Secondary / All Level

TExES Test Approval Process

Exam	1st Attempt	2nd Attempt	3rd Attempt	4th Attempt	5th Attempt
Content Exam	**EDUC 3302** 1. Email the department chair or program coordinator to request your eligibility form. Include the following in your email: • Full name • Student ID • Current semester in our program (Block I, Block II, applying for clinical teaching, etc.) Contact OEPA or your Program Specialist for your program coordinator contact information. 2. Complete educational activities assigned by program coordinator. • Upon approval, your program coordinator will issue a signed Eligibility form through email. 3. Proceed to Step 2 of Teacher Certification Roadmap to submit *TExES Testing Request Application* in Tk20 within 48 hours of receiving your signed Eligibility Form. 4. Take your official Certification exam by the 3rd Friday of May (Spring) / 3rd Friday of December (Fall). If you did not pass, please refer to 2nd Attempt process within 48 hours of receiving your official score report.	1. Email department chair or program coordinator to request eligibility within 48 hours of receiving your official Pearson score report. Include the following in your email: • Official Pearson score report (most recent) • Full name • Student ID • Current semester in our program (Block I, Block II, applying for clinical teaching, etc.) 2. Complete educational activities as assigned by program coordinator. • Upon approval, your program coordinator will issue a signed Eligibility form through email. 3. Proceed to Step 2 of Teacher Certification Roadmap to submit *TExES Testing Request Application* in Tk20 within 48 hours of receiving your signed Eligibility Form. If you did not pass, please refer to 3rd, 4th, and 5th Attempt process within 48 hours of receiving your official score report.	1. Email your department chair or program coordinator to request eligibility within 48 hours of receiving your official Pearson score report. Include the following in your email: • Official Pearson score report (most recent) • Full name • Student ID • Current semester in our program (Block I, Block II, applying for clinical teaching, etc.) 2. The department chair or program coordinator will issue an individualized study prescription for you to document your studying progress. • Complete the study plan (with higher expectations) and educational activities within the time frame given in your prescription. • Tutoring sessions are mandatory as indicated in your study prescription. • Study prescription may require retaking representative exams for Content exam, STR (293), and /or PPR (160). 3. Email completed study plan and score report/transcript (ex. Certify Teacher, 240 Tutoring) to the Certification Exam Support Hub. • The practice test assigned must show a score of 85% or higher in all domains. **A review for eligibility will be conducted based on successful individual performance as demonstrated on study plan, tutoring and assessment scores.** • Upon approval, your program coordinator will issue a signed Eligibility form through email. 4. Proceed to Step 2 of Teacher Certification Roadmap. Submit *TExES Testing Request Application* in Tk20 within 48 hours of receiving your signed Eligibility Form.		
EC-12 PPR (160)	**EDUC 3304 / EDUC 3306** 1. Complete the preparation assigned in EDUC 3302. • Complete Certify Teacher for the PPR and achieve a score of 80% or higher in all four domains by the 1st Friday of March (Spring) / 2nd Friday of October (Fall). 2. This exam must be taken when enrolled in EDUC 3304 and/or EDUC 3306. • When 80% or higher is achieved, proceed to Step 2 of Teacher Certification Roadmap by submitting a *TExES Testing Request Application* in Tk20 with your Certify Teacher score report uploaded. 3. Take your official Certification exam by the 3rd Friday of June (Spring) / 3rd Friday of November (Fall). If you did not pass, please refer to 2nd Attempt process within 48 hours of receiving your official score report.	1. Create an *Eligibility Request Form* on Tk20 within 48 hours of receiving your official Pearson score report and upload it to the application. 2. The Certification Exam Support Hub will issue an individualized study plan for you to document your studying progress. • Complete the study plan within the time frame given in your prescription. • Tutoring sessions are mandatory as indicated in your study prescription. • Study prescription may require retaking representative exams for EC-6 Core Subjects (391), STR (293), and /or PPR (160). 3. Email completed study plan and score report/transcript (ex. Certify Teacher, 240 Tutoring) to the Certification Exam Support Hub. **A review for eligibility will be conducted based on successful individual performance as demonstrated on study plan, tutoring and assessment scores.** • Upon approval, the Certification Exam Support Hub issues a signed Eligibility Form through email. 4. Proceed to Step 2 of Teacher Certification Roadmap. • Submit *TExES Testing Request Application* in Tk20 within 48 hours of receiving your signed Eligibility Form. If you did not pass, please refer to the 3rd, 4th, and 5th Attempt process within 48 hours of receiving your official score report.			
ELAR 4-8 only **Science of Teaching Reading (293)**	**READ 3324** 1. Complete READ 3324 pre-assessment before scheduling your representative exam. 2. Take the STR (293) Representative Exam by the 3rd Friday of March (Spring) / 2nd Friday of November (Fall). • The link to register can be found at the bottom of the OEPA homepage. 3. Create an *Eligibility Request Form* application on Tk20 with your Item Analysis Sheet (Representative Exam results) uploaded within 48 hours of test-taking. 4. The Certification Exam Support Hub will issue an individualized study prescription on Tk20. • Complete the study plan within the time frame given in your prescription. • For Domain 013, attend a workshop to obtain clearance. • Tutoring sessions are mandatory as indicated in your study prescription. 5. Email completed study plan and score report/transcript (ex. Certify Teacher, 240 Tutoring) to the Certification Exam Support Hub • Study plan is due 1st Friday of May (Spring) / 1st Friday of December (Fall). • Upon approval the Certification Exam Support Hub will issue a signed Eligibility Form through email. 6. Proceed to Step 2 of Teacher Certification Roadmap to submit *TExES Testing Request Application* within 48 hours of receiving your signed Eligibility Form. 7. Take your official Certification exam by the 1st Friday of June (Spring) / 1st Friday of January (Fall). If you did not pass, please refer to 2nd Attempt process within 48 hours of receiving your official score report.				

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The information stated in this document is in compliance with the new 19 Texas Administrative Code (TAC) Chapter 228.31, Requirements for Educator Preparation Programs.