



Northern Illinois
University
FOCUS PROGRAM

Request Transcript Evaluation for Subsequent Endorsement Outside of Grade Range

NAME _____
(Last) (First) (Middle)

Maiden or Prior Name _____ Date of birth _____

ADDRESS _____
(Street) (City) (State) (Zip)

Email address _____ Phone # _____

Current Endorsements on License State _____ IEIN # _____

Teaching Experience (include grade level, subject area and number of years) _____

Select subsequent endorsement

Early Childhood (B- grade 2)

Middle Grades (5-8)
Choose discipline

- Science
- English
- Math
- Social Studies

Secondary (9-12)
Choose discipline

- Biology
- Chemistry
- Earth & Space Science
- Environmental Science
- Physics
- English
- Geography
- History
- Mathematics
- Political Science
- Psychology
- Sociology/ Anthropology

Special (K-12 or P-21)
Choose discipline

- Art
- French
- German
- Spanish
- LBSI
- Music
- Physical Education
- Library Information Specialist
- Visual Impairment

Along with this request, please submit *official* transcripts from all institutions you have attended and a letter from a school administrator verifying teaching experience and success as an instructor.
The payment for transcript evaluation is \$10.00 for NIU graduates or alumni and \$60.00 for all other candidates. Check or money order should be made payable to Northern Illinois University.

NOTE: This is not an application for admission to Northern Illinois University. You must submit a separate application to be considered for admission. Please see www.niu.edu for admission requirements and application.

Send forms and payment to:
University Office of Educator
Licensure and Preparation
Northern Illinois University
320 Williston Hall, DeKalb, IL 60115

www.teachercertification@niu.edu
815-753-0846