

**Board of Educational Examiners' Minimum Requirements:  
Adding the ESL K-12 Endorsement to Existing Iowa Teacher Licensure**

**A. Completion of 18 semester hours of coursework to include the following (suggested courses are listed below each of the required content areas):**

**1. Knowledge of linguistics to include the following:**

- a. Psycholinguistics and sociolinguistics
- b. Language acquisition and proficiency (knowledge of first and second language acquisition; knowledge of first and second language proficiency)
- c. Language to include structure and grammar of English

*630:125 Introduction to Linguistics or 630:130 The Structure of English  
630:165 Language Development*

**2. Knowledge of pedagogy to include the following:**

- a. Methods and curriculum (bilingual and ESL methods; literacy in native and second language; methods of subject matter content; adaptation and modification of curriculum)
- b. Assessment to include language proficiency and academic content

*630:193 TESOL I: Methods and Approaches  
630:194 TESOL II: Pedagogical Strategies*

**3. Knowledge of cultural and linguistic diversity to include the following:**

- a. History
- b. Theory, models, and research
- c. Policy and legislation
- d. Current issues with transient [immigrant] populations

*630:160 Sociolinguistics or 630:163 Cultural Aspects of Language and Language Teaching  
630:196 Bilingual Education in the Public Schools*

**B. Supervised teaching experience at both the K-6 and 7-12 endorsement levels, at least one of which must include ESL**

**1. Those who have earned—or are candidates for—a UNI degree**

**Those without previous ESL teaching experience** should complete a minimum of 12 classroom hours teaching in an ESL classroom—with additional time as appropriate for preparation and assessment—under the supervision, if possible, of a teacher who holds the ESL K-12 endorsement, or if need be, a building supervisor of teachers. Supervised teaching experiences should be arranged through consultation—both prior to and afterwards—between the supervisor of the teaching experience and UNI's Coordinator of TESOL in the Department of English.

**Those who already have classroom experience teaching ESL** may substitute this experience for the required supervised teaching experience subject to the following: (a) approval by UNI's Coordinator of TESOL; (b) supervised teaching experiences that include both the K-6 and 7-12 endorsement levels; and (c) written documentation of the supervised teaching experience in a letter from the supervisor.

Supervised ESL teaching experience should be documented in a **letter from the supervisor** to the Office of the Registrar, UNI, with a copy to the Coordinator of TESOL, Department of English, UNI.

## **2. Those who have not earned—nor are candidates for—a UNI degree**

Transcripts of coursework that satisfies the required ESL K-12 endorsement content areas and also documentation of appropriate supervised ESL teaching experience should be forwarded to the Registrar at the Iowa institution where one has completed—or is a candidate for—one's degree (one's "home" institution). This applies whether endorsement coursework is completed at UNI or elsewhere for those who are *not* past or future UNI graduates.

If the applicant is not a graduate of an Iowa institution, then transcripts and documentation of appropriate supervised teaching experience would need to be reviewed by the Board of Educational Examiners. The applicant should consult the appeal procedure provided on the BOEE website: [www.state.ia.us/boee/doc/esl.html](http://www.state.ia.us/boee/doc/esl.html).

**Note:** a non-UNI degree holder or candidate who has completed at least four of the six required ESL K-12 endorsement courses at UNI may request that the documentation of their coursework and supervised teaching experience be reviewed by UNI's Teacher Licensure Analyst.

## **Frequently Asked Questions Regarding Adding an ESL K-12 Endorsement**

### **1. Do these minimum requirements for an ESL K-12 endorsement qualify anyone to be an ESL teacher?**

Those who qualify for an ESL K-12 endorsement based on these minimum requirements must already hold an Iowa Teaching License, which necessarily would already have at least one endorsement. An Iowa Teaching License authorizes its holder to teach; the endorsements on this License specify the grade level (K-6 or 7-12 or both) and/or the subject areas (if appropriate) that one is qualified to teach.

### **2. How do I get the ESL K-12 endorsement added to my Teaching License?**

The application for adding an endorsement to an existing Teaching License may be downloaded from the website of the Iowa Board of Educational Examiners: [www.state.ia.us/boee/doc/esl.html](http://www.state.ia.us/boee/doc/esl.html).

Holders of Iowa Teaching Licensure who are also holders of—or candidates for—a UNI degree should send this application, a check for the fee made out to the Board of Educational Examiners, and a request for review of the applicant's file (transcript of courses and letter documenting appropriate supervised ESL teaching experience) to this address:

Teacher Licensure Analyst  
Office of the Registrar  
University of Northern Iowa  
Cedar Falls, IA 50614-0006

After confirming that endorsement requirements have been satisfied, the Records Analyst will forward the application, fee, and UNI's recommendation to the Board of Educational Examiners.

### **3. How many hours must I complete for a conditional endorsement?**

A conditional ESL K-12 endorsement requires completion of at least 9 semester hours of TESOL coursework. The application may be downloaded from the Board of Educational Examiners website (see above) and then sent with the required fee and official transcripts to the Board of Educational Examiners. A conditional endorsement has a two-year term; all endorsement requirements must be completed within two years.

### **4. May a teacher teach in a bilingual classroom without the ESL endorsement?**

Yes, the teacher must hold the appropriate grade level endorsement and, if applicable, the appropriate content endorsement. Iowa does not have a separate endorsement for bilingual education.