

ESL Instructional Staff Professional Pathway
ICCB ESL Specialist Credential
Tracking Form

To qualify as an **ICCB Credentialed ESL Specialist** in Illinois, applicants must meet the requirements detailed on this document. Documentation forms referenced in this Tracking Form will be made available later.

All documentation must be submitted within two years from the in-person workshop (Part 4) of the ESL Specialist cohort attended. When all documentation has been received and approved, the **ICCB ESL Specialist Credential** will be issued.

Submit all documentation by mail or email to Laurie Martin, Adult Learning Resource Center, 2626 S. Clearbrook Drive, Arlington Heights, IL 60005, lmartin@cntrmail.org. For questions, contact Laurie Martin, lmartin@cntrmail.org, 224-366-8500.

Requirements for ICCB ESL Specialist Credential

Subject Matter Competency: ESL Standards	
Skills and Knowledge	Documentation to Submit as Evidence of Meeting Credential Criteria
<input checked="" type="checkbox"/> ICCB ESL Standards Proficient Instructor Credential received <input type="checkbox"/> Successful completion and application of the ESL Specialist Training	[Credential on file, prerequisite for participation in ESL Specialist Training] Certificate of ESL Specialist Training completion
Subject Matter Competency: ESL Instruction	
Skills and Knowledge	Documentation to Submit as Evidence of Meeting Credential Criteria
<i>At least <u>one</u> of the three options below must be met</i>	
<input type="checkbox"/> Option 1: M.A. in TESOL or related area	Copy of degree or official or unofficial course transcripts
<input type="checkbox"/> Option 2: ESL endorsement to K-12 teacher license	Copy of degree or license and official or unofficial course transcripts
<input type="checkbox"/> Option 3: Demonstration of competency in teaching adult ESL	<p><i>Submit <u>all</u> of the following documentation:</i></p> <p>Detailed description of a standards-aligned 2-3 class lesson sequence, with students' pre- & post-lesson assessment results (Form to be provided) and Be observed for one class period, minimum 2 hours. Class does not need to be part of the lesson sequence above. Observation to be done by an ESL instructor who meets one of the criteria below. Submit observer's notes and your reflections (Form to be provided)</p> <ul style="list-style-type: none"> ▪ ESL instructor who holds a MA-TESOL or K-12 ESL Endorsement ▪ ESL Specialist credentialed instructor ▪ ESL Specialist Training cohort member

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Experience	
Skills and Knowledge <i>All of the following criteria must be met</i>	Documentation to Submit as Evidence of Meeting Credential Criteria
<input type="checkbox"/> At least 2 years of adult education ESL teaching experience (equivalent to 4 semesters)	Signature of Program Administrator verifying teaching of ESL classes (Form to be provided)
<input type="checkbox"/> Presentation at ESL-related conferences, workshops or other appropriate trainings, e.g., APC conference, ITBE, IACEA, ALRC Fall Conference, Forum for Excellence, in-house professional development events	Event agenda or program plus presentation slides, presenter notes, and handouts
<input type="checkbox"/> Demonstrated knowledge of ESL assessment practices	<p><i>Submit <u>one</u> of the following documents:</i></p> <input type="checkbox"/> Attendance certificate from ALRC CASAS Implementation Training, BEST Plus Test Administrator Training, or BEST Literacy Tester Training Or <input type="checkbox"/> Certificate of completion of LINCS course <i>Formative Assessment to Inform Quality Adult ESL Instruction</i> (2 hours), https://courses.lincs.ed.gov/enrol/index.php?id=17

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