

College of Education Undergraduate Candidates Admission Requirements

Admission to the College of Education is required before you enroll in more than six credits of coursework in your Education major.

Applicants need to visit the College of Education Website: www.neiu.edu/~edudept in order to print necessary forms and detail information

REQUIREMENT

Completed Application Form

Copy of Declaration of Major and Illinois Certification Testing System Basic Skills Test - Passing Score results (Not required for Inner City Studies or HRD)

Sealed Instructor's Recommendation Form

2.5 Cumulative GPA on 4.0 scale

"C" or better in: English 101, and at least one college level Math course leading to NEIU math competency

30 Semester Credits at NEIU or Transfer credits

Fingerprint-based background check report (Not required for HRD and Inner City Studies)

DOCUMENTATION NEEDED

Click [here](#) to obtain an application.

See your program advisor to declare your major. Submit your Basic Skills Test report copy to your advisor who will attach it to your major declaration and forward it to the COE office.

Click [here](#) to obtain form.

Follow directions on recommendation form, and submit in sealed envelope with professor's signature on seal with your application

NEIU unofficial transcript or Transfer Evaluation of Credits

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Click here to obtain form and list of vendor.

STATE OF ILLINOIS TESTING REQUIRMENTS FOR COLLEGE OF EDUCATION CANDIDATES

GENERAL INFORMATION

The Illinois State Board of Education (ISBE) works with the Illinois Certification Testing Service (ICTS) to administer the tests below. Most tests are offered six times per year. You must advance register 6-7 weeks prior to the test date. When you complete test materials, indicate that your scores should be sent to NEIU. Once you have taken the test, your score will be available in 4-5 weeks. (Be sure you make multiple copies of your score reports as you will need documentation that indicates you have passed these tests for various applications and course authorizations.)

Registration forms, study guides and more information can be found on the ISBE Web site at www.isbe.net or the Illinois Certification Testing Service at www.icts.nesinc.com

ICTS Basic Skills Test

Proof of successful passage of this test must be submitted to the College of Education before a student can be admitted to the College. [Note: Inner City Studies and Human Resource Development Majors are not required to take the Basic Skills Test.]

ICTS Subject Area Test

Teacher Education candidates must pass their ICTS subject area test prior to approval for student teaching/ practicum/ internship. Contact the Clinical Experiences and Student Teaching Office (CLS 4023) for specific pre-student teaching deadlines. [Note: Inner City Studies Majors and HRD majors are not required to take this test.]

ICTS Assessment of Professional Teaching Test (APT)

Teacher Education candidates for teacher certification must pass the APT test prior to receiving state certification. It is recommended that this test be taken during the student teaching semester. [Note: Inner City Studies Majors and HRD majors are not required to take this test.]

NOTICE TO APPLICANT

Completed forms and required documentation must be submitted to the College of Education (CLS 4044.)

NOTE: In order for your application to be processed, all completed forms and required documentation needs to be submitted at the same time.

Contacting Us

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College of Education

Office of the Dean

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