

School Library Media Program Advising Worksheet for _____

ENTER	
1. Apply to the School of Information Studies (SOIS). 2. Enroll in LIS 701 (pre-/co-req to all other courses).	Notes
? DO YOU HAVE A VALID IL PROFESSIONAL EDUCATOR LICENSE?	
	<input type="checkbox"/> NO <input type="checkbox"/> YES

IF YOU HAVE A VALID IL PROFESSIONAL EDUCATOR LICENSE

Students who hold a valid Illinois PEL can earn a PK-12 Library Information Specialist Endorsement by passing the content-area test for Library Information Specialist (see il.nesinc.com) and completing the following 18 credit hours:

___ LIS 701 ___ LIS 703 ___ LIS 721 or LIS 722

___ LIS 724 ___ LIS 725 ___ LIS 773

If you seek the LIS endorsement, contact the program director upon starting the program and then again upon completing the requirements. The program director will contact the licensure officer with authorization for the endorsement. The licensure officer will complete the endorsement application and contact the candidate with instructions for securing the LIS endorsement.

APPLY TO SCHOOL LIBRARY MEDIA PROGRAM	
1. Complete CPS fingerprinting and background check: <u>./background-check--fingerprinting.</u> Allow 4 weeks to receive results. 2. Complete TB test with PCP or DU Wellness Center. 3. Complete online application: <u>./apply.</u> Requires CPS notification of background check and TB test.	Notes

COMPLETE REQUIRED SOIS COURSES	
Requirements	Notes
LIS 701 Core Values, Ethics, and Issues in the Library and Information Professions	
LIS 702 Facilitating User Learning and Information Needs	
LIS 703 Organization of Knowledge	
LIS 707 Leadership, Marketing, and Strategic Communication	
LIS 708 Evidence-Based Planning, Management, and Decision-Making	
LIS 721 Materials for Children	
LIS 722 Materials for Young Adults	
LIS 724 Integrating Technology into Programming, Services and Instruction	
LIS 725 Curriculum and School Libraries	
LIS 773 School Libraries	
LIS 820 Clinical Practice (see p. 2 for details)	
Elective (your choice)	
Completion of 12 courses (36 hours) fulfills the course requirements for graduation with the MLIS.	

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COMPLETE EDUCATION COURSES any time prior to Clinical Practice. See ./education-courses for more information.		
Requirement	Course/Campus	Notes
History/Philosophy of Education		
Educational Psychology		
Services to Exceptional Children		

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COMPLETE CLINICAL PRACTICE. See ./clinical-practice for more information.		
Prerequisite(s)	Requirements	Notes
Attend January Clinical Practice meeting for placements in the following academic year. Watch for email from Field Experience Coordinator Bridget Burns.	Submit Clinical Practice application by April 30 for following fall or spring placements. Pass the content-area test for Library Information Specialist (see il.nesinc.com).	
Apply & receive acceptance into SLMP.	Complete and document pre-clinical observations: 100 hours in school libraries, no more than 25 hours in any one school. Current school library employees receive 25 hours credit upon request. See more information at ./pre-clinical-observations .	
<input type="checkbox"/> Pass LIS content-area test (allow 4 weeks for results to post to ELIS). <input type="checkbox"/> Complete SOIS & education courses. <input type="checkbox"/> Complete pre-clinical observations.	Enroll in LIS 820 Clinical Practice, which includes two 200-hour clinical practice placements in school libraries. See more information at ./clinical-experience-placement .	



EXIT		
Prerequisite(s)	Requirements	Notes
<input type="checkbox"/> Clinical placements completed & all evaluations documented. <input type="checkbox"/> LIS 820 course completed & grade submitted. <input type="checkbox"/> e-Portfolio completed: <ul style="list-style-type: none"> ○ Résumé ○ Artifacts from required courses ○ Artifacts from clinical placement(s) 	<p>Once you receive notice that the clinical practices are documented and that work for LIS 820 is complete, schedule an exit interview with the program director at your convenience.</p> <p>After the exit interview, and with the program director's authorization, the licensure officer will complete the licensure and endorsement application and contact the candidate with instructions for securing the professional educator license and LIS endorsement.</p>	

The Illinois State Board of Education may enact new rules or legislation that change licensure requirements. As a result, students may need to meet requirements other than those identified here.