What is it? The CO program is intended to enable individuals who already have at least a bachelor’s degree with a minimum cumulative GPA of 2.750 (and no major, concentration or education courses grades of lower than C) to earn their teaching credentials.

The CO program is designed to meet the needs of two specific groups: In Elementary Education (grades K-9), classes are available both in daytime or evening formats (with the exception of in-school clinical / practicum experiences which must be completed during school hours). The CO program in Secondary Education (grades 6-12) assumes that interested candidates have earned their degree in one of the following areas with coursework that closely parallels Judson’s requirements (subject to transcript review):

- Business, Marketing and Computer Education
- English
- Mathematics
- Science / Biology
- Science / Chemistry
- Science / Environmental Science
- Social Science / History
- Social Science / Psychology
- Visual Art

(Specific content area course expectations for secondary certification will be provided upon request.)

The sequence of education courses required for the elementary and secondary education routes is found on the next page of this document.

Certification in other content areas (Early Childhood, from birth to 3rd grade; music, physical education, etc.) currently exist only in a daytime format, and candidates must be able to take classes on an almost full-time basis for three semesters.

Student Testimonials:

"The certificate-only program at Judson University provides so much more than a certificate. The faculty is caring, well-prepared and genuinely devoted to training the best teachers in the field. I just can’t say enough about the possibilities offered to everyone in the program. The experience changed my life and has allowed me to live a dream that I have had for many years.” – Lori Maxell, Elementary Education

“For me, the Judson Certification Program bridges the gap between my work experience and being able to effectively teach that discipline. It is learning the difference between knowing a subject area and being able to teach it to high school students. I feel that the program and the teaching strategies I am learning are preparing me to walk into a classroom and teach my disciple with confidence. After looking at several programs, I felt the Judson CO Program was the most comprehensive and cost effective way to change careers and prepare me for that change.” – Dawn Karlovsky, Secondary Education / Business, Marketing and Computer Education

“Judson University’s Certificate Only program is an outstanding way to become a teacher! The small classes allow for individual and personalized attention. The teachers and staff are very professional and make you feel that they are there for you. The superior guidance and attention to detail from the program’s coordinator (lets) you know that you are on the path to success.” – Carrie Mianulli, Elementary Education

"I love Judson University’s philosophy, and I intend to get my master’s in education from Judson.” – Belinda DeVoss, Secondary Education / Social Science / Psychology.

See page 6 for more testimonials!!
## Judson University Certification Only Course Sequence

### Secondary Education

**Summer 2009** (9 semester hours @ $365 s.h.)
- Educ. Psychology (Tu & Th 4 wks + 2 Saturdays)
- Human Growth and Development (Tu & Th)
- Exceptional Child (Tu & Th)

(Summer courses begin the first week in May; each course is 5 weeks long and meet tentatively two evenings per week, usually on Tuesdays and Thursdays from 6:00 – 9:30 pm)

### Elementary Education*

**Summer 2009** (9 semester hours @ $365 s.h.)
- Educ. Psychology (Tu & Th 4 wks + 2 Saturdays)
- Human Growth and Development (Tu & Th)
- Social Studies Methods (M & W)

### Other tasks to be accomplished during the summer:

- Identify potential areas of course deficiency
- Pass the State of Illinois Basic Skills Test
- Arrange for completion of or credit for Practica I, IIE and IIH; potential of one additional hour of tuition
- Begin application process for Admission into Teacher Education Program

**Fall 2009** (6 semester hours @ $770 s.h.)
- Org. and Methods: Middle Schools (Th)
- Introduction to Secondary Methods (Mon)

**Spring 2010** (6 semester hours @ $770 s.h.)
- Reading in the Content Areas
- A Content-specific Methods Course

**Fall 2009** (6 semester hours @ $770 s.h.)
- Math Methods (Mon)
- Language Arts Methods (Wed)

### Other tasks that MUST be accomplished during the fall semester:

- Gate II: Complete Admission into Teacher Education (typically by mid September)
- Begin Gate III: Apply for Practicum III and Student Teaching (typically by mid October)

### Other tasks to be accomplished during the spring semester:

- Pass the State of Illinois Content Area Exam

(Passing this exam is required before student teaching can begin. Tests are given only 6 times per year, so advanced planning is required!!!)

**Summer 2010** (Beginning in May)
- Practicum III (3 weeks, full time)
- History and Philosophy of Education (Tu & Th)

**Summer 2010** (Beginning in May)
- Practicum III (only by permission, if not done in April)
- History & Philosophy of Education (Tu & Th)
- Art, Music and PE Methods (Tu & Th)
- Exceptional Child (Tu & Th)

**Fall 2010** (Beginning in May)
- Student Teaching
- Senior Seminar

**Fall 2010** (Beginning in May)
- Student Teaching
- Senior Seminar
- Reading Diagnosis and Remediation (3 weeks daytime, following student teaching)

### Other tasks to be accomplished during the fall semester:

- Complete Admission for Certification
- Pass the State of Illinois Assessment of Professional Teaching Exam

(Required before certification can be issued)

---

* This list does not include any content area courses in which one may be deficient.
* A minimum number will need to be enrolled to ensure that all courses will indeed be offered.

All tuition rates are good faith estimates and are subject to University changes. Books and other fees are not included.
In addition to the above courses, each candidate is responsible for at least two other critical components of the teacher preparation process: Practicum / clinical experiences and state exams. These are described below:

(1) Practicum / Clinical Experiences:

Practicum I: This is a multicultural practicum. Candidates are to spend a minimum of 12 clock hours in some kind of a context (not necessarily school-related).

Practicum IIE: This practicum is typically taken with Educational Psychology. Expectations are that candidates will serve as classroom aids working one-on-one with students or with small groups of students. Whole-class instruction is encouraged but not required. Candidates spend a minimum of 35 hours in the classroom, typically spread throughout an academic semester.

Practicum IIH: While the responsibilities of this practicum parallel those of Practicum IIE, the “packaging” is different: Candidates are asked to spend an entire week with a teacher: When the teacher gets to school, the candidate gets to school; when the teacher leaves, the candidate leaves, with a minimum of 30 hours in the classroom. A primary goal is for candidates to see what an entire “week in the life of a teacher” is like.

These practicum experiences must be completed at a variety of grade levels within one’s area of intended certification.

Each CO candidate, with the approval of an academic advisor, can satisfy these requirements through a variety of ways, including substitute teaching, classroom aiding or, in some cases, actual teaching. These experiences are typically to be completed by the end of the first fall.

Advice! For candidates who hope to earn credit through substituting (or any other potential experiences), a log or journal is to be kept that documents one’s experiences, in an on-going manner, including (1) the number of clock hours; (2) the grade level(s) and subject(s) taught; (3) a description of the students with whom you work (ratio of males to females, ratio of Anglo to minority students, whether you are aware of any “inclusion” students in the class, etc.), and (4) a description of what you learn about (a) students, (b) teaching, (c) learning, (d) the educational process, (e) any other relative education-related insights the arise as a result of your experiences. This information is difficult to capture “after the fact,” and an on-going record will be much more valuable to us, as well as – hopefully! – to you! Credit for prior experiences may not be accepted without appropriate documentation.

Practicum III: This is a teaching practicum. Candidates are engaged in a continuous classroom experience of three to four weeks (full time), the majority of which is spent in actual instruction at a grade level different from that in which one anticipates doing student teaching. That is, if one wishes to student teach at the high school level, this practicum is completed in a middle school. Conversely, if a candidate prefers to student teach in a middle school, Practicum III is done in a high school. This is a graded practicum, and someone from Judson will observe and evaluate your teaching. (1 semester hour of credit)
(2) State Exams (www.icts.nesinc.com)

All candidates are required to pass three state exams. The first is a Basic Skills exam which covers reading, writing and mathematics. *Evidence of a passing score must be provided before beginning any methods courses* (“first fall”). The second is a content area exam. *Evidence of a passing score must be provided before any candidate may begin student teaching.* Finally, the Assessment of Professional Teaching (APT), which may be taken at any time (usually during or soon after student teaching) must be successfully completed before one can be awarded their teaching certificate. Please note that these tests are offered only 6 times per year, so advanced planning is necessary! (Test dates, fees, and review materials are available at the web site above.)

Also note these exams are state requirements, not institution requirements. Therefore results are accepted at any teacher preparation program in the state of Illinois.

**Program Cost**

The tuition fees, subject to change and adjustment, are identified on p. 2 of this document. Note that program pricing reflects the following:

- The tuition fee is “locked” for the program based on the per hour semester fee during the first semester in which full price tuition is charged.
- Summer courses are approximately ½ of the previous academic year’s per-semester-hour rate.
- While CO candidates will complete a student teaching experience equivalent to other candidates, the number of credit hours for student teaching will be ½ the normal number credit hours as other students. *This is the equivalent of a 50% “price break” for student teaching!*
- Tuition and fees are due and payable in full on the first day of class for each term. Accounts that are not paid by the first day of class are subject to a Late Payment Fee and cancellation of their registration. A monthly payment plan is available to assist with paying for tuition and fees; contact the Student Accounts office for more information (847.628.2053).
- When adding courses or dropping a course (*including practicum experiences*), especially when one’s registration drops below 6 semester hours, there may be academic or financial penalties if program costs are being paid with loans, which require 6 semester hours of enrollment. CO Candidates should refer to the undergraduate catalog for policies and procedures for adding courses, dropping courses or withdrawing from the program.

**ANNOUNCEMENT!** For candidates *beginning their program Summer 2010* we anticipate initiating a “flat rate” tuition pricing structure. While this will mean initially higher per-hour costs during the summer terms (as indicated on page 2), these will be offset with lower fall and spring semester rates.

**Financial Aid**

Our program is divided over 3 financial aid years, and students may be eligible for student loans. For more information, contact Mr. Mike Davis in Judson University’s Office of Financial Aid at (847) 628-2532 / mdavis@JudsonU.edu. *This contact must take place at least 10 days prior to the beginning of classes.*

Financial aid requires filing of the FAFSA form (http://www.fafsa.ed.gov/); you are encouraged to do this as soon as possible.

Candidates may also qualify for financial assistance through the Illinois Student Assistance Commission. Information about the Illinois Future Teacher Corps (IFTC) and Minority Teachers of Illinois (MTI) scholarship Programs is available at www.collegezone.com.
Payment
Contact Student Accounts at 847.628.2050 for tuition / fee payment responsibilities and options.

Tax Credits
Candidates enrolled in the Certificate Only program may be eligible for the Lifelong Learning Education Credit and/or the Hope Credit. Consultation with a tax advisor is recommended. See IRS Tax Form 8863 available on-line at www.irs.gov.

More “Stuff”
While the preceding pages have provided an overview of the CO program, please know that there are many other details that you will want to take the initiative to discuss with Dr. Drew who will become your advisor (contact information below). These include…

…admission requirements (including a minimum GPA of 2.750 with no grades lower than a C in any professional, major or content area course).

…Judson University Teacher Education Division Professional Teaching Standards and the required development of a professional portfolio to document one’s knowledge of the standards and one’s ability to translate the knowledge into practice.

…the “four gates” requirements including Admission into the Teacher Education program.

…a review of the Teacher Education Handbook.

Content Area Deficiencies?
Candidates who may be missing a few content area courses may fill the academic “gaps” in one of several ways:

(1) The candidate can complete actually take any missing classes.
(2) If one believes that they have life and/or work experience that parallels any given course, the candidate may request to earn academic credit through a “Challenge Exam.” More information on this process will be provided upon request.
(5) Challenge Exams: Judson University Departmental Challenge Exams have been developed by Judson University faculty for some courses. Interested candidates should discuss challenge exam options with the appropriate division chair.

Helpful Websites
For State of Illinois testing information, test dates, registration, fees and review materials:

www.icts.nesinc.com
http://www.isbe.net/teachers/ICTS_Info/testfee.htm

For other information about certification: http://www.isbe.net/teachers/
For information about earning college credit through exams:


Student Testimonials, Continued…

"Judson offers the most intimate setting to study the art and develop the skill of teaching. From the quality of staff to the level of camaraderie between classmates, Judson offers an experience like no other. Judson's professorial staff strives to "walk-the-talk," often opting to duly serve as: interim principal, classroom or substitute teacher, headliner at symposiums, and panel member on regional collaborative projects. Their commitment to the field of education demands they remain current on best practices and avoid stale, scripted presentations. And, while you expect polished and professional lectures, you may be surprised at how truly rewarding you will find the experience each and every week. I never enjoyed going to school so much! The friendships forged along the way were the most unexpected blessing of all. A commitment to Judson means being the designated beneficiary of the pinnacle in educational certification." – Lorraine Kolassa, Elementary Education

"I was extremely pleased with the certificate only program at Judson…I was very satisfied with the professors, who were not only knowledgeable about their field but compassionate and caring towards their students. When you had any questions, they would answer them or find the answer for you- not make you go on a wild goose chase of frustration. The registration and paperwork processes were made very easy by having students work directly with an advisor instead of playing a guessing game. I feel I was very well prepared to teach, right out of school. I was hired at the school I student taught at. I am now currently teaching 2nd grade at the new Gilberts Elementary School and I have returned to Judson to complete the Masters of Education in Curriculum and Instruction, which I am also extremely pleased with. I would encourage any student who is going into the field of education to consider the programs offered at Judson. It is a great place to learn. – Michelle Huffman, Elementary Education

"One of the aspects that I like the most about the Certificate Only program at Judson is that most of the professors are also current teachers. When they talk about what being a teacher is like, it is because they taught classes earlier that day, not 10 years ago. That allows them to provide real world experience that is in step with today's ever changing teaching environment." – Bret Willhoit, Secondary Business, Marketing and Computer Education

Disclaimer!

This information, dates and times of course offerings, and tuition rates are offered in good faith but are subject to University changes without notice!

For More Information

Dr. Keith Drew
Director of Secondary Education and Certification Only Programs
(847) 628-1082 / kdrew@JudsonU.edu

Updated 15 April 2009