

Dominican University
School Social Work
Professional Educator License Endorsed in School Social Work
(Formerly Type73 Certificate)

To obtain a Professional Educator License Endorsed in School Social Work (formerly Type 73 Certificate):

Course Requirements

Students are required to complete a total of 60 credit hours, which include the four field practicum classes assigned to the internships and the three school social work courses noted below:

1) Current MSW Student

- SPED 522 Characteristics of Exceptional Children
- SWK 664 Social Work Practice in the Public School
- SWK 610 Advanced Social Work Practice with Families – School Social Work Focus
- Students must acquire a B- or better in all courses except field and practice, which require a B or better grade
- Based on requirements from the State of Illinois, students who have a C- or lower in any course cannot obtain their Professional Educator License Endorsed in School Social Work. However, students may choose to retake any course with a grade below B- at their expense.

2) Extern

- SPED 522 Characteristics of Exceptional Children
- SWK 664 Social Work Practice in the Public School
- Students must acquire a B- or better in all courses except field and practice, which require a B or better grade
- Based on requirements from the State of Illinois, students who have a C- or lower in any course cannot obtain their Professional Educator License Endorsed in School Social Work. However, students may choose to retake any course with a grade below B- at their expense.

Internship Requirements:

1) Current MSW Student

- Have completed the 1st year supervised field internship with a minimum of **480 contact hours**. (Supervisor must have a master's degree or higher)

- 2nd year supervised internship with a minimum of **600 contact hours** in a P-12 schools setting for the academic year (two semesters), as well as through June. Supervisor must possess a master's degree or higher and have a **Professional Educator License Endorsed in School Social Work or Type 73 Certificate**.

2) Extern student

If you already have an earned MSW degree from an accredited institution you must perform a minimum of **600 contact hours** in an elementary, middle, or high school setting for the academic year (two semesters) as well as through June. Your Supervisor must possess a master's degree or higher and have a **Professional Educator License Endorsed in School Social Work or Type 73 Certificate**.

Eligibility to begin interviewing for a school-based field internship:

- Be in good academic standing (i.e. minimum GPA 3.0 overall and grade of B or better in all foundation year practice and field classes.
- Create an ECS- Educator Certification Account (see link below)
- ***Take and pass all sections of the Test of Academic Proficiency (TAP) in the fall of the year PRIOR to your placement***, previously known as the Illinois Basic Skills Test, and provide results from ECS account noted above (see link below)
- **ACT and SAT tests will be allowed in lieu of the TAP based on the following requirements:** The ACT must have a composite score of 22 plus writing and it must be taken within the last ten years, the SAT must have a composite score of 1030 for Mathematics and Critical Reading (Must have writing score but this score will not be included in composite of 1030). It must be taken within the last 10 years. Students must follow process as noted below under Testing Related Information and Resources.
- Complete an online Application for Field Placement on the MyDU field practicum site and declare interest in **Professional Educator License Endorsed in School Social Work (formerly Type 73 Certificate)**
https://jicsweb1.dom.edu/ICS/Schools/Graduate_School_of_Social_Work/Field_Practicum.jnz. **Students will not be considered candidates for the Professional Educator License Endorsed in School Social Work program until the Basic Skills requirement is met (Passing Score on TAP, ACT with writing, SAT).**
- Undergo and successfully complete a disposition interview by the Director/Assistant Director of Field.
- If applying through CPS, speak with field office about centralized application process

Acceptance for internship:

- Dependent on successful passing of criminal background check through the prospective school internship site
 - Completion of the 73-44 Notification of School Personnel Intern Eligibility Status:
http://www.isbe.state.il.us/certification/pdf/73-44_ssp_intern_status.pdf
Student must complete top portion, submit to field office for verification of eligibility and signature, and submit to registrar for signature and seal and return to the HR department of their school.
- Upon Completion of School Internship:**
- Student must receive a positive field placement evaluation and disposition assessment from their field supervisor with a grade of B or better in their field seminar.

Internship in Progress:

- **SWK 664 must be taken in the fall semester** of the student's school social work internship
- **SWK610 must be taken in the fall semester** of the student's school social work internship

- ***Students must take and pass the School Social Worker (184) test in the fall of their internship*** and provide results from ECS. Students will not be allowed to proceed into the spring semester internship without passing the 184 School Social Work test (see link below for opening an account on ECS).

Acceptance for Professional Educator License Endorsed in School Social Work (Formerly Type 73 Certificate) applications:

- Students contact the field office for review of completion of all internship-related requirements. Upon approval, the field office sends an Authorization letter to the DU Certification Officer, Marilyn Benakis, who assists the student through the endorsement process.
- In order to receive approval from GSSW field office, students must submit the following documents on the CANVAS page for Professional Educator License Endorsed in School Social Work students:
 - Field Evaluation for 611 and 651
 - Case study evaluation
 - Planning for instruction or an appropriate environment assignment: Here you must turn in two sample items that show your ability to plan interventions in your placement. 1) A sample IEP goals with a one-page summary of justification for your goal and interventions. 2) A sample of a group intervention. This would be one page showing a group agenda and a one-page reflection on how your group session went.
 - Snapshot assignment: You are to write a 2-3 page reflection about an activity you did during your internship that you believe had an impact on the learning environment. This is open to anything you want to present as a “snapshot” to the state about how you have impacted the learning environment. It could be a way that you helped to modify the classroom, a prevention activity you conducted, etc.
 - SWK 664 Comprehensive Final Exam with the final score.
 - Example of a behavior intervention plan
 - From your ECS account copies of documents stating that you have passed the TAP and 184 Test
 - *Please submit any questions related to the Canvas course page to Dr. James Scherrer, Director of Field.*

TESTING-RELATED INFORMATION AND RESOURCES

To create ECS Account

Link on to <https://sec1.isbe.net/ecs/>

To register for both the TAP Test and the School Social Worker Content area 184 test:

Log onto the Illinois Certification Testing System webpage at

<http://www.icts.nesinc.com/index.asp> and follow the registration instructions

Process for ACT or SAT test in lieu of TAP:

Student sends official ACT (code 1126) – SAT (code 1667) to Office of the Field GSSW

Student completes the 73-60 form located in the forms section of ISBE

<http://isbe.net/certification/pdf/73-60-act-sat-prep.pdf> and forwards it to the Office of the Field GSSW. The Documents are then forwarded to DU Certification/Licensure Officer. Student awaits notification from the Office of Field and the student can then mail official score report to Springfield:

Illinois State Board of Education
Division of Educator Certification
100 N. First Street S-306
Springfield, IL. 62777

Where student makes request:

ACT website: <http://media.actstudent.org/documents/asrform.pdf>

SAT website: <http://sat.collegeboard.org/scores/send-sat-scores>

IMPORTANT REMINDERS:

- Before student can begin this process the must have completed admission application for GSSW
- **Students will not be considered candidates for the Professional Educator License Endorsed in School Social Work program until all testing is complete with passing scores.**
- State will **NOT** accept SAT or ACT score report prior to Marilyn sending form 73-60

DU School of Education offers tools and study sessions to assist with the TAP test:

https://jicsweb1.dom.edu/ICS/Schools/School_of_Education/Basic_Skills_Test_Preparation.jnz