

Compensated Student Teaching Policy

Per IL. School Code [ISBE Rule Section 25.620 f)] –see appendix I -- student teachers may be compensated for their services. The purpose of this policy is to establish guidelines to authorize candidates in initially approved programs to be paid by the school/district during the student teaching experience:

1. The student-teacher will submit a written petition to the Associate Dean/Licensure Officer requesting to be compensated during student teaching by week 4 of the semester before the student-teaching semester. Petitions received after will not be considered. The student-teacher will send a copy of the written petition to the academic program advisor, department chair, and the Director of the Clinical Experience and Student Teaching Office (CEST Office). The student teacher's petition must include all of the following:
 - a. The student teacher's job title, name of the school at which they work, and a detailed description of their daily work responsibilities.
 - b. A letter of support from the school principal delineating how the student-teacher will meet the expectations of the sixteen-week student-teaching experience. These requirements include:
 - i. Working full-time with a licensed cooperating teacher in their licensure area who has a minimum of three years of teaching experience and a "Proficient" or above rating on their last teaching evaluation. The assigned cooperating teacher will provide regular feedback and evaluation, work closely with the university supervisor, and allow the student teacher to meet the university's student teaching requirements.
 - ii. Assumption of full teaching and classroom responsibilities under the mentorship of the cooperating teacher for a three to four-week consecutive period.
 - iii. Demonstration of mastery of teaching skills and techniques including, but not limited to, lesson planning and implementation, development and use of assessment tools, differentiation of instruction, cultural competency, competency in subject matter area, and parent/guardian relations,
2. The student-teacher must meet the ISBE Rule Section 25.620 d) requirements –see appendix ii--. If the requirements in this section are not met, the petition will be denied automatically. The Associate Dean/Licensure Officer will inform the student-teacher in writing. A copy of the letter will be sent to the Department Chair, program advisor, and the Director of the CEST Office. A decision based on not meeting the requirements of this section of the rule cannot be appealed.
3. The Department Chair will send a letter to the Associate Dean (including the Director of the CEST and program advisor) supporting or opposing the candidate's petition. The department chair will explain how the candidate has demonstrated an appropriate professional proficiency to work in a more independent setting or the need for more readiness for such a setting. The Department Chair shall send the letter within five business days after receiving the petition.

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4. The Associate Dean/Licensure Officer shall determine the petition's merits and inform the student-teacher. The Associate Dean will render a decision in writing to the student-teacher within ten business days of receiving the petition.
5. The Director of the CEST Office receives the approval and written documentation from the Associate Dean and Department Chair. The CEST Office records the written GCOE and school placement confirmation and finalizes the student teaching placement.
6. The student-teacher has the right to appeal the decision of the Associate Dean/licensure Officer to the Dean. The student-teacher has five business days after receiving the decision to appeal the decision by sending a formal letter detailing the reasons for appealing. The student-teacher will send the letter to the Dean and any supporting documentation to COE@neiu.edu. Suppose no action is taken by the Associate Dean/licensure officer on the petition after 15 days from the date that the petition was submitted. In that case, the student-teacher can appeal the case directly to the Dean. Suppose the Associate Dean/Licensure Officer needs to take action within 15 business days after receiving the petition. In that case, the candidate has the right to appeal directly to the Dean of the College in writing.

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Appendix i

Section 25.620 Student Teaching

- a) The SEPLB recognizes and accepts student teaching only when it is earned during the candidate's final year of an educator preparation program and conducted in a public school, a nonpublic school recognized or seeking recognition pursuant to 23 Ill. Adm. Code 425 (Voluntary Registration and Recognition of Nonpublic Schools), or an out-of-state or international school.
- b) Student teaching shall be structured as part of comprehensive field experiences and clinical practice, as a supervised part of a teacher preparation program approved pursuant to Subpart C, and in accordance with the standards referred to in Section 25.115(d).
- c) Student teaching shall be completed within the grade range and in the area of specialization appropriate to the endorsement sought on the PEL. For an early childhood education endorsement, an individual may satisfy the student teaching requirement of an ECE preparation program through placement in a setting with children from birth through grade 2. (See Section 21B-20(1) of the Code.) Additional student teaching may occur in areas for which the candidate meets the relevant requirements related to staff qualifications in 23 Ill. Adm. Code 1.
- d) Student teaching must be done under the active supervision of a cooperating teacher who is licensed and qualified to teach in the area, has three years of teaching experience, has received a proficient or above performance rating in the most recent evaluation, and is directly engaged in teaching subject matter or conducting learning activities in the area of student teaching. The requirements of this subsection (d) do not apply in cases in which the student teacher:
 - 1) is serving on an educator license with stipulations endorsed for transitional bilingual educator; or
 - 2) is working in a school that is not legally required to employ teachers with licensure and either has two years of teaching experience at that school or presents to the employer the evidence described in Section 25.25(b) documenting that the student teacher has two years of teaching experience in one or more other schools in which the chief administrator is required to hold a PEL endorsed for either general administrative or principal and the majority of teachers are required to hold a PEL endorsed for the grade levels and in the content area in which they are employed; or
 - 3) holds a substitute teaching license and is not subject to the limitations of Section 21B-20(3) of the Code.

ISBE	23 ILLINOIS ADMINISTRATIVE CODE 25	25.620
	SUBTITLE A	SUBCHAPTER b

- e) In order for a recognized Illinois teacher education institution to award credit for student teaching, the following requirements must be met:
 - 1) The student teacher must be enrolled in a student teaching course at the institution.
 - 2) The school district or nonpublic school and the institution of higher education shall jointly agree to the student teaching placement and the responsibilities of each person to be involved.
 - 3) The school district or nonpublic school shall ensure the requirements of Section 2-3.25o, 10-21.9, or 34-18.5 of the Code, as applicable to the school district or nonpublic school, have been met.
- f) Student teachers may be compensated for their services.

(Source: Amended at 45 Ill. Reg. 7269, effective June 3, 2021)

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Appendix ii

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