July 1, 2013 shall be valid until June 30 immediately following five years after the license is issued (see Section 21B-20(2)(E) of the School Code). Renewal of the license after that five-year period shall be contingent upon:
  - 1) passage of the test of basic skills required under Section 21B-30 of the School Code [105 ILCS 5/21B-30] and Section 25.720 of this Part, except that individuals holding the educator license with stipulations endorsed for career and technical educator before January 1, 2015 shall be exempt from the provisions of this subsection (b)(1); and
  - 2) the licensee's fulfillment of the applicable requirements of this Section.
- c) For purposes of this subsection (c), coursework completed for license renewal purposes shall be considered "related to education" if it leads to a professional educator license or, for individuals holding a professional educator license, an endorsement on that license for the skill area of instruction, or if it relates to the field of an individual's current teaching assignment or any other field of teaching assignment. Beginning July 1, 2014, each affected licensee shall complete:
  - 1) 120 hours of professional development activities in each 5-year renewal cycle that align to the criteria set forth in Section 25.805(a); or

- 2) 60 hours of professional development activities in each 5-year renewal cycle that align to the criteria set forth in Section 25.805 for any licensee holding a current National Board for Professional Teaching Standards (NBPTS) master teacher designation.
- d) Credit for CPDUs generated for completion of activities before June 30, 2014 shall be calculated on the basis of this subsection (d). Licensees shall be responsible for completing any additional professional development activities as may be needed to reach a total of 120 clock hours before the end of their 5-year renewal cycle, as applicable. (See Section 25.800(d) and (e).)
- 1) One CPDU shall be equivalent to 1 clock hour of credit under the system to be implemented July 1, 2014.
  - 2) One semester hour of college coursework from a regionally accredited institution of higher education shall be equivalent to 15 clock hours under the system to be implemented July 1, 2014.
  - 3) Completion of any of the activities listed in Section 25.800(e) shall fulfill all or a portion of the professional development required.
- e) The provisions of Sections 25.855 and 25.865 shall apply to the awarding of credit for activities offered by approved providers, provided that:
- 1) the references to Section 21B-45 of the School Code are not applicable to the educator license with stipulations endorsed for career and technical educator; and
  - 2) references to Subpart J of this Part shall be understood as referring to this Section where necessary to the context.
- f) Each educator license with stipulations endorsed for career and technical educator shall be maintained as "valid and active" or "valid and exempt" for each school year of its validity. Periods of exemption shall be determined as discussed in Section 25.880. In addition, individuals holding the educator license with stipulations endorsed for career and technical educator who are working in a position for less than 50 percent of full-time equivalency in any particular school year *shall be considered to be exempt and shall be required to pay only the registration fee in order to renew and maintain the validity of the license* (Section 21B-45(e)(5) of the School Code).
- g) Each licensee shall:

- 1) enter into ELIS any credit earned on or after July 1, 2014, including the name of the activity completed, the date on which it occurred, the number of professional development hours received and the name of the provider prior to renewal; and
  - 2) at the time of license renewal, electronically sign a statement in ELIS, assuring that he or she has completed the professional development required to renew the license or if required as part of an appeal under Section 25.840.
- h) Beginning July 1, 2015, a licensee who fails to enter into ELIS his or her completed professional development prior to renewal shall be unable to include credit for those activities among the clock hours needed to satisfy renewal requirements.
- i) A licensee with respect to whom the State Superintendent of Education has recommended nonrenewal of the educator license with stipulations endorsed for career and technical educator due to failure to complete the professional development requirements set forth in this Section may appeal to the State Educator Preparation and Licensure Board (SEPLB) within 30 days after receipt of the notice of nonrenewal in accordance with the provisions of Section 25.840, except that references to the requirements of Section 21B-45(m) of the School Code shall not apply in the case of the educator license with stipulations endorsed for career and technical educator.
- j) Within 90 days after receiving the appeal, the SEPLB shall review the State Superintendent's recommendation regarding the renewal of the educator license with stipulations endorsed for career and technical educator and notify the affected licensee in writing as to whether his or her license has been renewed or not renewed. This notification shall be by certified mail, return receipt requested and shall occur within 30 days after the SEPLB makes its determination, subject to the right of appeal set forth in this subsection (j).
- 1) Within 60 days after receipt of an appeal filed by a licensee challenging the State Superintendent's recommendation for nonrenewal, the SEPLB shall determine whether it will hold an appeal hearing or make a determination based on the information outlined in Section 21B-45(m)(2) of the School Code. If a hearing will be held, the Board shall notify the licensee of the date, time and place of the hearing.
  - 2) The licensee shall submit to the SEPLB any additional information the Board determines is necessary to decide the appeal.

- 3) The SEPLB may request that the licensee appear before it. The licensee shall be given at least 10 days' notice of the date, time and place of the hearing.
  - 4) In verifying whether the licensee has met the renewal criteria set forth in this Section, the SEPLB shall review the recommendation of the State Superintendent and all relevant documentation.
- k) The SEPLB shall notify the licensee in writing, within 30 days after reaching a decision, as to whether the educator license with stipulations endorsed for career and technical educator has been renewed. Upon receipt of notification of renewal, the licensee shall pay the applicable registration fee for the next 5-year renewal cycle using ELIS. If the decision is not to renew the license, the notice to the licensee shall be transmitted by certified mail, return receipt requested, and shall state the reason for the decision. The decision of the SEPLB is final and subject to administrative review as set forth in Section 21B-70 of the School Code [105 ILCS 5/21B-70].
- l) An individual whose educator license with stipulations endorsed for career and technical educator is not renewed because of his or her failure to meet the requirements of this Section may renew the license once it has lapsed (i.e., on September 1 of the calendar year in which the license expired) if he or she has paid all back fees, including registration fees, owed and:
- 1) either paid the penalty or completed the coursework required under Section 21B-45 of the School Code, the latter of which shall not be counted as both satisfying the penalty and meeting the professional development owed; and
  - 2) presented evidence of having completed the balance of the professional development activities that were required for renewal of the license previously held.
- m) The provisions of Section 25.840(e) shall apply to the renewal of the educator license with stipulations endorsed for career and technical educator.
- n) An individual who performs services on an educator license with stipulations endorsed for career and technical educator and concurrently also on a professional educator license that is subject to renewal requirements shall be subject to the provisions of Subpart J.

(Source: Amended at 40 Ill. Reg. 4940, effective March 2, 2016)



**Section 25.72 Endorsement for Provisional Career and Technical Educator**

The requirements of this Section apply to individuals seeking an educator license with stipulations endorsed for provisional career and technical educator pursuant to Section 21B-20(2)(F) of the School Code [105 ILCS 5/21B-20(2)(F)].

- a) Each applicant for an educator license with stipulations endorsed for provisional career and technical educator shall present evidence of having completed 8,000 hours of work experience in the skill area for which the applicant is seeking employment. (See Section 21B-20(2)(F).) The required evidence of this work experience shall be written statements from former supervisors who can be reached for verification or, in cases in which supervisors are no longer available to verify the individual's employment, affidavits by the applicant describing the work experience.
- b) At the time application is made for the educator license with stipulations endorsed for provisional career and technical educator, the school district that will employ the individual requesting the license shall verify, in writing, to the State Superintendent that:
  - 1) the district is unable to find a qualified individual holding a professional educator license endorsed for the skill area of instruction or educator license with stipulations endorsed for career and technical educator in the skill area of instruction; and
  - 2) the current circumstances existing in the district require the employment of an individual licensed in the skill area of instruction.
- c) The educator license with stipulations endorsed for provisional career and technical educator is valid *until June 30 immediately following five years after the endorsement was issued.* [105 ILCS 5/21B-20(2)(F)]
- d) In accordance with Section 21B-20(2)(F) of the School Code, the educator license with stipulations endorsed for provisional career and technical educator shall be renewed once only for a five-year period provided that the individual seeking the renewal:
  - 1) has passed a test of basic skills, as required under Section 21B-30 of the School Code and Section 25.720 of this Part, except that individuals holding the educator license with stipulations endorsed for provisional career and technical educator before January 1, 2015 shall be exempt from the provisions of this subsection (d)(1); and

- 2) has completed a minimum of 20 semester hours of coursework from a regionally accredited institution.

(Source: Amended at 40 Ill. Reg. 12346, effective August 9, 2016)

**Section 25.75 Part-time Provisional Certificates (Repealed)**

(Source: Repealed at 37 Ill. Reg. 8379, effective June 12, 2013)



**Section 25.80 Endorsement for Part-time Provisional Career and Technical Educator**

The requirements of this Section apply to individuals seeking an educator license with stipulations endorsed for part-time provisional career and technical educator pursuant to Section 21B-20(2)(F) of the School Code [105 ILCS 5/21B-20(2)(F)].

- a) Each applicant for an educator license with stipulations endorsed for part-time provisional career and technical educator shall present evidence of having met the requirements set forth in Section 25.72(a).
- b) At the time application is made for the educator license with stipulations endorsed for part-time provisional career and technical educator, the school district that will employ the individual requesting the license shall verify, in writing, to the State Superintendent that:
  - 1) the district is unable to find a qualified individual holding a professional educator license endorsed for the skill area of instruction or educator license with stipulations endorsed for career and technical educator in the skill area of instruction; and
  - 2) the current circumstances existing in the district require the employment of an individual licensed in the skill area of instruction.
- c) The educator license with stipulations endorsed for part-time provisional career and technical educator is valid *until June 30 immediately following five years after the endorsement was issued*. (See Section 21B-20(2)(F) of the School Code.)
- d) The educator license with stipulations endorsed for part-time provisional career and technical educator may be renewed one time only upon application and payment of the fee required under Section 21B-40 of the School Code to register the license.

(Source: Old Section repealed at 29 Ill. Reg. 15831, effective October 3, 2005; new Section added at 38 Ill. Reg. 11261, effective May 6, 2014)