

Governors State University
College of Education
The Alternative Teacher Certification Partnership Program
Application Form

VERY IMPORTANT! The following materials MUST be submitted in order for your application to be considered complete:

- This application form
- Complete and official transcripts from all higher education course work
- 300-word essay expressing your interest in the program and a career in education
- Letter(s) of reference which document your experience working with children or young adults. This experience may have been gained in schools, youth groups, scouting, etc. This does not have to be teaching experience.
- Documentation from employer(s) verifying five years of employment after receiving your baccalaureate degree.
- Your current resume
- Report indicating passing score on Illinois Basic Skills Certification Exam.

When to submit your application packet:

- Program classes begin each year in mid March.
- The application deadline each year is December 15. (If December 15 falls on a weekend, the deadline is the following Monday.) We encourage early submission of your completed application. Program size is limited.
- Late applications will be processed for the next year's class.

How the candidate selection process works:

Phase One: Application packet materials will be evaluated on an ongoing basis with December 15 each year being the application deadline date for the program to begin the following March. Candidates will be successful in this step if their credentials meet the following requirements:

- Complete set of higher education transcripts
- 300-word typed essay expressing interest in the program and a career in education
- Recommendation letter(s) verifying experience working with children and/or young adults
- Reference letter(s) verifying five years experience after completion of a bachelor's degree
- Transcribed general education credits of sufficient scope to allow satisfaction of program requirements by the time this program is completed (up to nine to twelve additional credits may be earned within the scope of this program) – See our web site at www.govst.edu/altcert for a list of general education requirements
- Your current resume
- Report indicating a passing score on the Illinois Certification Testing Basic Skills exam (www.icts.nesinc.com) or proof of registration to take this exam at the earliest possible testing date.

Phase Two: Applicants who meet Phase One minimum requirements will be invited to take part in testing to evaluate candidate general education preparation. This testing is done in December and January. Phase One applicants will be notified of upcoming testing dates. Applicants will also take part in a writing activity to assess analysis, critical thinking and writing skills. Candidates who are successful in this phase of the admission assessment will be invited to participate in Phase Three.

Phase Three: Program applicants will be invited to demonstrate through a standardized interview with teacher educators and school personnel the dispositions necessary to succeed as teachers in an urban school setting. Program applicants will prepare and deliver a 5 minute presentation.

Phase Four: Applicants who are successful through all previous assessment phases will be invited to interview with representatives of the program's partner school districts for an intern teaching position. This school district / applicant forum takes place each year in late February/early March.

Send your complete application packet to:
The Alternative Teacher Certification Partnership
College of Education
Governors State University
University Park, IL 60484

Step 1: Please provide this basic information

Please print or type:

Last Name (Maiden Name):		First Name:		M.I.
Social Security Number:	Cell Phone with Area Code:	Home Phone with Area Code:	Work Phone with Area Code:	
Street Address:			Apt. #:	
City:	State:		Zip Code:	
Email Address:				

Mailing Address (if different from above):

Street Address:		Apt. #:
City:	State:	Zip Code:

Other Information:

Birth Date (optional): Month: _____ Date: _____ Year: _____		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Previous Name(s):
Ethnic Origin (optional): <input type="checkbox"/> White (Non-Hispanic) <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Black (Non-Hispanic) <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Other Your response to this question will not affect the admission decision and is optional. This information is requested so that we may demonstrate to federal and state agencies that the institution is in compliance with appropriate regulations.			
Illinois Resident? <input type="checkbox"/> Yes <input type="checkbox"/> No How long? _____ years _____ months County of residence? _____			
Citizenship Status? <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Non-U.S. Citizen _____ <small>Specify Country Permanent Resident Number Type of Visa</small>			
Primary Language <input type="checkbox"/> English <input type="checkbox"/> Other (Please specify) _____			
Are you a veteran? <input type="checkbox"/> No <input type="checkbox"/> Yes Military Service Dates from _____ to _____			

Have you ever attended GSU before? No Yes When? Term _____ Year _____ Undergrad Grad
 Have you ever applied to GSU before? No Yes When? Term _____ Year _____ Undergrad Grad

Step 2: Provide information about your college degrees and course work

Name & Location of School(s)	Degree Earned	Graduation Date	Academic Major

(Education Note: Official transcripts of all higher education course work is required in order to complete your application)

Step 3: Tell us about your recent employment history

Feel free to add a supplementary sheet if additional space is needed. **Important Employment Note:** Applications for the Alternative Teacher Certification Partnership Program will not be processed unless they include *documentation from employer(s) verifying five years employment* after receiving your baccalaureate degree. This is an Illinois statutory requirement for alternative certification and applications which do not include employment verification will be considered incomplete.

Current or Last Employer:		Address:	
Job Title:		Dates of Employment: From: _____ To: _____	
Duties:			
<input type="checkbox"/> Part-Time <input type="checkbox"/> Full Time		Will you be supplying employer verification for this position? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Employer:		Address:	
Job Title:		Dates of Employment: From: _____ To: _____	
Duties:			
<input type="checkbox"/> Part-Time <input type="checkbox"/> Full Time		Will you be supplying employer verification for this position? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Employer:		Address:	
Job Title:		Dates of Employment: From: _____ To: _____	
Duties:			
<input type="checkbox"/> Part-Time <input type="checkbox"/> Full Time		Will you be supplying employer verification for this position? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Supplemental Sheet Attached? Yes No 5 Years' Employment Verification Attached? Yes No

Step 4: Tell us about your experience working with children or young adults

This need not be paid professional experience. For instance, you may have experience working as a coach, youth group leader, scout leader, etc.

School, agency, etc.:		Address:	
Role (e.g. teacher, coach, counselor, etc.):		Dates of Experience: From: _____ To: _____	
Nature of this experience:			
Age(s) of the children with whom you worked: _____		Will you be supplying an agency reference for this experience? <input type="checkbox"/> Yes <input type="checkbox"/> No	

School, agency, etc.:		Address:	
Role (e.g. teacher, coach, counselor, etc.):		Dates of Experience: From: _____ To: _____	
Nature of this experience:			
Age(s) of the children with whom you worked: _____		Will you be supplying an agency reference for this experience? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Step 5: Write and attach a brief essay

Attach a brief typed essay (300 words maximum) reflecting upon and expressing your interest in entering this program and preparing for a career as an elementary and/or junior high school teacher.

Step 6: Complete this certification information checklist

Please respond to the following items. This information is necessary in order to help us assess your eligibility for teacher certification.

- Yes No Have you ever had a certificate denied, suspended or revoked in Illinois or any other state?
- Yes No Have you ever been convicted of a felony, or any sex, narcotics or drug offenses in Illinois or any other state?
- Yes No Have you failed to file a tax return with the Illinois Department of Revenue, or failed to pay any tax, penalty, or interest owed or any final assessment of same for any tax as required by law administered by that Department that was not subsequently resolved to the Department's satisfaction?
- Yes No Have you ever been named by a state agency responsible for child welfare as a perpetrator in an indicated report of child abuse or neglect if such a report was not reversed after exhaustion of any appeal?
- Yes No Are you in default on an Illinois student loan for which you have failed to establish a satisfactory repayment plan with the Illinois Student Assistance Commission?
- Yes No Do you understand that, if you are foreign born, you must provide evidence that you are legally present and eligible for employment? And do you further understand that persons certificated by this means have six years following certificate issuance to become citizens?
- Yes No Are you more than 30 days delinquent in complying with a child support order.

Step 7: Read and sign below

This application must be signed and dated by the applicant before any action can be taken. I understand that withholding information requested on this application or giving false information may make me ineligible for admission to the university or subject to dismissal. I certify that the information provided on this application form and in all supplemental application packet materials (see checklist on page one of this form) is correct and complete.

X

Signature

Date

Governors State University is an equal opportunity institution. The university adheres to Section 504 of the Rehabilitation Act.

Step 8: Mail this application form along with all supporting materials

Send your complete application packet to:
***The Alternative Teacher Certification Partnership
College of Education
Governors State University
University Park, IL 60484***