

# Teacher Certification

The following information is provided by the Fredericksburg ISD Human Resources regarding certification requirements for teacher applicants and current employees. For additional information, please contact: 830-997-9551 for more information.

## Fredericksburg ISD REQUIREMENTS FOR EMPLOYMENT

To be employed by Fredericksburg ISD, the applicant must provide the HR Department with:

1. Official Transcripts
2. Texas Teaching Certificate or Out of State Teaching Certificate
3. Provide a Statement of Eligibility through an Alternative Certification/University Based Program
4. Passed the required content test in subject or area to be Highly Qualified under the No Child Left Behind Act
5. Passed the ExCET or TExES exam for the No Child Left Behind Act

Please make sure that your Texas Education Profile (TEA) is up to date with your current information. You can access your TEA profile by clicking on the link below and then following the steps on the link.

[www.tea.texas.gov](http://www.tea.texas.gov)

Click on Teal login, login with your username and password

## BASIC REQUIREMENTS ON HOW TO BECOME A TEACHER IN TEXAS

1. You must have a Bachelor's Degree from an accredited college or university. (The only exemption from the degree requirement is for individuals seeking Career and Technology certification to teach Career and Technology Courses)
2. You must complete a teacher training through an approved Program.
3. You must successfully complete the appropriate teacher certification tests for the subject and grade level you wish to teach.

## TESTING FOR CERTIFICATION INFORMATION

### TExES/ExCET Exams

All teachers in the state of Texas are required by TEA to complete State Mandated Exams before being eligible for certification and to be considered Highly Qualified under the No Child Left behind Act. Registration instructions, test dates and study guides are available at [www.texas.ets.org](http://www.texas.ets.org)

## **TEXAS ORAL PROFICIENCY TEST**

The TOPT/BTLPT/LOTE exams are required for Bilingual, Spanish, or French Teachers along with the TExES/ExCET exams. Registration instructions, test dates and study guides are available at [www.texas.ets.org](http://www.texas.ets.org)

## **OUT OF STATE CERTIFICATE**

Teachers who are employed in Fredericksburg ISD who hold an out-of-state certificate must apply online through the TEA for a review of out-of-state credentials and a one-year certificate. After applying online, the teacher will receive a notice from the TEA indicating that the out-of-state certificate has met the Texas standards for a Texas credential. Finger prints are required for issuance of the one-year certificate.

The one-year certificate will be sent to the teacher shortly after notification from the TEA. The teacher must pass all state mandated tests as indicated on the review during the validity dates of the one-year certificate. However, prior to employment, No Child Left Behind requirements must be met by either passing the content exam, college major in specific subject for secondary level assignments, or evaluate transcripts for twenty-four hours of college course work with twelve hours of upper level course work (must be evaluated by certification office). After taking and passing all required exams, the teacher is required to go back to the website and apply for the 5 year Standard certification. During the validity of the 5 year certificate, the teacher must complete a minimum of 150 professional development hours before the Standard certificate can be renewed. The teacher will receive a notice from the TEA several months before the 5 year Standard certificate expires to renew the certificate. Educators must keep their TEA profile updated at all times at [www.tea.texas.gov](http://www.tea.texas.gov).

## **EMERGENCY/TCAP PERMITS**

Employees must follow the TEA guidelines to eligible to be placed on a permit.

## **STANDARD CERTIFICATE RENEWAL**

The renewal date of a standard certificate shall be five years after the last day of the certificate holder's next birth month. For example, an educator born in March who is issued a certificate in December 1999 would be subject to renewal requirements in March 2005. An educator may apply for renewal as early as six months prior to the expiration date of the standard certificate.

## **RE-VALIDATING A LIFETIME CERTIFICATE**

### **OPTION 1: THEA**

An examination regarding three components: reading, writing, and math. You will only need to take the reading and writing portions. Once you successfully complete the test and you receive your official score report you will need to contact educator certification after you have completed the test.

## OPTION 2: ExCET or TExES

Pass the ExCET or TExES examination in another content area. Once you successfully complete the test and your scores are in your TEA account you will need to contact educator certification, we will then verify the test results and revalidate your certificate.