NATIONAL LOUIS UNIVERSITY

UGC ED PREP Content Test Timeline

Find answers to your Content Test questions in our FAQs!
Contact Us: UndergraduateContentTest@nl.edu

220/300: NLU's Minimum Score Requirement
240/300: Illinois State Board of Education (ISBE)'s Minimum Score Requirement to Earn a Professional Educator License (PEL)

UPON DECLARING A LICENSURE-SEEKING MAJOR

- Review the Content Test Requirements section of your licensure major's handbook
- Identify your Deadline with your advisor
- Ensure you receive weekly Content Test emails
- Attend UGC Ed Prep Orientations:
  - Field Hours & Methods Hours



12-7 MONTHS BEFORE DEADLINE

- Register for and complete the Discover Course.
- Create a study plan
- Attend weekly small group workshops or watch asynchronous videos in the Discover Course
- Identify and fill knowledge gaps using your test's list of objectives.
- Secure accommodation paperwork if applicable

TEST ACCOMMODATIONS:
Vez Osmani vosmani@nl.edu
MENTAL & EMOTIONAL WELLNESS:
counseling@nl.edu

6-1 MONTH BEFORE DEADLINE

- Secure your detailed score report from ILTS (2-3 weeks after the test)
- Request 1-1 tutoring, if eligible
- Consider using paid test preparation resources like study.com and/or Passage
- Schedule your next test attempt. ILTS policy requires you wait 14 days between test attempts.

EXTENDED DEADLINE ARRIVES

MINIMUM SCORE MET: Congratulations! Continue into your linked student teaching placement.
MINIMUM SCORE NOT MET: You have two options to choose from:

- Continue retaking the Content Test until you meet the minimum score requirement. Afterwards, contact the Office of Field Experience to discuss Student Teaching placement options.
- Meet with your coach/advisor to discuss a change to the Applied Educational Studies program which allows you to graduate with a degree in education, but without licensure.

ORIGINAL DEADLINE ARRIVES

MINIMUM SCORE MET: Congratulations! Continue into your linked practicum & student teaching placement.
MINIMUM SCORE NOT MET: Don't get discouraged! You can extend your deadline if you meet 3 requirements: (1) attempted the exam at least once before deadline, (2) registered for Discover Course, (3) signed Content Test acknowledgement form

Please continue to the next page for instructions, links, and resources to use during the Building Awareness Phase of preparing for the Content Test.

BUILDING AWARENESS PHASE			
AS SOON AS YOU DECLARE YOUR LICENSURE-SEEKING MAJOR			
Review the Content Test Requirements section of your licensure major's handbook: • ELE: Elementary Education • ECE: Early Childhood Education • ECL: Elementary & Early Childhood Education • SEE: Secondary Education-English • SEM: Secondary Education-Math	Identify your Content Test Deadline with your **advisor** using your degree plan.	Ensure you are receiving weekly Content Test emails from Content Test Support Specialists Check your NLU email inbox for Content Test emails. If you are not receiving Content Test emails, please contact undergraduatecontenttest@nl.edu.	Attend UGC Ed Prep Orientations • Field Hours & Methods Hours Orientation Senior Content Test Support Specialists attend both orientations to present information about the Content Test and answer any questions you have. Keep an eye on your NLU email inbox for specific dates and times.
☐ *I have completed this step.*	☐ *I have completed this step.*	☐ *I have completed this step.*	☐ *I have completed this step.*

Please continue to the next page for instructions, links, and resources to use during the Preparation Phase of preparing for the Content Test.

PREPARATION PHASE					
12 – 7 MONTHS BEFORE YOUR DEADLINE					
12 months out	11 months out	10 months out	9 months out	8 months out	7 months out
• Register for Discover Course • Create Study Plan	• Implement Study Plan • Complete 25% of Discover Course • Attend Workshops • Identify & Fill Knowledge Gaps	• Complete 50% of Discover Course • Attend Workshops • Identify & Fill Knowledge Gaps	• Complete 75% of Discover Course • Attend Workshops • Identify & Fill Knowledge Gaps	• Complete 100% of Discover Course • Request Voucher Code • Attend Workshops • Identify & Fill Knowledge Gaps • Secure Accommodation Paperwork	• Register for Exam Attempt • Schedule Exam Attempt • Confirm Accommodations with ILTS Testing Center

PREPARATION PHASE: LINKS AND RESOURCES

Identify & Fill Knowledge Gaps

Review Exam Objectives

Identify vocabulary words and concepts that you don't feel confident about. Currently, Objective Packets are available to students pursuing the ELE and ECE exams. If available, make a copy of and use the Objective Packet to identify any gaps in understanding and plan how you will fill these gaps in understanding.

- Elementary Education Objectives
  - ELE Objectives Packet
- Early Childhood Education Objectives
  - ECE Objectives Packet
- Secondary Education - English Objectives
- Secondary Education - Math Objectives

☐ *I have completed this step.*

Fill Knowledge Gaps

Use the **free** resources available through NLU:

- Your previous education preparation coursework (accessible through D2L)
- Online Resources (YouTube, Khan Academy,

Attend Small Group Workshops

Small Group Workshops occur over Zoom on Wednesdays between 6 – 7 PM during academic terms. Currently, small group workshops are only available to students pursuing the ELE and ECE exams.

View our Small Group Workshop Flyer for the Spring 2024 term, outlining the dates of workshops and directions for joining the workshops.

Students who are not available on Wednesdays between 6 – 7 PM are encouraged to watch the Weekly Workshop video recordings available in the Discover Course.

Note: This slide deck specifically guides you towards the ELE videos, but the ECE videos are in the neighboring module within the D2L Discover Course.

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Logistically Prepare for Test Attempt

Request Voucher Code

Once you complete 100% of the Discover Course Test Prep Module for your exam, email either Oana Manta at omanta@nl.edu or Cara Ruzila at cruzila@nl.edu to request a $122 voucher code.

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Secure Accommodation Paperwork

Students are eligible to receive testing accommodations for the following reasons:

1. Individuals With a Learning or Cognitive Disability
   a. Reach out to Vez Osmani at vosmani@nl.edu for help.
2. Individuals Whom English Is Not a Primary Language
   a. Review the Bilingual Student Accommodation Request document from El Centro de Excelencia
3. Nursing Mothers

- Review the Alternative Testing Arrangements

etc.) ☐ *I have completed this step.* Consider using **paid** test preparation resources. The only two resources NLU's Ed Prep Specialists recommend students use are: ● Study.com ($42/month with discount) ○ Use this link and follow these steps for the discounted price! ● Passage ○ Early Childhood Education Course ($30/month) ○ Elementary Education BUNDLE ($35/month) ○ ELE students also have the option of enrolling in the ELE Language & Literacy and Math course for $20/month or the Science, Social Studies, Fine Arts, and Physical Health & Development course for $20/month. ☐ *I have completed this step.*		slide deck for more information. ● Allow one month for accommodation requests to be processed. ☐ *I have completed this step.* **Register for & Schedule Test Attempt** ● Follow the steps laid out in Module 1 of the Discover Course Module for your exam. ● Reach out to one of the Content Test team's Student Workers for help: ○ Gaby Villa gvilla@my.nl.edu ○ Jennifer Brackmann jbrackmann@my.nl.edu ☐ *I have completed this step.*

Please continue to the next page for instructions, links, and resources to use during the Testing & Retesting Phase of preparing for the Content Test.

TESTING AND RETESTING (AS NEEDED)					
6 months out	5 months out	4 months out	3 months out	2 months out	1 month out
• 1-2 Test Attempts • 1-1 Tutoring • Fill Knowledge Gaps	• 1-2 Test Attempts • 1-1 Tutoring • Fill Knowledge Gaps	• 1-2 Test Attempts • 1-1 Tutoring • Fill Knowledge Gaps	• 1-2 Test Attempts • 1-1 Tutoring • Fill Knowledge Gaps	• 1-2 Test Attempts • 1-1 Tutoring • Fill Knowledge Gaps	• 1-2 Test Attempts • 1-1 Tutoring • Fill Knowledge Gaps

TESTING & RETESTING PHASE: LINKS AND RESOURCES		
1 – 2 Test Attempts	**1 – 1 Tutoring**	**Fill Knowledge Gaps**

ILTS Policy requires students to wait a minimum of 14 days between test attempts, meaning that students can attempt the exam twice in one month. Generally, students will receive their detailed score reports within 2 – 3 weeks of taking the test. Once you receive your detailed score report, reflect on your subarea scores and dedicate more studying time and effort to the subarea(s) in which you scored below a 240.
 	
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	• Students are eligible for 1-1 tutoring if they meet ALL of the requirements below:
	  ○ Have scored below a 220 on their most recent exam attempt.
	  ○ Have access to their detailed score report from ILTS (usually issued 2-3 weeks after each test attempt)
	  ○ Have completed 100% of the Discover Course
	  ○ Have completed the Objectives Packet for their exam and identified gaps in understanding
	• ELE Students: Please email Oana Manta at omanta@nl.edu to request 1-1 tutoring. Please attach your most recent score report and your completed ELE Objectives Packet.
	• ECE Students: Please email Cara Ruzila at cruzila@nl.edu to request 1-1 tutoring. Please attach your most recent score report and your completed ECE Objectives Packet.
	
	☐ *I have completed this step.*
		Use the **free** resources available through NLU:
		• Your previous education preparation coursework (accessible through D2L)
		• Online Resources (YouTube, Khan Academy, etc.)
		
		☐ *I have completed this step.*
		
		Consider using **paid** test preparation resources. The only two resources NLU's Ed Prep Specialists recommend students use are:
		• Study.com ($42/month with discount)
		  ○ Use this link and follow these steps for the discounted price!
		• Passage
		  ○ Early Childhood Education Course ($30/month)
		  ○ Elementary Education BUNDLE ($35/month)
		  ○ ELE students also have the option of enrolling in the ELE Language & Literacy and Math course for $20/month or the Science, Social Studies, Fine Arts, and Physical Health & Development course for $20/month.
		
		☐ *I have completed this step.*

Please continue to the next page for information & resources related to your Original Pass Deadline and your Extended Pass Deadline (if applicable).

ORIGINAL PASS DEADLINE DAY	
I passed my licensure exam by my original deadline.	I did not pass my licensure exam by my original deadline.
Congratulations! Continue into your linked practicum and student teaching placement.	Don't get discouraged! You can extend your original deadline if you: 1. Have attempted the exam at least once by your deadline 2. Are registered for the Discover Course 3. Sign an acknowledgement form indicating that you understand that, according to Illinois State Law (ISBE, Section 25.720), if you do not pass the Content Test by your Extended Deadline, you cannot progress into Student Teaching in the following term. Remain enrolled in your practicum course while you continue preparing for your licensure exam. ☐ *I have completed this step.*

EXTENDED PASS DEADLINE DAY	
I passed my licensure exam by my extended deadline.	I did not pass my licensure exam by my extended deadline.
Congratulations! Continue into your linked student teaching placement.	You have two options: 1. Continue retaking the exam until you pass. Upon passing, reach out to the Office of Field Experience to discuss Student Teaching placement options. 2. Meet with your coach/advisor to discuss a change to the Applied Educational Studies program which allows you to graduate with a degree in education (without licensure).

HELP! WHO SHOULD I REACH OUT TO?			
First, check the Content Test Frequently Asked Questions (FAQs) document. Your question may be answered here!			
Content Test Preparation	Test Registration & Discover Course Navigation	Test Accommodations	Mental and Emotional Health Support
Content Test Support Specialists ELE & TLP: Oana Manta omanta@nl.edu ECE & LBS1: Cara Ruzila cruzila@nl.edu	**ECE Peer Support Tutors** Brianna Hodges Kaitlan Gomez ecemeeting7@gmail.com	**NLU Center for Student Accessibility Resources** Vez Osmani (she/her) Director of Center for Student vosmani@nl.edu	**NLU Counseling & Wellness** counseling@nl.edu This resource is FREE to currently enrolled NLU students.