

**Note:** City of Chicago Residents should forward this form to the Educator Certification Division, Illinois State Board of Education, 100 North First Street, S-306, Springfield, Illinois 62777-0001. Please call 217/557-6763 for applicable fee amount.

**ILLINOIS STATE BOARD OF EDUCATION**  
 Educator Certification Division  
 100 North First Street, S-306  
 Springfield, Illinois 62777-0001



**APPLICATION FOR ENDORSEMENT OF ISSUED CERTIFICATE**

**Note:** A new certificate will not be printed if an endorsement is issued. Please check your ECS account at <http://www.isbe.net/ECS/> for updates to your file.

**Directions:** Please print or type the information requested, and sign in ink. Return this completed form to your Regional Office of Education, and include the applicable fee in the form of a cashier's check. (Contact information is in your telephone book under local or county government, or at <http://www.isbe.net/regionaloffices/pdf/roedirectory.pdf>.) Please contact your regional superintendent regarding to whom the cashier's check should be made payable. Chicago residents should mail the application and applicable fee in the form of a cashier's check, payable to the **State Superintendent of Education**, to the above address. Fees are not refundable or transferable. **You may select no more than one endorsement per application.** Choose one option. **Option VI must have the signature and seal of the institution where the approved program was completed.**

PRINT NAME (Last, First, Middle, Maiden)	SOCIAL SECURITY NUMBER	BIRTHDATE (mm/dd/yyyy)
HOME ADDRESS (Street, City, State, Zip Code)	TELEPHONE (Include Area Code)	SEX <input type="checkbox"/> Male <input type="checkbox"/> Female
	E-MAIL ADDRESS	

**I HAVE ATTENDED THE FOLLOWING INSTITUTION(S):**

DATE	INSTITUTION NAME	DEGREE TYPE	DATE DEGREE RECEIVED

INDICATE CERTIFICATE TO BE ENDORSED	CERTIFICATE NUMBER
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**CERTIFICATE KEY**

03 Elementary (K-4), (5-8) / 04 Early Childhood (Age 0-Grade 3) / 09 Secondary (6-8), (9-12) / 10 Special (K-12) / 29 Transitional Bilingual (K-12) / 75 Administrative

**OPTIONS - MARK ONE BOX.**

- I.  Endorsement on 03, 04, 09, or 10: Mark **ONE** endorsement on the second page of this form.
- II.  Endorsement of foreign language at any grade level on **03, 04, 09, or 10.**  
 Level:  K-3  K-4  K-8\*  K-12  5-8\*  9-12 Language: \_\_\_\_\_ \*Requires completion of middle school professional education courses.
- III.  Grade **9** endorsement on 03: Mark **the one** high school endorsement desired on the second page of this form.
- IV.  Director of Special Education endorsement on **75.**
- V.  LBS I approval or endorsement on **03, 04, 09, 10, or 29.**
- VI.  An Illinois institution operating an approved program must recommend applicants for endorsement for Reading Specialist, Reading Teacher (subset of Reading Specialist program), or Self-Contained General Education. (The Reading Teacher endorsement is also available by transcript evaluation; see second page of this form.) The only option for the Reading Specialist and Self-Contained General Education endorsements is grade level of the certificate. **MARK ONE BOX.**

**Institutional Verification:** The applicant has completed all statutory, regulatory, and program requirements of our approved program in:

- Reading Specialist  Reading Teacher (subset of Reading Specialist program) Level:  K-4  5-8\*  9-12
- Self-Contained General Education

\_\_\_\_\_  
*Name of Institution* *Date* *Original Signature and Seal*

**NOTE:** Applicants who knowingly alter or misrepresent their qualifications in order to obtain an endorsement shall be denied its issuance and may be subject to the suspension or revocation of all previously held certificates.

*I do hereby affirm that the information provided above and the credentials, including transcripts and other supporting documents, are true, correct and complete.*

\_\_\_\_\_  
*Date* *Original Signature of Applicant*

**REGIONAL SUPERINTENDENT**

An application and fee will be honored for one year from the date of evaluation.  
 An evaluation requires a complete set of official transcripts. Please request that the applicant submit transcripts if they have not been filed previously and also file official transcripts for any work completed since transcripts were last submitted. Transcripts must be submitted in the sealed envelope as issued by the institution. Applicants who are seeking additional endorsements, but who do not hold valid certificates, must first bring their certificates up to date before an application for an endorsed certificate will be accepted.  
*I request a review of the requested endorsement(s).*

\_\_\_\_\_  
*County* *Date* *Original Signature of Illinois Regional Superintendent*

NAME

SOCIAL SECURITY NUMBER

**MARK ONE BOX PER APPLICATION.**

**I. Primary Endorsements (03, 04, and 10)**

- \*B  Bilingual Education      ESL  English as a Second Language      \*READ  Reading Teacher
- Target Language: \_\_\_\_\_       Foreign Language \_\_\_\_\_      \*TESP  Technology Specialist
- LIS  Library Information Specialist

**II. Middle School Endorsements (03, 09, and 10)**

For approved Middle School professional education courses, see the ISBE website: [www.isbe.net/certification/middle\\_grade/msinfo.htm](http://www.isbe.net/certification/middle_grade/msinfo.htm)

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| AGED <input type="checkbox"/> Agricultural Education<br><br>ART <input type="checkbox"/> Art<br><br>*B <input type="checkbox"/> Bilingual Education<br>Target Language: _____<br><br>BISC <input type="checkbox"/> Biological Science<br>BMM <input type="checkbox"/> Business/Mktg./Mgmt.<br>COAP <input type="checkbox"/> Computer Applications<br>COSC <input type="checkbox"/> Computer Science<br>DA <input type="checkbox"/> Dance<br>ESL <input type="checkbox"/> English as a Second<br>Language | FACS <input type="checkbox"/> Family and Consumer Science<br><input type="checkbox"/> Foreign Language: _____<br><br>GESC <input type="checkbox"/> General Science<br>GGEO <input type="checkbox"/> General Geography<br>HEED <input type="checkbox"/> Health Education<br>ITE <input type="checkbox"/> Industrial Technology Education<br>LA <input type="checkbox"/> Language Arts<br>LIS <input type="checkbox"/> Library Information Specialist<br>MATH <input type="checkbox"/> Mathematics<br>MUS <input type="checkbox"/> Music | PE <input type="checkbox"/> Physical Education<br>PHSC <input type="checkbox"/> Physical Science<br>*READ <input type="checkbox"/> Reading Teacher<br>SDE <input type="checkbox"/> Safety & Driver's Education<br>SOSC <input type="checkbox"/> Social Science<br>SP <input type="checkbox"/> Speech<br>SPTH <input type="checkbox"/> Speech/Theatre<br>*TESP <input type="checkbox"/> Technology Specialist<br>(Computer Related)<br>THDR <input type="checkbox"/> Theatre/Drama |
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**III. Secondary Endorsements (09, 10, and 03 at grade 9 level)**

- |   |  |  |
|---|--|--|
| AGED <input type="checkbox"/> Agricultural Education<br><br>*B <input type="checkbox"/> Bilingual Education<br>Target Language: _____<br><br>BMC <input type="checkbox"/> Business, Marketing and<br>Computer Education<br>BMCP <input type="checkbox"/> Business Marketing and<br>Computer Ed.-Business<br>Computer Programing<br>COAP <input type="checkbox"/> Computer Applications<br>COSC <input type="checkbox"/> Computer Science<br>DA <input type="checkbox"/> Dance<br>DTA <input type="checkbox"/> Drama/Theatre Arts<br>ELA <input type="checkbox"/> English/Language Arts<br>ENL <input type="checkbox"/> English as a New Language<br>* <input type="checkbox"/> English as a New Language-<br>Bilingual Ed.: _____<br>ESL <input type="checkbox"/> English as a Second<br>Language | FACA <input type="checkbox"/> Family and Consumer Science-<br>Apparel and Textiles<br>FACL <input type="checkbox"/> Family and Consumer Science-<br>Living Environments<br>FACN <input type="checkbox"/> Family and Consumer Science-<br>Nutrition, Wellness and Hospitality<br><input type="checkbox"/> Foreign Language<br>_____<br>HEED <input type="checkbox"/> Health Education<br><br>LIS <input type="checkbox"/> Library Information Specialist<br>MATH <input type="checkbox"/> Mathematics<br>MUS <input type="checkbox"/> Music<br><br>PE <input type="checkbox"/> Physical Education<br><br>*READ <input type="checkbox"/> Reading Teacher<br><br>SDE <input type="checkbox"/> Safety and Driver's Education<br><br>*SCIB <input type="checkbox"/> Science-Biology<br><br>*SCIC <input type="checkbox"/> Science-Chemistry<br><br>*SCES <input type="checkbox"/> Science-Earth & Space Science | *SCIE <input type="checkbox"/> Science-Environmental<br>Science<br>*SCIP <input type="checkbox"/> Science-Physics<br>*SSEC <input type="checkbox"/> Social Science-Economics<br>*SSGE <input type="checkbox"/> Social Science-Geography<br>*SSHI <input type="checkbox"/> Social Science-History<br>*SSPS <input type="checkbox"/> Social Science-<br>Political Science<br>*SSPY <input type="checkbox"/> Social Science-Psychology<br>*SSSA <input type="checkbox"/> Social Science-Sociology and<br>Anthropology<br>TEED <input type="checkbox"/> Technology Education<br>(Industrial Arts)<br>*TESP <input type="checkbox"/> Technology Specialist<br>(Computer Related)<br>VART <input type="checkbox"/> Visual Arts |
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\* Endorsements marked with an asterisk require that applicants pass a content-area test for that specific endorsement.

**IV. SPECIAL CERTIFICATES (10, 73, and 03/09 resulting from a split 10).** Adding the supervising endorsement to an 03 and 09 from a split 10 requires an application for each certificate. SUPG  Supervising, Area (must be an endorsement already held): \_\_\_\_\_.