

REQUEST TO TAKE A PRECLINICAL WITHOUT COMPLETION OF TEP REQUIREMENTS

Fall 2021

The Benedictine University School of Education (SOE) Teacher Education Program Checkpoints indicate when the Illinois Licensure Testing System's (ILTS) tests required for the Teacher Education Program (TEP) need to be passed. This assessment includes SOE minimum requirements and the designated content area test. Additionally, the Education Teacher Performance Assessment (edTPA) must be passed as part of the student teaching experience to complete licensure requirements (when mandated by ISBE.) Refer to the TEP checkpoints. The checkpoints identify the current requirements to be eligible for each preclinical.

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.

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

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 & continue with PC 2 and PC3.

Checkpoint 3 & 4 – Advancement in TEP & Admission to Student Teaching:

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

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 with successful passage of edTPA requirements.

By passing the requirements at the appropriate checkpoint, a candidate is demonstrating that he/ she can complete the requirements & content tests for degree completion with licensure.

A candidate can request permission to enter a preclinical without having passed the requirements as required in the TEP checkpoints. By doing so, the candidate fully acknowledges the following:

- That he/ she is not admitted to the TEP until all admission requirements including tests are complete;
- That by his/ her choice he/ she **is classified in a non-licensure track** until the TEP requirements including the testing are met; and
- That he/ she is not guaranteed a preclinical placement without requirements being met for the specific preclinical as some school districts require that a test or minimum GPA be passed/ achieved for placement at a school in that district.

To request permission to take a preclinical without completion of all TEP benchmarked requirements, the candidate must have:

1. Completed the Basic Skills requirements with grades of C or better: (Check boxes)

- WRIT 1101
- WRIT 1102
- COMM 1110
- MATH 1110

2. Completed semester credit hours (sch):

- PC1: a minimum of 45 sch (or completed by end of term of PC1)
- PC2: a minimum of 60 sch (or completed by end of term of PC2)
- PC3: a minimum of 75 sch (or completed by end of term of PC3)

3. Have a cumulative grade points average (GPA) of 2.75 for PC1, PC2, or PC3

4. Have a major GPA (education courses) of 3.0 for PC2 or PC3

5. Email the "Request to take a Preclinical" form with the candidate's signature and advisor's approval to the department chair.

This approval can only be used for the preclinical for which permission is being requested. A new form for each preclinical for which permission is being requested must be submitted. All other guidelines as stated on the form must, likewise, be met.

I, _____ (student name and ID number) am requesting permission to take: (check box)

- EDUC 200 PC1
- EDUC 3234 PC2
- EDUC 4236 PC3
- I have met with my advisor in reference to my request to take a preclinical without the TEP benchmark requirement being met.
- I have read and accept all of the conditions in reference to taking a preclinical without completion of a test requirement.

Advisor's Signature & Date

Student's Signature & Date