

ACP Process Overview

Application Process

The application process will consist of an application; completing a content knowledge screening ([PACT](#)); undergoing a transcript evaluation to verify minimum coursework, certification subject-specific hours, and GPA requirements; and providing proof of professional liability coverage. These components ensure that the applicant's knowledge, experience, skills, and aptitude align with the certification being sought.

For more details, review the EPP handbook and application.

Testing

One of the required foundations for teacher certification is the successful challenge of the Texas Examination of Educator Standards (TExES). A score of PASS on this examination indicates the ability to provide the necessary tools to facilitate learning in a public-school classroom. Test procedures include test preparation, a representative exam on campus, and TExES. Not being prepared for each test will cost the student time, money, and may delay program progression. Review the EPP handbook for test requirements to proceed in the program and to the clinical experience.

Clinical Experience

The clinical experience is the culminating experience leading to teacher certification. Teacher candidates are required to display knowledge, skills, and attitudes about teaching and learning developed through specialized coursework and training. There are two clinical experience options for our program. One option is the PAID full-time yearlong **internship** as teacher of record (employed by the district) or the UNPAID yearlong **residency** on an assigned placement (3-4 days a week) with a host teacher (this option starts fall 2027). The clinical experience location must be within 60 miles of the main campus. The clinical experience dates start and end outside of the university calendar (before the first day with district students through the last day of students, following the campus schedule and calendar). For the internship, you must find a job meeting these requirements. For the residency, we will place you on a partner campus.

For the unpaid yearlong residency, there is a form you must complete with strict deadlines. To complete this form, you must be done with your TExES, 50 hours of field-based experience, and in the last weeks of your courses. The placement request forms are due November 15 for a January placement and June 1 for an August placement.

Standard Certification

The candidate will undergo a criminal history background check prior to intern and standard certification. More information can be found on the TEA website.

The candidate must complete all pre-practicum and clinical expectations to include documentation, attendance, formal and informal observations, testing, field supervisor and mentor recommendations, additional trainings, coursework, and demonstration of proficiency in each of the educator standards.



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Teacher Certification –ACP

Application Checklist and Information Packet

2026-2027 Academic Year

Thank you for applying for the Educator Preparation Program (EPP) for initial teachers. Gather the needed documents and attach everything to your application. This is your checklist. Active links are on this checklist (copies may not include links)

*All emails will be sent to the student's TAMU-CT email address only so check it often.

Your Name:		Your Warrior Student ID:
What certification area and grade levels are you applying for?		
ADMISSION REQUIREMENTS	NOTES	Check as you complete
FIRST STEP: University Graduate School Admission	This must be done BEFORE you apply to the EPP	
You will attach your unofficial transcripts to the application	Final unofficial transcripts are attached to your application showing the Bachelor's degree, date, and final GPA. These are also used to count your content credits. Students must submit all official transcripts to the university admissions department for transcript articulation. This application only needs unofficial	
RULE §230.11(a)(5) English Language Proficiency	If bachelor's degree is from out of the country, email educatorprep@tamuct.edu for more information about the TOEFL iBT and approved vendors for transcripts	
2.50 GPA overall or in last 60 to include semester where 60 th occurred	Your bachelor's degree conferral must show at least a 2.5 GPA	
§227.10(a)(4) 12 SCH subject-specific content area	Example: Cert is ELAR then you need 12 SCH of ENG credits	
	Business, economics, accounting, etc courses do not count for math Aviation courses do not count for science	
Create TEA Account and include number on application	Create a TEA Account: https://tealprod.tea.state.tx.us/TSP/TEASecurePortal/Access/LogonServlet Request a new user account, Complete information, Organization Type is "Educator" If you already have a TEA number, it will be listed on the same site above. It is a 7-digit number and not the same as your district's ID number. Contact your HR to confirm	
Content Screening Test	PACT registration --> Double check test numbers	

PACT Pass	EC-6 --> 700 Essential Academic Skills ELAR 7-12 --> 731 ELAR Social Studies 7-12 --> 732 Social Studies Test: Score(s):	
Professional Liability Insurance	See application for details	
EPP Application via the Ed Portal	Educator Portal --> Sign in --> Login using University SSO --> Texas A&M University-Central Texas --> log in with your university email and password Admissions (left side of screen) --> ACP / MAT Initial Teacher Educator Prep Program Application --> Start Application	
Review the most current EPP handbook on the website	Texas A&M University-Central Texas website	



Test Preparation

See the handbook for more information

Testing Process

- Test Preparation - Prepare / Study (see resources below)
- Test Readiness - Representative exam – sign up on EPS Canvas page
- Make 75% or higher – permission to TExES
 - ○ If not $\geq 75\%$, show approved proof of studies (listed below)
- All candidates must pass the content test(s), including content and STR (as required), before advancing to the clinical experience.

Study Resources (not all vendors have all test preparation materials):

- More test information can be found on the [EPS Canvas page](#) --> Modules --> Testing
- Preparation materials for the TExES exams can be accessed at http://www.tx.nesinc.com/PageView.aspx?f=GEN_PreparationMaterials.html **(critical to review your testing information)**
- [240 Tutoring](#)
 - Practice Test (not Diagnostic Test) 75% or higher in the subject areas needed. (serves as proof of studies)
- [Learning Liaisons](#) completion certification (serves as proof of studies)
- [Passage Preparation](#) completion certification (serves as proof of studies)
- [TExES Right Start is a self-paid subscription through Pearson to study](#) --> your test --> Prepare --> (completion certificate serves as proof of studies)
- Official district-sponsored reviews for employees (completion certificate serves as proof of studies)
- University sponsored Bootcamps (EC-6 and STR only); see EPS Canvas page for dates
- Study books are available to check out from Suite 322 in Warrior Hall
- [Certify Teacher](#)
- Course Curriculum
- I strongly recommend you review the test-taking strategies modules through 240 Tutoring, the [university](#), and [TEA](#)
- There is also a tutoring department through the university. See the [website](#) for more information.

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Educator Preparation Services (EPS) Checklist from Application to Certification

Email questions to educatorprep@tamuct.edu

- ☐ Acceptance into the EPP – complete the form linked in the acceptance email
- ☐ Complete 50 hours of Field-Based Experience (FBE) (25 hours must be interactive, not virtual or observation-only); (see EPS Canvas page for details)
- ☐ Submit reflections for each FBE (see EPS Canvas page for details)
- ☐ Prepare / Study for Content Test with 240 Tutoring subscriptions through the bookstore as listed in syllabus (EDUC 3370, 5311)
- ☐ Take Content Representative Test (EDUC 3370, 5311)
- ☐ Take Content TExES (EDUC 3370, 5311)
- ☐ As applicable - Prepare / Study for STR Test with 240 Tutoring subscriptions through the bookstore as listed in syllabus (READ 4312, 5370)
- ☐ Take STR Representative Test (READ 4312, 5370)
- ☐ Take STR TExES (READ 4312, 5370)
- ☐ Apply for Clinical Experience (Placement Request Deadline: June 1 / November 15 prior semester);

ACP has two options - yearlong paid internship (you will need a Statement of Eligibility) or semester unpaid clinical teaching (deadlines above) (clinical teaching semester is for 2026-2027 only); starting 2027-2028 the second option will be the unpaid yearlong residency (3-4 days / week) with a co-teacher; notify EPS which one you will be doing

- ☐ Pass all courses and confirm with Program Coordinator or Academic Advisor program completion in reference to courses

During Clinical Experience:

- ☐ Beginning - Attend orientation

- ☐ Beginning - Candidate Acknowledgement
- ☐ Beginning - Intern only – upload intern SBEC to Ed Portal
- ☐ First week - Upload daily schedule
- ☐ Middle - Review orientation slides for refresher
- ☐ Complete 3 Training Certificates (YMHFA in-person, Dyslexia online, TBSI online) and upload certificates to Ed Portal
- ☐ Complete POP Cycles (Pre-Observation Lesson Plan, Formal Observation, Post-Observation Reflection in Ed Portal); Intern x5, Resident and CT x4
- ☐ Complete the Professional Opportunities form in Ed Portal (one per semester)
- ☐ Prepare / Study for PPR Test (not applicable for residents)
- ☐ Take PPR Representative Test
- ☐ Take PPR TExES
- ☐ Interns only – intern / mentor conference form with each POP cycle x 5
- ☐ Residents and CT – weekly time log (see clinical orientation PowerPoint for instructions for absences, PD days, snow days, etc
- ☐ Residents and CT – Ensure your cooperating/host teacher completes your weekly log
- ☐ December / May apply for standard certification (see EPS email)
- ☐ Pass all courses and confirm with Program Coordinator or Academic Advisor program completion / graduation in reference to courses