C-113

P-CDOP

**LICENSURE - TEACHERS**

All full-time and part-time teachers in Catholic elementary and secondary schools of the diocese shall have earned at least a bachelor’s degree from a regionally accredited college or university and, with the exception of teachers who teach religion exclusively, hold a valid professional educator license from the State of Illinois. Teachers who hold licensure from another state should obtain and maintain appropriate licensure from the State of Illinois with endorsement(s) for the grade levels and/or subjects they teach.

Preschool and prekindergarten teachers must have a current Illinois professional educator license.

All newly hired teachers in the elementary schools of the Catholic Diocese of Peoria who teach religion are encouraged to seek catechetical certification as recommended in the administration regulation for this policy. Secondary school teachers who teach religion shall have at least 18 hours or their equivalent in Catholic theology and/or religious education from an accredited Catholic college or university. Any exception shall require the approval of the Superintendent of Schools.

It is the responsibility of the principal to maintain appropriate documentation in each teacher’s personnel file of compliance with the regulations of Policy C-113.

Reviewed 6/2020, 7/2021, 7/2022

Revised 7/2022

C-113

AR-OCS

**LICENSURE - TEACHERS**

State of Illinois Teacher Licensure

A request for a waiver from state teaching licensure requirements shall be made by the administrator wishing to hire a particular teacher for a particular position. This request shall be made in writing to the Superintendent of Schools and accompanied by the rationale for the request. If requesting exemption for a part-time teacher, the extent of part-time duties shall be indicated. Waivers are granted for a period of one year only.

Spiritual Formation

All teachers in the elementary schools of the Diocese of Peoria who teach religion shall complete an annual minimum of 5 spiritual development hours and are required to attend the annual Diocesan Catechetical Institute. Teachers who would like to seek catechetical certification should consider one of these approved online programs:

* Catholic Education Center, LLC: <https://www.catholiceducationcenter.com>
* University of Dayton: <https://vlcff.udayton.edu/certificates/catechesis.php>
* University of Notre Dame: <https://mcgrath.nd.edu/online-courses/step/>
* Christendom College: <https://graduate.christendom.edu/academics/catechist-certification>

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