

Application for Visual Impairment Consortium for Teacher Preparation (VICTP) Endorsement

Name:		Last Four Digits of Social Security Number:	
Street Address:			
City:	State:	Zip:	
Home Phone:		Work Phone:	
Home Fax:		Work Fax:	
Home Email:		Work Email:	

Applicant Signature: _____

Any candidate eligible to receive the Visual Impairment Endorsement must fill out the above information and submit the following documents:

- An official transcript(s) from each institution that coursework was taken for the Visual Impairment (VI) Endorsement. (Request each university to send the transcript directly to the Michigan Department of Education at the address below.)
- A completed Plan of Study with each course initialed by Western Michigan University advisor. (Please note that transfer courses will only be accepted if accompanied by official transcript(s) and a signed course equivalency petition.)

Send the required documents to:

Dana Billings
Office of Special Education
Michigan Department of Education
P.O. Box 30008
Lansing, MI 48909

This endorsement will not be issued until the student has taken and passed the Michigan Test for Teacher Certification – VI, applied, and made payment through the Michigan Online Educator Certification System (MOECS), and all required documentation has been received and approved by the Office of Special Education and the Office of Professional Preparation Services (OPPS).

MOECS link:

<https://www.michigan.gov/en/mde/Services/ed-serv/moeecs>