



**Schreiner University
Professions in Education
Road to Certification**

Welcome to the Schreiner University Teacher Education Program. Schreiner University offers certification in the following areas:

- Early Childhood through Grade 6 Core Subjects
- Grades 4 through 8: Core Subjects, English language Arts & Reading, Math, or Math/Science
- Grades 7 through 12: Chemistry, English Language Arts & Reading, History, Life Science or Math
- Early Childhood through Grade 12: Art, Music, or Physical Education (EXSI)

Candidates apply for admission to the Schreiner University Teacher Education Program during their sophomore year contingent upon the completion of 60 hours. Requirements for admission to the program are:

- Submit an application
- Three recommendations
- Interview with the director
- Required GPA of 2.75 for cumulative and field or specialty and 3.0 in education courses
- Copy of a signed degree plan

The Teacher Education Committee will meet 3 times a year to approve/deny all applicants.

Upon admission to the program, the Certification Officer will submit the student to TEA as eligible to take the content and PPR exams. The individual will receive an email from TEA and Schreiner to create their account with TEA.

Once an individual has been approved for admission to the program, they must complete the following:

- **Create a TEA account**
- **Create a Pearson account**
- **Pass the practice content and PPR exams through 240 Tutoring during the Fall semester of the senior year in RDNG 4309/EDUC 4305.**
- **Access to 240 Tutoring will start the summer before your senior year and will be paid for with your clinical teaching fee along with your state exams.**
- **Pass the state TExES content & PPR test by the end of semester before clinical teaching. Register to take Science of Teaching Reading test during EDUC 4620. Test needs to be completed and passed before the end of clinical teaching.**
- **Complete all course work, field-based experiences and clinical teaching**
- **Complete their degree plan requirements**
- **Apply for the teaching certificate**

NOTE: Candidates who choose to apply for clinical teaching in the fall following their senior year must complete ALL testing before the candidate will be eligible for the clinical teaching placement.

Creating Your TEA and Pearson Account

You must create your account with TEA before you can register for your TExES tests. You will be given a TEA# and password that you need to keep in a safe and secure place.

TEA Website: www.tea.texas.gov

You will need to create your testing account with Pearson before you can register for your Content or PPR exams. Be sure to use your TEA#, not your SS#, when you create your account with Pearson.

Pearson Website: <http://www.tx.nesinc.com/>

IMPORTANT: Your name is used to connect all your records and is transmitted to ETS. If your name does not match EXACTLY on your Texas Driver's License/ State ID card and on your Educator Certification Profile, you will not be able to log in to your Educator account or register for tests.

Procedures to TExES Testing

Students are required to take and pass the practice test before they can be recommended for the actual TExES test. Scores are to be submitted to Liliana Lovisa, Certification Officer. Once a passing score has been submitted, the student will be approved for 1-time test with TEA.

Students are required to take and pass their TExES Content Area Test before doing their clinical teaching. If a student fails the TExES test, they will need to prepare to retake the exam before applying for the TExES test again. There is a 30-day waiting period between retakes.

The PPR practice exam may be taken at any time. Once a passing score has been submitted, the student will be recommended for the state TExES PPR exam after they have completed EDUC 4310 in the spring of their senior year or EDUC 5305 in the graduate program.

Registering for an Exam and Scheduling a Test Appointment

In the Pearson system, registering for an exam is separate from scheduling your test appointment.

- Before registering for an exam, you can use the seat availability tool to confirm there are available appointments at locations and on dates and times that are convenient for you.
- You may schedule your testing appointment when you register or at a later time.
- You may schedule or cancel your testing appointment, without any fees, up to 48 hours before your scheduled appointment date.
- You must schedule an appointment and test within 170 days of registering for an exam.
- If you withdraw your registration, you will be refunded your exam registration payment, minus \$25. The Texas.gov funds are not refundable.

Registering for an Exam

To register for an exam, choose the “register” option on <http://www.tx.nesinc.com/>

If you have not created a Pearson testing account, please do that first. Then, once you have signed into your Pearson testing account, you will be ready to register.

1. **Please made an appointment with Liliana Lovisa to register for testing with payment.**
2. **Select your exam.** You will be able to select only those exams for which you are approved.
3. **Opt in for Alternative Testing Arrangements** if you have documented physical, learning, or cognitive disabilities and require additional arrangements *beyond* the following, which are available for all test-takers without prior approval:
 - Wheelchair access
 - Access to visual enhancement features including color contrast and enlarged font
 - Comfort aids
 - Breaks to use the restroom, take medication, use an inhaler, etc.
4. **Review the period for which your registration is valid.** Tests may be scheduled at any time during the 170-day period.
5. **Answer the background questions.** These questions are required and are only used for the purpose of evaluating exam questions. They are not maintained as part of your educator certification records.
 - Best Language: What is your best language of communication?
 - First Language: Which language(s) did you first learn as a child?
6. **Select score reporting options.** Your score report will be available in your Pearson testing account at 10 p.m. central time on your score report date, but you may also opt to have it sent to you via email.

You may now schedule your testing appointment, or you may choose to complete this step at a later date.

Testing appointments must occur within the 170 days of registration.

Scheduling a Test Appointment

Before registering for an exam, you can use the seat availability tool to confirm that there are available appointments at locations and on dates and times convenient for you.

When you are ready to schedule your test appointment or if you need to change your test appointment, choose Schedule or Reschedule in your Pearson testing account.

1. **Specify your search criteria.** Enter a zip code or city that is convenient to you, and then choose a date to see what appointments are available in nearby test centers.
2. **Choose your location, date and time.** If there is more than one appointment offered at a test center for a desired date, you can select from a list of available times.
3. **Finalize your selection and check out.** Once you choose your desired appointment and time, you can schedule your test and proceed to check out. There is no payment required in this step.
4. **Confirm your information and review testing policies.** Review your personal information and agree to the applicable testing policies. Once you have submitted your order, your exam will officially be scheduled.
5. **Save your confirmation.** You will receive an email confirming your appointment, date, time and testing center location. You may also review this information in your Pearson testing account at any time. Admission tickets are not required at the testing center.

Resource and Testing Materials

Students may go to <https://www.tx.nesinc.com/> for preparation materials. Once on the site Texas Educator Certification Program go to Exams at the top of the page. Then scroll down to the appropriate content test for your field and level. You will find information on the test including Test Preparation Materials. We recommend downloading the manual.

Also, at this site is *Preparation Manuals*, which familiarize you with the competencies to be tested, test question formats and pertinent study resources. A *Preparation Manual* is available for each of the TExES tests.

Schreiner University offers a free 240 Tutoring TExES practice tests to all education students. Contact Liliana Lovisa, your Certification Officer, at 830-792-745 or email her at lmlovisa@schreiner.edu or in person at room 102 in the Alumni House.

We have received the promo code from 240 Tutoring. To receive the discount, contact your Certification Officer. **You must use your Schreiner email address to receive this discount.**

Apply for Certification

Once students have successfully completed all their course work, passed both the content and PPR exams, and graduated they may go to TEA to apply for their certificate. Schreiner University will approve the application if all requirements have been met. TEA will then notify the candidate that they have been approved. If the state requirements are complete, certificate paid and fingerprinting complete, the candidate may print their certificate.

If you have any questions concerning the Road to Certification, please contact Liliana Lovisa in the Alumni House Room 102, email lmlovisa@schreiner.edu, or by phone at 830-792-7455.