

*****PRACTICE APPLICATION*****

2023-2024 ILLINOIS NB MAINTENANCE OF CERTIFICATION (RENEWAL) FEE SUBSIDY APPLICATION

Welcome to the application for the Illinois NB Maintenance of Certification (Renewal) Subsidy.

The National Board Resource Center (NBRC) at Illinois State University is excited to announce that the application for the Illinois NB MOC Candidate Fee Subsidy is open from September 15, 2023 at 10:00AM to January 19, 2024 at midnight.

Timeline:

- Application opens September 15, 2023 at 10:00AM
- You must complete the Illinois NB MOC (Renewal) application no later than January 19, 2024 at midnight.
- You must complete the National Board registration and pay the \$75 registration fee to NBPTS by January 26, 2023.
- Names of applicants will be posted to the NBRC website weekly from September 18, 2022 through January 22, 2023.
- You must submit your PPG to NBPTS by May 2024 (actual date determined by NBPTS).
- Payments of \$495 will be made to NBPTS **ONLY** for the candidates who complete the required steps.

STOP! Do not proceed until you 1) complete this practice application and 2) [read the details about the Illinois NB Maintenance of Certification \(Renewal\) Subsidy application](#).

SECTION I

1. First Name:
2. Last Name:
3. Middle Name:
4. Maiden Name (use N/A if this question does not apply):
5. Birthday (mm/dd/yyyy):
6. Race (used only for overall reporting in efforts to ensure equity and diversity of the National Board program):
 - a. Hispanic or Latinx
 - b. Native American or Alaska Native
 - c. Asian
 - d. Black or African American
 - e. Native Hawaiian or Other Pacific Islander
 - f. White
 - g. Two or more races
 - h. Choose not to answer
 - i. Other, please specify:
7. Home Phone (include area code, no spaces or dashes. Ex: 3094361635):
8. Work Phone (include area code, no spaces or dashes. Ex: 3094361635):

9. Home Address:
 - a. Street:
 - b. City:
 - c. State:
 - d. Zip:
10. Home County (Ex: Cook, McLean, DuPage, etc.):
11. Personal email address where you can be reached at all times, including summer (school emails tend to be blocked – please be sure this is typed accurately):
12. Professional email address (please be sure this is typed accurately):
13. Current Teaching Position (select all that apply):
 - a. High School
 - b. Middle School
 - c. Elementary School
 - d. Pre-School
 - e. Currently not teaching
 - f. Other, please specify
14. Current position in the public-school system (select all that apply):
 - a. Teacher
 - b. Counselor
 - c. Administrator
 - d. Instructional Coach
 - e. Retired
 - f. Curriculum Director
 - g. Other, please specify
15. Name of school where you are currently employed:
16. Address of school/entity:
 - a. Street:
 - b. City:
 - c. State:
 - d. Zip:
17. School County (Ex: Cook, McLean, DuPage, etc.):
18. Region, County, District, Type (RCDT) Code: (Ex: City of Chicago – 150162990-25-0000)
 - a. Go here to look up for code. Click on RCDTS Code Lookup → RCDTS Lookup Page → Search by District: <https://www.isbe.net/Pages/Data-Analysis-Directories.aspx>
19. Official school district name:
20. Address of district:
 - a. Street
 - b. City
 - c. State
 - d. Zip code

21. Title of district administrator
 - a. Superintendent/CEO
 - b. Assistant Superintendent
 - c. Principal
 - d. Human Resources Director
 - e. Other, please specify:
22. Name of district administrator:
23. Telephone number of District Administrator (include area code, no spaces or dashes. Ex: 3094361635)
24. Email of district administrator:

SECTION II (new page of application)

25. NBPTS Teaching Certificate. Include the Discipline and Developmental Level (Ex: Art/Early and Middle Childhood). Use this link to understand and decide with NB certificate you will choose to complete. This certificate should complement your Illinois license:
 - a. https://www.nbpts.org/wp-content/uploads/2019/04/Choosing_the_Right_Certificate.pdf
26. NBPTS/NBCT MOC Candidate Identification Number:
 - a. This number usually start with a C0 or just a 0 and is followed by additional numbers. Please contact NBPTS if you don't know you candidate IB number:
<https://www.nbpts.org/contact-us/>
27. You must be within your eligibility window for MOC (Renewal) with National Board. What is the expiration date of your NB certification?
 - a. Please refer to the NBPTS MOC calendar to confirm eligibility window:
<https://www.nbpts.org/wp-content/uploads/2021/05/MOC-Calendar.pdf> Please refer to NBPTS directory if you are unsure of your certification's expiration date:
<https://www.nbpts.org/nbct-directory/>
28. To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, all candidates must hold a valid Illinois Educator Identification Number (IEIN). This applies even if your current position does not require one. This information can be found in the Illinois Educator Licensure Information System (ELIS) (<https://www.isbe.net/Pages/Educator-Licensure-Information-System.aspx>):

Primary Information

Full Name: Jane Doe
 IEIN: 123456
 DOB: mm/dd/yyyy
 Gender: female
 Former Name: Deer

29. To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, all candidates must hold a valid Professional Educator License (PEL). This applies even if your current position does not require one. This information can be found in the Illinois Educator Licensure Information System (ELIS) under “MY CREDENTIALS” (<http://www.isbe.net/ELIS/default.htm>):

Select	License ID	License	Status Code
Select	1234567	Professional Educator License	

To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, applicants must agree to the questions below and authorize their signature to confirm agreement (you will check ‘Agree’ to all these statements on the application):

30. To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, all candidates must agree that their Illinois license is valid and current and unencumbered (e.g. not suspended or revoked). Do you agree that your Illinois license is valid and current?
31. To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, all candidates must agree that after being deemed eligible for the subsidy, you will register with National Board for MOC and pay the \$75 registration fee by January 30, 2023. Please DO NOT PAY the \$495 Maintenance of Certification fee. If eligible, the state will pay this for you.
32. To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, all candidates must agree that their NB certificate is valid and not expired when applying for Maintenance of Certification (Renewal). Do you agree that your NB certificate is current and not expired?
33. To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, all candidates must agree that they are within their MOC eligibility period with National Board. Do you agree that you are within your eligibility to renew your certification for National Board?
34. To be eligible for the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, all candidates must submit the completed NB Profile of Professional Growth (PPG) to NB by the due date designated by NBPTS. Do you agree to submit the completed NB Profile of Professional Growth (PPG) to NB by the due date? If unable to complete the PPG by the due date, you must withdraw your National Board account prior to February 28, 2023 in order to be eligible for future Illinois subsidies.
35. The Illinois NB Maintenance of Certification (Renewal) Fee Subsidy will be paid directly to NBPTS for those candidates who are eligible to receive the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, register with NBPTS and pay the \$75 non-refundable registration fee, complete the instructions outlined in [Step 4 on the MOC Subsidy website](#), and submit a completed PPG to NB by the due date. NBPTS will post this payment to the NB account of the Maintenance of Certification (Renewal) Candidate applicant. Do you agree that you understand that the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy will be paid directly to

NBPTS for those applicants who are eligible to receive the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy, who register with NBPTS and pay the \$75 non-refundable registration fee for the 2022-2023 cycle, complete the instructions outlined in [Step 4 on the MOC Subsidy website](#) ,and who agree to submit the completed NB Profile of Professional Growth (PPG) to NB by its due date?

36. Do you agree that you submitted complete and correct information in the Illinois NB Maintenance of Certification (Renewal) Fee Subsidy Application?
37. By checking "Agree" I authorize my signature to confirm agreement to my responses in Section II and attest that my responses are truthful and accurate.