**Section 25.411 Voluntary Removal of Endorsements and Approvals**

This Section sets forth the conditions upon which a licensee may voluntarily remove one or more endorsements issued on a professional educator license or an educator license with stipulations or one or more approvals.

a) A licensee may request the removal of an endorsement or approval only between January 1 and May 1 of each calendar year, with the endorsement or approval being removed by no later than July 1 of the same calendar year.

b) A licensee shall not request removal of any endorsement from a professional educator license or an educator license with stipulations or removal of any approval if the licensee is subject to an ongoing investigation conducted by the State Board or there is other evidence or allegations of misconduct.

c) Any licensee not subject to the provisions set forth in subsection (b) shall provide written notification to the State Board, using a form provided for this purpose, of the licensee's intent to remove one or more endorsements or approvals. The notification shall include the licensee's full name as recorded in ELIS, the licensee's license number, and the name of each credential to be removed. The notice shall be submitted to:

Chief Legal Officer

Illinois State Board of Education

555 W. Monroe Street, Suite 900

Chicago, Illinois 60661

d) Confirmation noting the date that the endorsement or approval was removed shall be sent to the individual within 30 days after receipt of the request. Removal of the endorsement or approval shall be reflected in ELIS.

e) A licensee may reapply for an endorsement or approval (excluding one-time issued short-term approvals) removed under this Section by paying the fee required in Section 21B-40 of the Code, provided that:

1) at least 10 years has passed since the endorsement or approval was removed;

2) the licensee passes all tests required for the endorsement or approval as set forth in Section 21B-30 of the Code and Section 25.720; and

3) the licensee provides evidence of meeting all other requirements in effect for the endorsement or approval, as set forth in Article 21B of the Code and this Part, at the time the licensee makes application for the endorsement or approval.

f) A licensee shall not request the removal of the same endorsement or approval more than once every 10 years.

(Source: Amended at 48 Ill. Reg. 7729, effective May 9, 2024)