

Navigating Undergraduate Teacher Education Matriculation and Certification Processes

This resource provides current and future educator candidates with an overview of the UNT Dallas School of Education (SOE) undergraduate teacher education program and SOE resources.

Why Teach?



The teaching profession provides the opportunity to:

- change lives and make a difference.
- prepare the next generation.
- earn a competitive salary and signing bonuses.
- become vested in a retirement system with benefits and income after leaving the profession.

Our Mission

The School of Education (SOE) will prepare students for careers in education and prepare them to serve in linguistically and culturally diverse communities in the North Texas region and beyond. The SOE strives to strengthen area school districts in the UNT-Dallas community with high quality teachers who will ultimately serve under resourced youth. The SOE also works directly with school district and community college partners to support recruiting. We are also actively engaged with students and alumni to improve student retention and graduation rates.

Future Teachers' Creativity Lab

Through our mission we provide many opportunities for our SOE students and candidates to obtain experiences to prepare for the education profession. Our Future Teachers' Creativity Lab is filled with resources.



SOE Contact Information

www.teach.untdallas.edu
soeteam@untDallas.edu
972-338-1503

Student Advisement

To set up an advisement appointment, visit:
<https://advising.untDallas.edu>.

Students **under 60 credit hours** meet with one of our Student Success Advisors.

Students **at or above 60 credit hours** will meet with the designated UNTD Education Advisor.

SOE Division Contacts

UNT DALLAS School of Education

Office of the Dean of Education Contact Information and Student Support

The School of Education is here to serve you! Please contact the coordinator/chair/director first for support. We can be reached in Dal 1 241, via our office phone at 972-338-1503 or email - SOEteam@untDallas.edu. Thank you!

University Academic Advisors for the School of Education

The undergraduate student advisors from initial enrollment **up to 60 credit hours** are as follows:

Mr. Patrick Morgan	patrick.morgan@untDallas.edu
Ms. Chelsie Washington	chelsie.washington@untDallas.edu
Ms. Angeleena Young	angeleena.young@untDallas.edu

The advisor for BS, INDE students seeking initial teacher certification with **over 60 credit hours** is Mrs. Shannin Garrett (Advising@untDallas.edu).

School of Education Offices

Office of Assessment, Data, and Outcomes

Data Specialist for Student and Academic Outcomes

DatadriveSOE@untDallas.edu

Dal 1 231

Office of Clinical and Field-Based Experiences

Dr. Clarissa Plair, Clinical Teaching Director

SOEClinical.Field@untDallas.edu

Dal 1 221

Office of Educator Certification and Accountability

Mrs. Sheetal Kumar, Teacher Certification and Accountability Officer

SOETCAO@untDallas.edu

972-338-1346

Dal 1 201Q

Office of Recruitment and Student and Partner Engagement

Ms. Tanisha Bell, Director of Student and Partner Engagement

SOEngages@untDallas.edu

972-338-1319

Dal 1 219



UNT DALLAS School of Education

School of Education Certification Programs and Coordinators

Early Childhood – Grade 6 and Bilingual

Chair, Admission to Clinical Internship (Student Teaching) SOEClinical.field@untDallas.edu

Dr. Patsy Sosa-Sanchez Patsy.Sosa-Sanchez@untDallas.edu

Dal 1 201C

Early Childhood – Grade 6 and English as a Second Language

Languages Other Than English-Spanish EC-12 (LOTE Spanish EC-12) – Education Courses

Dr. Randy Clinton Bell Randy.Bell@untDallas.edu

Dal 1 201B

Languages Other Than English-Spanish EC-12 (LOTE Spanish EC – 12) – Spanish Courses

Dr. Mara Vaughn Mara.Vaughn@untDallas.edu

FH 204

Early Childhood – Grade 6 and SPED Early Childhood – Grade 12

Admission to Teacher Education Programs (Initial Programs) SOEATE@untDallas.edu

Dr. Julie Southward Julie.Southward@untDallas.edu

Dal 1 261

English, Language Arts, and Reading Grades 4-8

Dr. Cynthia Rodriguez Cynthia.Rodriguez@untDallas.edu

Dal 1 201L

Math Grades 4-8, Social Studies Grades 4-8, and Science Grades 4-8

Dr. Gwendolyn Johnson Gwendolyn.Johnson@untDallas.edu

Dal 1 301B

Alternative Teacher Certification and Master of Education in Curriculum and Instruction Programs

CurriculumandInstruction@untDallas.edu

Dr. Mychelle Smith Mychelle.Smith@untDallas.edu

972-338-1373

Dal 1 321

School Principal Certification & Master of Education in Educational Leadership Degree Programs

Dr. Jerry Burkett Jerry.Burkett@untDallas.edu

972-338-1815

Dal 1 331

School of Human Services Educator Certification Program

School Counselor Certification and Master of Education in School Counseling Programs

Dr. Shelley Jackson Shelley.Jackson@untDallas.edu

972-338-1345

Dal 1 105T

Liberal Arts & Sciences Certification Programs

Mathematics Grades 7 – 12

Dr. Richard Chandler Richard.Chandler@untDallas.edu

972-338-1588

FH 228

Life Science Grades 7 - 12

Dr. Muhammed Yousufuddin Muhammed.Yousufuddin@untDallas.edu

972-338-1528

FH 252

Degrees and Certifications

UNT Dallas undergraduate future teachers are pursuing the **Bachelors of Science in Interdisciplinary Studies degree** with a specific area of certification (major area).

The **area of certification** is a State of Texas designation of the **grade level** and **content areas** a teacher is qualified to teach after meeting coursework, testing, and field experience requirements.

All applicants who apply to become certified in Texas must pass **required licensure examinations** and a **national criminal history background check**.



What is Certification/Licensure?

Certification is a state license to teach in public schools – which verifies the educator has demonstrated the knowledge and skill to instruct a defined age group of students in the specified content areas. In the State of Texas, [there are multiple steps to becoming certified.](#)



- 1** Complete our UNTD SOE educator preparation program (EPP).
- 2** While enrolled in the EPP, apply to take and pass certification exams (S http://www.tx.nesinc.com/PageView.aspx?f=GEN_Tests.html.
- 3** Obtain a Bachelor's Degree.
- 4** Submit UNTD SOE application to be Recommended take a state application and pay for Certification and apply to the respective state where you want to obtain certification. In Texas, apply in the TEA Educator Online Certification System and pay the required fees.
- 5** Complete fingerprinting as part of a mandatory criminal background check.

To learn more, visit: [https://tea.texas.gov/Texas Educators/Certification/Initial Certification/Becoming a Classroom Teacher in Texas](https://tea.texas.gov/Texas_Educators/Certification/Initial_Certification/Becoming_a_Classroom_Teacher_in_Texas).

Undergraduate Degree Program and Certification Areas

Teacher candidates graduate with eligibility for multiple areas of certification making our students highly competitive. Every candidate seeking a BS, Interdisciplinary Studies choose from one of the eight areas of certification listed below:

- Early Childhood-6th Grades and English as a Second Language (**EC-6 & ESL**)
- Early Childhood-6th Grades and Bilingual Education (**EC-6 & Bilingual**)
- Early Childhood – 6th Grades and Special Education Grades EC-12 (**EC-6 & SpEd**)
- Languages Other Than English – Spanish K-12 (**LOTE K-12**)
- Mathematics Grades 4-8 and English as a Second Language (**Math 4-8 & ESL**)
- Science Grades 4-8 and English as a Second Language (**Science 4-8 & ESL**)
- Social Studies Grades 4-8 and English as a Second Language (**SS 4-8 & ESL**)
- English, Language Arts, and Reading Grades 4-8 and English as a Second Language (**ELAR 4-8 & ESL**)
- Life Science Grades 7-12 (**Life Science 7-12**)
- Mathematics Grades 7-12 (**Math 7-12**)

Which certification area should you pursue?

Several factors inform a future teacher's decision around which certification area to pursue.

What age of students do you want to work with?

EC-6 → Elementary

4-8 → Middle School

EC-12 → Any grade

7-12 → Highschool

Which degree will best accommodate transfer coursework?

Depends on your coursework, but generally EC-6/ESL or any 4-8 Content Area



Are you fluent in written and oral Spanish?

EC-6 Bilingual or

LOTE- Spanish EC-12

Competitive Signing Bonuses (varies by district)

EC-6 Bilingual

Special Education EC-12,

Mathematics

Science

Choosing a Certification Area

When enrolling at UNTD SOE, educator candidates select an area of certification so their degree plan will incorporate the coursework needed. Below is a chart comparing some of our certification areas. See required exams on the next slide.

Certification Area	Certification Exams	High Needs Hiring Area	School Placement
EC-6 and ESL	4 exams	Yes – with ESL	Elementary
EC-6 and Bilingual	5 exams	Yes, often w/ signing bonus	Elementary
EC-6 and SpEd EC-12	4 exams	Yes, often w/ signing bonus	All Levels
ELAR 4-8 and ESL	3 exams	Yes – with ESL	Middle School
SS 4-8 and ESL	3 exams		Middle School
Math 4-8 and ESL	3 exams	Yes, often w/ signing bonus	Middle School
Science 4-8 and ESL	3 exams	Yes, often w/ signing bonus	Middle School
LOTE – Spanish EC-12	2 exams	Yes	All Levels
Life Science 7-12	2 exams	Yes, often w/ signing bonus	Middle and High School
Mathematics 7-12	2 exams	Yes, often w/ signing bonus	Middle and High School

Required TExES Licensure Examinations



Required Initial Teacher TExES Tests by Certification Class	
Major	Required Licensure Examination
Elementary Grades EC-6 & ESL	Core Subjects EC-6 (291) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160) Science of Teaching Reading (293)- Starting 1/1/2021
Elementary Grades EC-6 & Bilingual	Bilingual Education Supplemental (164) Bilingual Target Language Proficiency Test (BTLPT) Spanish (190) Core Subjects EC-6 (291) Pedagogy and Professional Responsibilities EC-12 (160) Science of Teaching Reading (293)- Starting 1/1/2021
Elementary Grades EC-6 & Special Education EC-12	Core Subjects EC-6 (291) Special Education EC-12 (161) Pedagogy and Professional Responsibilities EC-12 (160) Science of Teaching Reading (293)- Starting 1/1/2021
Mathematics Grades 4-8 & ESL	Mathematics 4-8 (115) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160)
ELAR Grades 4-8 & ESL	English Language Arts and Reading 4-8 (117) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160) English as a Second Language Supplemental (154)
Science Grades 4-8 & ESL	Science 4-8 (116) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160)
Social Studies Grades 4-8 & ESL	Social Studies 4-8 (118) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160)
Life Science Grades 7-12	Life Science 7-12 (238) Pedagogy and Professional Responsibilities EC-12 (160)
Mathematics Grades 7-12	Mathematics 7-12 (235) Pedagogy and Professional Responsibilities EC-12 (160)
Languages Other Than English (LOTE) - Spanish Grades EC-12	LOTE Spanish (613) Pedagogy and Professional Responsibilities EC-12 (160)

- These examinations are required by the State of Texas to become certified educators.
- You should complete and pass the required certification exams prior to clinical teaching.
- **Texas limits the number of times to complete an individual exam to five attempts total.**

Changing your Degree Program and Certification Area

Prior to program admission, students can change their area of certification by submitting a Change of Major form with University Advisement.

UNT DALLAS
Office of the Registrar
Add/ Change of Degree, Major, Minor, or Certificate Form

Name _____ Student ID _____
Email Address _____ Phone _____

FROM or REMOVE	TO or ADD
Catalog Year _____	Catalog Year _____
Major 1 _____	Major 1 _____
Major 2/Minor _____	Major 2/ Minor _____
Certificate _____	Certificate _____
Teacher's Cert _____	Teacher's Cert _____
Concentration 1 _____	Concentration 1 _____
Concentration 2 _____	Concentration 2 _____
Concentration 3 _____	Concentration 3 _____
Concentration 4 _____	Concentration 4 _____

STUDENTS - READ AND SIGN BELOW:
I understand that this form does not complete the change of degree process and that I must schedule an appointment with the appropriate advisor to review program requirements. I understand that I must meet all of the graduation requirements for the new major, minor, or certificate as stated in the catalog of the effective term. Any change to my current degree could extend my graduation date.

Signature _____ Date _____
Advisor Signature _____ Date _____

Instructions for students

- 1) Complete the top section with your name, ID, Email address, and Phone Number.
- 2) Complete the next section according to what action you are taking below.
 - a. If you are doing a major change (going from one major, minor, concentration, or certificate to another) complete **both** the **From or Remove** column and **To or Add** column.
 - b. If you are removing a major, minor, concentration or certificate complete **only** the **From or Remove** column.
 - c. If you are adding a major, minor, concentration or certificate complete **only** the **To or Add** column.
 - d. If you are requesting a catalog year change complete **both** the **From or Remove** column and **To or Add** column.
- 3) Sign in the blank for Student Signature
- 4) Obtain your Advisor's Signature by emailing advising@untdallas.edu or at the Student Solutions Center in the Student Center Building.
- 5) Submit form to the Office of the Registrar at registrar@untdallas.edu or at the Student Solutions Center in the Student Center Building.

Instructions for Advisors

- 1) Review the form and advise the student on how this change will affect their degree completion.
- 2) Sign the form and return it to the student

Student obtains form from Registrar's Office → Student completes form, signs, and obtains advisor signature → Advisor reviews and advises student, signs form, and returns to student → Student submits form to Registrar's Office for processing

After program admission, students must submit the Change of Major form to University Advisement with a copy to the coordinator and Teacher Certification and Accountability Officer (TCAO). The TCAO will update the status in ECOS for students admitted to teacher education.

Programmatic Progression

An overview of programmatic stages from enrollment at the university through full teacher certification.

Program At A Glance

The Teacher Education program is structured so candidates can meet coursework **requirements for their degree** and **requirements for professional teacher certification**.

Certification requirements include coursework, field experience hours, clinical teaching, and certification exams.

The following slides will walk you through our program sequence with more detail on key benchmarks and requirements.

Phase 1: Completion of Core and Major Coursework

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Become admitted to UNT Dallas.

Declare BS, Interdisciplinary
Studies Major with initial teacher
certification.

Complete Core Courses & Begin
Major Courses.

Program Benchmark

*Complete 60 credit hours (including 2 math and 2 science courses)
with a 2.75 GPA.*

Apply for Admission to
Teacher Education.

Before 60 credit hours,
students meet with a
student success
advisor. After, students
work with the
designated
SOE Coordinator.

How do I apply for Admission to Teacher Education?

View application and process steps at <https://teach.untdallas.edu/teacher-education-program-admissions>.

Compile all required items needed for admission.

Submit all required materials in the digital application.



Admission to Teacher Education Requirements

For additional details, visit <https://teach.untdallas.edu/teacher-education-program-admissions>.

- Candidates will be notified in writing whether they are offered admission to teacher education.
- Candidates must accept and sign/or digitally accept the offer letter for admission to teacher education.
- Commensurate with enrollment in EDUC 3320, pay for and set up a TK20 account.
- See TK20 steps at <https://teach.untdallas.edu/tk20>.
- For questions on TK20 contact DatadriveSOE@untDallas.edu.



Phase 2: Completion of Teacher Education Core Courses

Acceptance to Teacher Education



Completion of
Teacher Education Courses



Program Benchmark and Clinical 1 Admissions Requirements

Complete all core, major, and teacher education coursework with a 2.75 GPA or higher. Earn a B or higher in EDUC 3320 and pass Checkpoint 1. Show documentation of content licensure examination preparation and/or passage.

Application for Clinical 1: Methods



<https://teach.untdallas.edu/clinical-teaching>

School of Education

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Study Plan

Use this multi-step study plan to analyze your diagnostic test scores, set testing goals by competency, and map out your study plan onto a calendar.

TExES Test Study Plan

Name: _____ Contact: _____ TExES: _____

Step 1: Analyze Your Readiness to Test

Analyze Your Overall Test Score
What was your most recent score on a TExES test? _____ What percent correct does that represent? _____ %

How reliable to you think this score is? _____
example: a real test = highly reliable; a qualifier from UNT Dallas = reliable; CertifyTeacher or Tutoring 240 = less reliable

Analyze Your Performance by Competency
Calculate your percentage correct by each competency and list out which competencies fall where. This will help you know where to focus your study efforts and resource collection.

Strengths (Competencies in 80%-100% range)	
Solids (Competencies in 70%-79% range)	
Almost There (Competencies in 50%-60% range)	
Need Attention (Competencies in 0%-49% range)	

Step 3: Set Study and Testing Goals

I will successfully pass my exam on _____. I will need to submit my request for approval to test with this study documentation on _____ (at least 7 days in advance of testing date).

To know I am ready to pass, I will need to see the following in my study efforts:

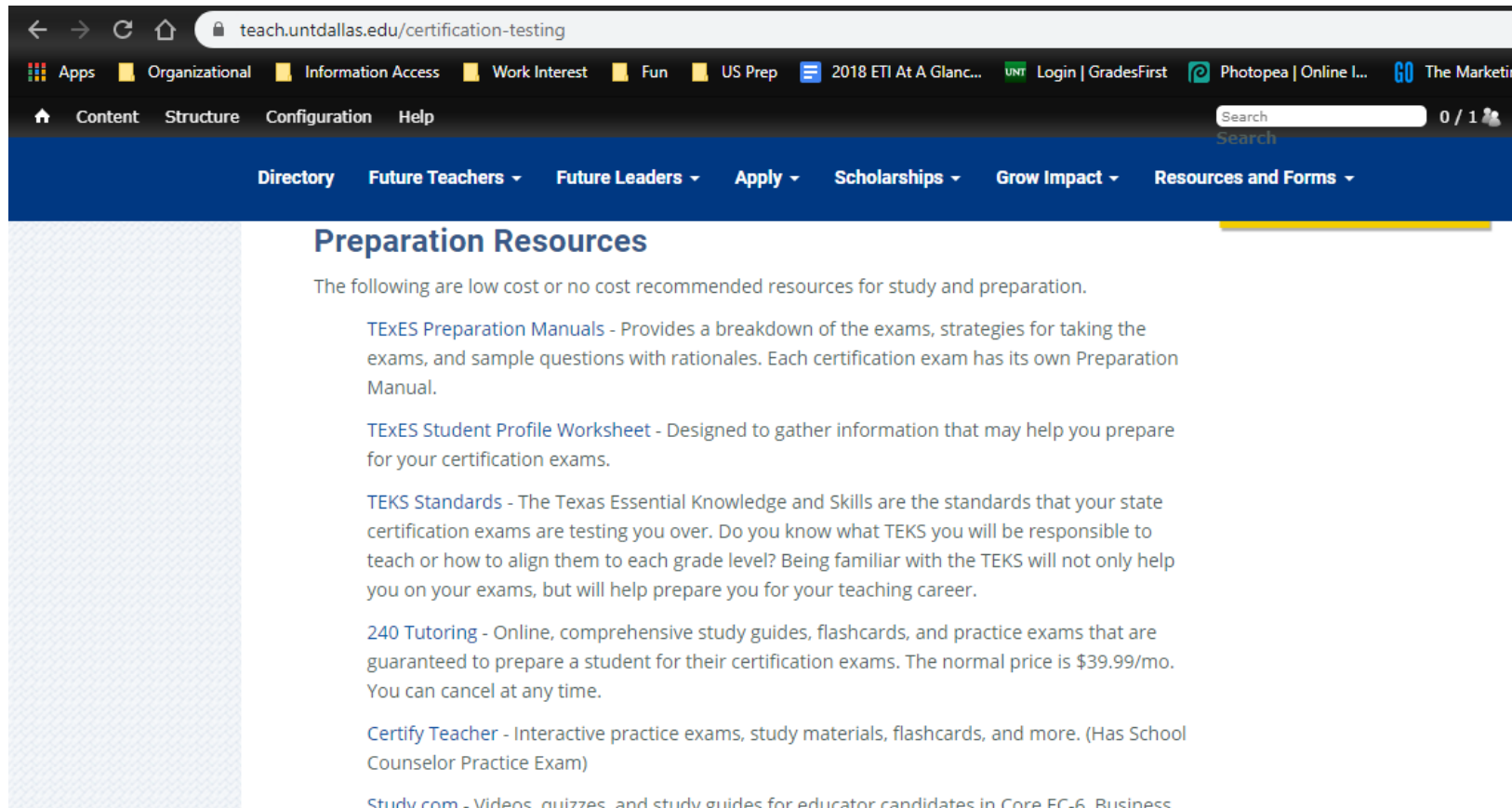
To access this study plan and more, go to <https://teach.untDallas.edu/certification-testing>.

TExES Preparation Resources



- Series of symposia offered throughout the year for current students, clinical teachers and interns, alumni, and district partners.
- Symposia topics include: test preparation, career preparation, and current topics in education.
- Sessions are offered free of charge to students and graduates.
- UNTD SOE offers Continuing Education Units (CEUs) to certificated educators.

Online TExES Resources



The screenshot shows a web browser at the URL teach.untdallas.edu/certification-testing. The page has a dark blue header with navigation links: Apps, Organizational, Information Access, Work Interest, Fun, US Prep, 2018 ETI At A Glanc..., Login | GradesFirst, Photopea | Online I..., and The Marketin. Below the header is a search bar and a navigation menu with links: Directory, Future Teachers, Future Leaders, Apply, Scholarships, Grow Impact, and Resources and Forms. The main content area is titled "Preparation Resources" and contains the following text: "The following are low cost or no cost recommended resources for study and preparation." Below this, there are five resource descriptions: "TExES Preparation Manuals - Provides a breakdown of the exams, strategies for taking the exams, and sample questions with rationales. Each certification exam has its own Preparation Manual.", "TExES Student Profile Worksheet - Designed to gather information that may help you prepare for your certification exams.", "TEKS Standards - The Texas Essential Knowledge and Skills are the standards that your state certification exams are testing you over. Do you know what TEKS you will be responsible to teach or how to align them to each grade level? Being familiar with the TEKS will not only help you on your exams, but will help prepare you for your teaching career.", "240 Tutoring - Online, comprehensive study guides, flashcards, and practice exams that are guaranteed to prepare a student for their certification exams. The normal price is \$39.99/mo. You can cancel at any time.", and "Certify Teacher - Interactive practice exams, study materials, flashcards, and more. (Has School Counselor Practice Exam)". At the bottom, there is a link to "Study.com - Videos, quizzes, and study guides for educator candidates in Core EC-6, Business".

To access forms and learn more: <https://teach.untdallas.edu/certification-testing-preparation-resources>.

Representative Examinations

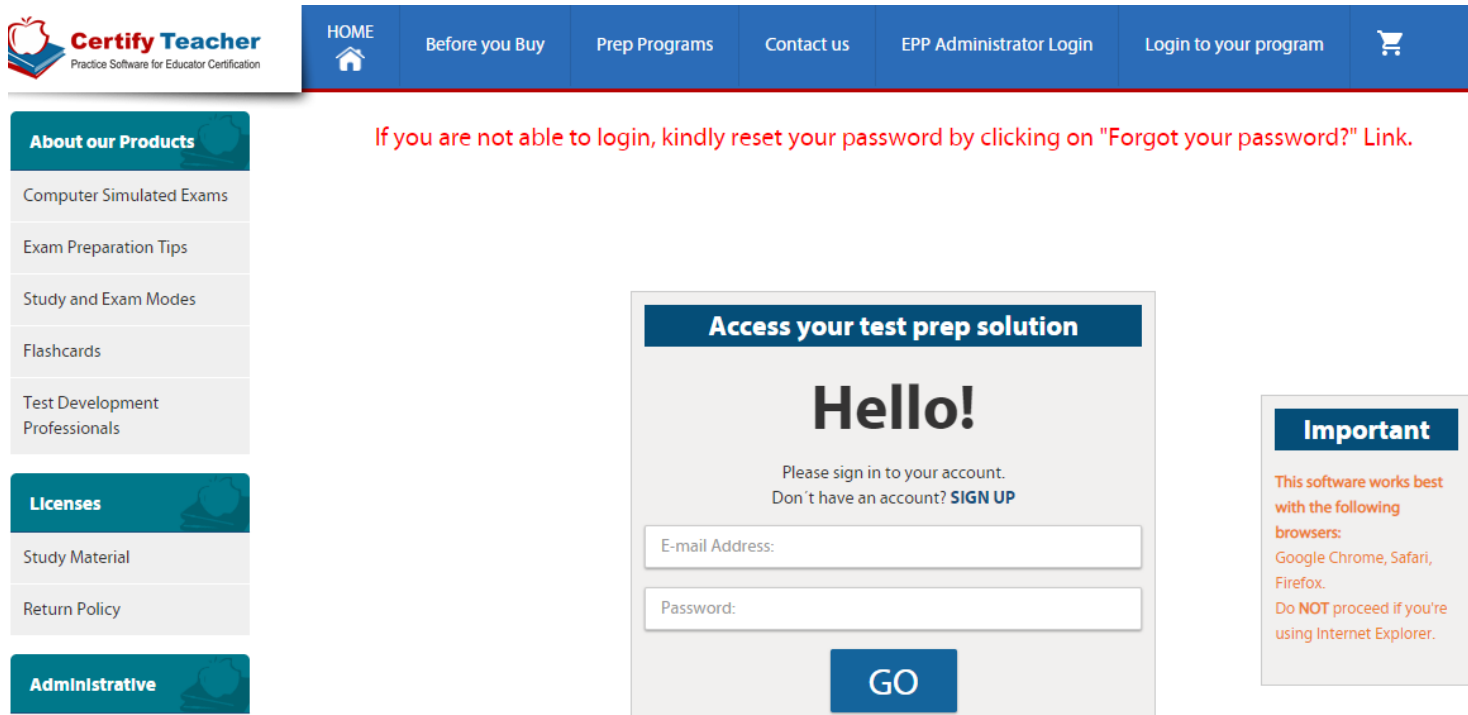
- Representative exams are the most reliable as they are retired, former TExES exams.
- UNT Dallas testing center offers computer based representative tests under a secure testing environment. Our campus is also an approved testing site for Pearson TExES exams.
- All exams are monitored via Respondus Monitor and reviewed by testing staff.
- Currently, students and alumni pay a fee of \$25.00 per representative test attempt with limitations on the number of attempts.
- Students can log into the Canvas Course and retrieve their scores. Go to Grades then switch to Learning Mastery to see all competencies tested on and mastered.



To access testing center information, go to <https://advising.untdallas.edu/testing-services-unt-dallas>. Register at <https://www.registerblast.com/untdallas/Exam/List>.

Certify Teacher Access

Certify Teacher is a commercial resource where students can get a baseline diagnostic score and online practice questions. The BECAS grant has current funding to pay for students to have access (ends August 31, 2021).



The screenshot shows the Certify Teacher website interface. At the top is a navigation bar with links: HOME, Before you Buy, Prep Programs, Contact us, EPP Administrator Login, and Login to your program. A shopping cart icon is also present. On the left is a sidebar with categories: About our Products (Computer Simulated Exams, Exam Preparation Tips, Study and Exam Modes, Flashcards, Test Development Professionals), Licenses (Study Material, Return Policy), and Administrative. The main content area features a login form titled 'Access your test prep solution' with a 'Hello!' greeting. The form prompts the user to sign in or sign up, with fields for E-mail Address and Password, and a 'GO' button. A red text note above the form says: 'If you are not able to login, kindly reset your password by clicking on "Forgot your password?" Link.' To the right of the form is an 'Important' box stating that the software works best with Google Chrome, Safari, or Firefox, and not Internet Explorer.

To gain access, email SOETCAO@untdallas.edu with your first name, last name, untgd email address, and requested exams.

Phase 3: Clinicals Benchmarks

Clinical I – Methods Block

- Methods courses for the teaching area(s)
- Includes field observation hours in an accredited school field placement in the subject(s) you are obtaining preparation to teach

Clinical II – Clinical Teaching

- Commonly referred to as student teaching or practice teaching
- Occurs in an accredited school field placement

Clinical 1 Application Steps

What are my Clinical 1 admission requirements?



- Ensure prior admission to Teacher Education.
- Successfully complete* of all core, major, and teacher education coursework with a **2.75 GPA**
 - **All Candidates:** EDUC 3320 and Checkpoint 1
 - **Passing grades in Teacher Education courses.**
- Meet licensure examination benchmarks.
 - **All Candidates:** Attempt on/passage of the content and PPR representative exam or actual TExES exams.
- Complete the Application to Clinical 1 in TK20 by the assigned deadline prior to the semester of entrance.

**Or, have a signed and approved contingency plan for completion*

Clinical Admissions TExES Test Matrix and Clinical Toolkit

Clinical Toolkit- Undergraduate

(Updated: 11.10.2020)

Undergraduate Teacher Certification Program Testing Matrix

(Updated: 11.23.2020)

UG Program	Clinical I	Clinical II	Licensure Examination (Successfully pass the following TExES Tests)
Elementary EC-6 & ESL	Representative Test: EC-6, PPR, and ESL Supplemental	Representative Test with 85% or higher: EC-6, PPR, and ESL Supplemental Attempt on the TExES content area exam	Core Subjects EC-6 (291) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160) Science of Teaching Reading (293)- Starting 1/1/2021
Elementary EC-6 & Bilingual	Representative Test: EC-6, PPR, Bilingual Supplemental, BTLPT	Representative Test with 85% or higher: EC-6, PPR, Bilingual Supplemental, BTLPT Attempt on the TExES content area exam	Bilingual Education Supplemental (164) Bilingual Target Language Proficiency Test (BTLPT) Spanish (190) Core Subjects EC-6 (291) Pedagogy and Professional Responsibilities EC-12 (160) Science of Teaching Reading (293)- Starting 1/1/2021
Elementary EC-6 & Special Education EC-12	Representative Test: EC-6, PPR, and SpEd EC-12	Representative Test with 85% or higher: EC-6, PPR, and SpEd EC-12 Attempt on the TExES content area exam	Core Subjects EC-6 (291) Special Education EC-12 (161) Pedagogy and Professional Responsibilities EC-12 (160) Science of Teaching Reading (293)- Starting 1/1/2021
Mathematics 4-8 & ESL	Representative Test: 4-8 Mathematics, PPR, ESL Supplemental	Representative Test with 85% or higher: 4-8 Mathematics, PPR, ESL Supplemental Attempt on the TExES content area exam	Mathematics 4-8 (115) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160)
ELAR 4-8 & ESL	Representative Test: 4-8 ELAR, PPR, ESL Supplemental	Representative Test with 85% or higher: 4-8 ELAR, PPR, ESL Supplemental Attempt on the TExES content area exam	English Language Arts and Reading 4-8 (117) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160) Science of Teaching Reading (293)- Starting 1/1/2021
Science 4-8 & ESL	Representative Test: 4-8 Science, PPR, ESL Supplemental	Representative Test with 85% or higher: 4-8 Science, PPR, ESL Supplemental Attempt on the TExES content area exam	Science 4-8 (116) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160)
Social Studies 4-8 & ESL	Representative Test: 4-8 SS, PPR, ESL Supplemental	Representative Test with 85% or higher: 4-8 SS, PPR, ESL Supplemental Attempt on the TExES content area exam	Social Studies 4-8 (118) English as a Second Language Supplemental (154) Pedagogy and Professional Responsibilities EC-12 (160)
Life Science 7-12	Representative Test: 7-12 Life Science OR 7-12 Science, PPR	Representative Test with 85% or higher: 7-12 Life Science OR 7-12 Science, PPR Attempt on the TExES content area exam	Life Science 7-12 (238) Pedagogy and Professional Responsibilities EC-12 (160)
Mathematics 7-12	Representative Test: 7-12 Mathematics, PPR	Representative Test with 85% or higher: 7-12 Mathematics, PPR Attempt on the TExES content area exam	Mathematics 7-12 (235) Pedagogy and Professional Responsibilities EC-12 (160)
LOTE – SPANISH	Representative Test: LOTE Spanish, PPR	Representative Test with 85% or higher: LOTE Spanish, PPR Attempt on the TExES content area exam	LOTE Spanish (613) Pedagogy and Professional Responsibilities EC-12 (160)

REMINDER:

- (1) "Representative Test" scaled score of 255/300 is equivalent to 85% on single subject test, EC-6 must be calculated based on grading scale (refer to "Clinical Toolkit" for detail)
- (2) "Representative Test" must be taken at TEA Interactive Website and/or UNT Dallas Testing Center to be approved for TExES test.
- (3) Must submit a Study Plan to Certification Officer if Representative Test score is less than 85% or did not successfully pass TExES exam.
- (4) BTLPT & LOTE Representative Test - send score, screenshots of writing prompts, and recording of speaking prompts to SOEClinical.Field@untDallas.edu

To be approved for Clinical I: Student Teaching

All candidates should:

- (1) Demonstrate evidence of Representative Test scores for each certification test in their area.
Representative Tests can be taken through TEA Interactive Website and/or UNT Dallas Testing Center.
Student MUST pass (make 85% or better) on Representative Test in order to be approved to take TExES.
- (2) Submit a study plan for any test with scores lower than an 85% (scaled score of 255/300 is equivalent to 85%).
Complete study plan per test addressing areas of weakness identified on the Representative Test(s).
Send the completed study plan to the Certification officer for additional feedback and/or resources.
Abide by your study plan(s) then obtain Certification officer's signature at the end of the 30-day study period.
Require a 30-day study period before retaking a Representative Test.
- (3) Attach study plan(s) and score(s) in TK20 Clinical I application.
non-clinical students: complete the study plans and submit to SOEClinical.Field@untDallas.edu
- (4) BTLPT & LOTE Representative Tests - send score, screenshots of writing prompts, and recording of speaking prompts to SOEClinical.Field@untDallas.edu

To be approved for Clinical II: Student Teaching

All Candidates should:

- (1) Score 85% (equivalent to scaled score of 255/300) or higher on ALL Representative Tests in their program area.
- (2) Representative Tests can be taken through TEA Interactive Website and/or UNT Dallas Testing
- (3) Submit a Study Plan for any test with scores lower than an 85%.
Complete Study Plan per test addressing areas of weakness identified on the Representative Test.
Send the completed study plan to the Certification Officer for additional feedback and/or resources
Abide by the study plan(s) then obtain Certification Officer's signature at the end of the 30-day study period to retake the Representative Test.
- (6) Submit most recent Representative Test scores, study plans, and TExES test score(s) in TK20 Clinical II application.
non-clinical students: complete the study plans and submit to SOEClinical.Field@untDallas.edu
- (5) A score report showing an attempt on the actual content TExES (EC-6 Core or 4-8/7-12 Content).
Test Approval needs to be submitted before you register to test with the state.
To be approved for the real test(s), submit:
A completed "Request for Licensure Examination Approval" form
A copy of SOE Teacher Education program admission letter
A copy of Representative Test scaled score(s) of 85% or higher
A copy of latest study plan showing practice test score(s) and dates/times of study

Representative Test Scaled Score

- (1) Scaled score of 255/300 is equivalent to 85%
- (2) Single Subject test: (Composite score + 300) x 100
- (3) Broken down content area passing score scale for EC-6 CORE:

Subject Area	ELAR	Math	Science	Social Study	Fine Arts/PE
Grading Scale	28%	18%	16%	19%	19%
Required Score to pass	56/65	34/40	39/45	30/35	39/45

Phase 4: Clinical 1 Coursework with Required Field Hours

Clinical 1 Coursework – Pass all courses to be admitted to Clinical 2.

SOE Courses Restricted to Clinical Students Only

Undergraduate Clinical I Methods Requirements by Certification Area

ELAR 4-8	MATH 4-8	SCIENCE 4-8	SS 4-8	EC-6/SPED	EC-6/BILG	EC-6/ESL	LOTE EC-12	SCIENCE 7-12	MATH 7-12
EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340	EDSP/EDUC 4340
EDRE 4861	EDME 4351	EDEE 4330	EDRE 4861	EDEE 4330	EDEE 4330	EDEE 4330	EDBE 4395		EDSE 4060
EDRE 4820	EDEE 4350			EDEE 4350	EDEE 4350	EDEE 4350	EDBE 4480*		EDSE 4840
				EDRE 4861	EDRE 4861	EDRE 4861	EDBE 4370*		

*Restricted to LOTE students only.

Undergraduate Clinical II Internship Requirements by Certification Area

ELAR 4-8, MATH 4-8, SCIENCE 4-8, SS 4-8, EC-6 and SPED, EC-6 and BIL, EC-6 and ESL, LOTE EC-12, Mathematics 7-12, and Science 7-12
EDUC 4200: Student Teaching

Application Steps: Admission to Clinical 2- Clinical Teaching and Prerequisites

Clinical 1: Methods Courses

1 day in the field weekly

Program Benchmarks

Complete all coursework except EDUC 4200 with 2.75 GPA or higher.

Pass Checkpoint 2.

Submit evidence of 85% or higher on all representative Content, Supplementals, and PPR exams or attempt/passage of actual TExES Content, Supplemental, and PPR.

**Application to Clinical 2:
Student Teaching**

**Clinical 2: Student Teaching
(EDUC 4200)**

5 days in the field weekly

**Apply for
graduation
during
Clinical 2!**

Clinical 2 – Clinical Teaching Admissions Requirements



- Current enrollment in Clinical 1: Methods courses, with a minimum of 6 credit hours residency at UNT Dallas and a 2.75 GPA
- Successful completion of all coursework, except EDUC 4200, and completion of Checkpoint II
- *Evidence of 85% or higher on all representative Content, Supplementals, and PPR exams or attempt/passage of actual TExES Content, Supplemental, and PPR exams*
- Completion of the Clinical 2 application in TK20 by the assigned deadline prior to the semester of entrance

**Or, have a signed and approved contingency plan for completion*

Phase 5: Graduation and Certification

Steps to become
certified can be found at
[https://teach.untDallas.edu/becoming-certified.](https://teach.untDallas.edu/becoming-certified)



Certification Costs

Gaining professional certification comes with costs. Below is a rough outline of costs. Please note, costs are set by the State of Texas and their vendors. *The exam costs are subject to change at the discretion of the TExES vendor (e.g. Pearson or ETS).

Fees	Amount	Notes
Each TExES Exam Attempt (content, supplemental, and PPR)	\$116*	EC-6 Core Subjects only... \$58 for a Subject Exam taken separately
EdTPA (pilot only right now)	\$311*	Currently under pilot stage
Fingerprinting & Background Check Fee	~\$52*	
Standard Certification Fee	\$78*	
TExES Test Preparation Resources	Free up to -\$150	Many students choose to access additional preparation resources.
TExES Interactive Exams	\$10*	
TExES Representative Exams (UNTD Testing Center)	\$25-30	

Applying for Certification

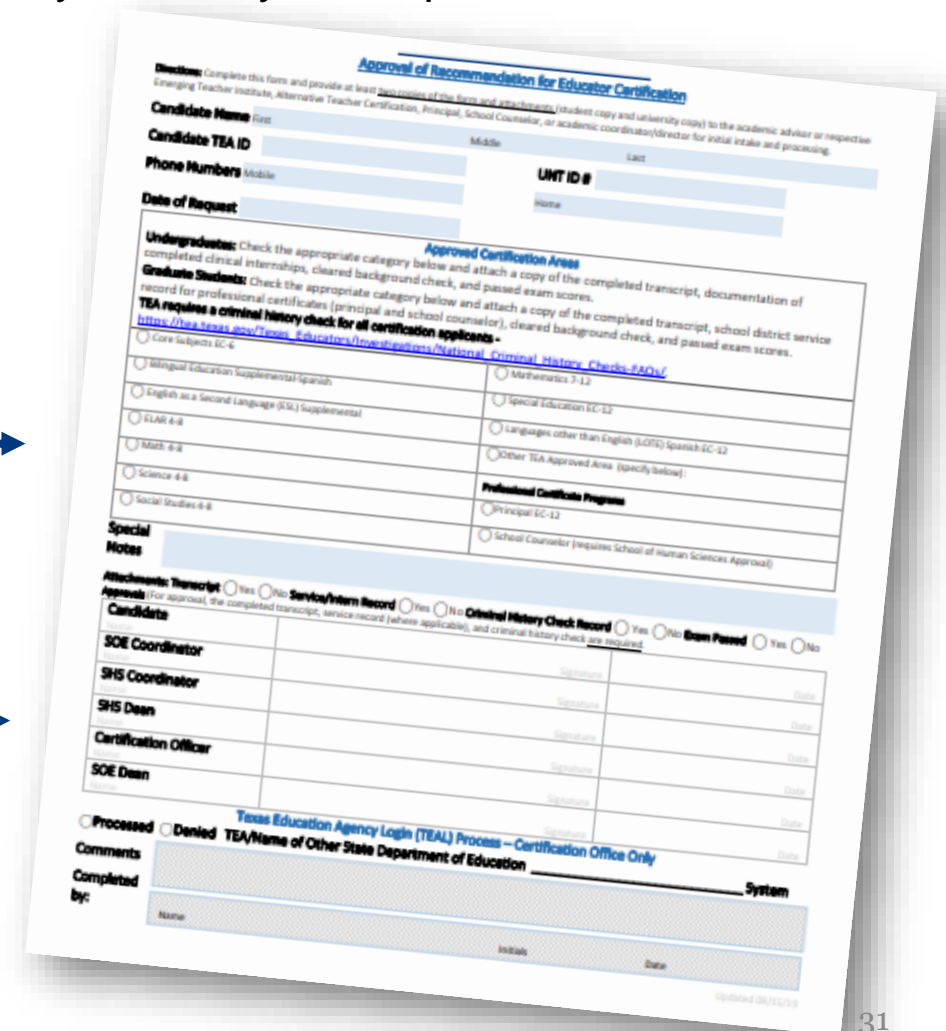
Once you have completed all prior steps for certification eligibility, submit your request to be recommended for certification.

Complete your information on the Approval of Recommendation for Educator Certification form.

Include documentation: transcript, cleared fingerprints, & passed exam scores.

Sign, date, and submit the form.

To access forms and learn more:
<https://teach.untDallas.edu/becoming-certified>



The form is titled "Approval of Recommendation for Educator Certification" and is intended for Emerging Teacher Institute, Alternative Teacher Certification, Principal, School Counselor, or academic coordinator/director for initial intake and processing. It includes fields for Candidate Name (First, Middle, Last), Candidate TEA ID, Phone Numbers (Mobile, Home), and UNT ID #. A "Date of Request" field is also present. The form is divided into sections for Undergraduates and Graduate Students, each with a table of "Approved Certification Areas" to be checked. The Undergraduate table includes Core Subjects EC-6, Bilingual Education Supplemental Spanish, English as a Second Language (ELA) Supplemental, Math 4-8, Science 4-8, Social Studies 4-8, Mathematics 7-12, Special Education EC-12, Languages other than English (LOTE) Spanish EC-12, and Other TEA Approved Area (Specify below). The Graduate Student table includes Professional Certificate Programs (Principal EC-12, School Counselor (requires School of Human Sciences Approval)). A "Special Notes" section is provided. The form also includes checkboxes for Attachments: Transcript, Service/Intern Record, Criminal History Check Record, and Exam Passed. A signature table is provided for SOE Coordinator, SHS Coordinator, SHS Dean, Certification Officer, and SOE Dean. At the bottom, there are checkboxes for Processed or Denied, a field for TEA/Name of Other State Department of Education, and a System field. A "Comments Completed by:" section with Name, Initials, and Date fields is also present. The form is dated 08/15/19.

Questions or Requests for Additional Information

If you have questions or need additional information, please contact us! Thank you!

Teacher Education Program Contact Information

SOEATE@untdallas.edu

972-338-1503 (0)



School of Education Website

teach.untdallas.edu

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soeteam@untdallas.edu

972-338-1503 (0)

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