

TESP Initial Certification Quick Reference Guide

Field Title	Entry Rule/Value	Hover Text
Academic Level (IFTC & MTI)	<p>Select the appropriate Academic level from the drop-down box. A student must be at the Junior Level or above for IFTC. If a Freshman or Sophomore academic level is selected for an IFTC applicant, an error message will display after the <Submit> option is selected.</p> <ul style="list-style-type: none"> • Freshman • Sophomore • Junior • Senior • Graduate 	Applicant's Academic Level (check one)
Term (IFTC & MTI)	<p>Check all terms that apply</p> <ul style="list-style-type: none"> • 1st Sem/Qtr • 2nd Sem/Qtr • 3rd Qtr • Summer Term (IFTC only) 	Academic Period Applied for (check all that apply)
GPA (IFTC only)	Enter a 3-digit GPA on a 4.0 scale. Do not enter a decimal point. The 3-digit number entered will default to one position before and two positions after the decimal point.	Grade Point Average (use 4.0 scale) (IFTC only)
EFC (IFTC only)	Enter the EFC from part II SAR/ISIR. (Up to 5 digits - 0 to 99999)	Expected Family Contribution (from part II SAR/ISIR)
TSD (IFTC or GAS)	<p>Select a Teacher Shortage Discipline (TSD) from the drop-down box.</p> <p>If a TSD is selected, the Not Pursuing Check box cannot be edited. If “Not Pursuing TSD’s” is selected, the Not Pursuing TSD checkbox will automatically be check.</p> <p>Not Pursuing TSD Early Childhood Education Bilingual Education Mathematics Reading Physical Education (K-8) Science Learning Behavior Specialist I Speech and Language Impaired</p> <p>The programs of study listed below are no longer designated as shortage areas. A TSD from this list will display only if student received funds in that area in the previous year. If a TSD for a Golden Apple Scholar does not appear in the drop-down box, contact School Services at ISAC</p> <p>Bilingual Special Education</p> <p>Bilingual Special Education Cross Categorical Emotionally Disturbed (BD/SED) English as a Second Language English Language Arts Mental Retardation (EMH/TMH) Music (K-8) Music (High School)</p>	IFTC or GAS Teacher Shortage Discipline (TSD) (Check only one TSD, if applicable)

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	Other/General Special Education (Severe/profound special education, including blind and deaf specialties, and early childhood special education) Physical Education (High School) Spanish Specific Learning Disability (LD)	
Not Pursuing TSD's	No entry required. This checkbox is automatically checked when "Not Pursuing TSD" is selected from the TSD drop-down box. This check box cannot be edited.	Not pursuing TSD (Student is seeking initial teacher certification, but is not pursuing certification in a TSD)
IFTC or GAS Not Eligible Reason (Check all that apply)	Check the appropriate box next to each eligibility criterion that makes the student ineligible. Check all reasons that apply <ul style="list-style-type: none"> • Citizenship • Illinois Resident • High School Graduate or GED • Satisfactory Academic Progress • Default/Repayment • Anticipated at Least Half-Time Enrollment • Junior Level or Above • Completed and Filed FAFSA • Renewal Applicant Continues to Maintain GPA of a Least 2.5 on a 4.0 Scale • Seeking Initial Teacher Certification or ISBE Approval including Alternative Teacher Certification 	Student is NOT ELIGIBLE for IFTC or GAS for failure to meet the following criteria (check all that apply)
MTI Not Eligible Reason (Check all that apply)	Check the appropriate box next to each eligibility criterion that makes the student ineligible. Check all reasons that apply <ul style="list-style-type: none"> • Citizenship • Illinois Resident • High School Graduate or GED • Satisfactory Academic Progress • Default/Repayment • Anticipated at Least Half-Time Enrollment • Maintain GPA of a Least 2.5 on a 4.0 Scale • Seeking Teacher Certification including Alternative Teacher Certification • Minority 	Student is NOT ELIGIBLE for MTI for failure to meet the following criteria (check all that apply)
School Certification Statement	When completing a certification statement for one program, the fields for the other programs cannot be accessed. (e.g., When certifying eligibility for an IFTC applicant, the MTI and GAS fields cannot be accessed.) <ul style="list-style-type: none"> • Select YES if the student is eligible for IFTC, GAS or MTI. Be sure that no ineligible reasons are selected. • Select NO if the applicant is ineligible for IFTC, GAS or MTI. Be sure to check all ineligible reasons that apply. 	