

## Texas Licensure Overview

**Congratulations teacher candidate! Although we wish you would stay in the state of Arkansas, we understand that your situation may dictate otherwise. The information below was assembled to assist you in the process of beginning your teaching career in another state.**

**Important – information in this document is subject to change. Our office will do the best we can to assist you, however, obtaining licensure with any other state is your responsibility. We advise that you check with that state before you begin the licensure process. Contact information will be at the end of this document.**

Teachers 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. Fingerprints 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. After taking and passing all required exams, the teacher is required to go back to the website and apply for the five year Standard certification. During the validity of the five 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 five 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).

### **Specific steps:**

You must first obtain your conferred college degree and teaching license in Arkansas. The general timeline for this is mid-June to July 1. *(It is important to understand that this timeline is not in our control and we are waiting on degree clearance at the graduate and undergraduate levels. There are many offices involved with your degree completion!)*

Once you have obtained both, you will need to complete the following steps to be eligible for Texas certification:

1. Create an [online ECOS account](#).
2. Complete an [application](#) for an Out of State credential review and pay the \$164 **non-refundable** fee.
3. Submit official transcripts from all colleges. (Check with the registrar on how to send electronically)
4. Submit copies of Arkansas license (you are able to download an electronic version from the AELS database once issued)
  - TEA ID number must accompany all certificates.
  - [Complete the request form and upload the front and back of your out-of-state certificate as an attachment; only certificates will be accepted.](#)
  - Texas will not accept any transcripts sent from an educator; they will be deleted and treated as spam. *Allow up to 3 to 4 weeks to confirm receipt of documents submitted online.*



**When do I complete fingerprinting and background checks for Texas if I am an educator certified in another state?** The fingerprinting process cannot be started until you submit an application for certification. Because the Review of Credentials is considered a service, fingerprinting will be required when you submit an application for a One-Year or Standard Certificate.

## Results of the Review

Once the review of credentials is completed you will receive the results by email. The email will include the required tests for standard certificates and your eligibility for a one-year non-renewable certificate.

## Out-of-State Tests

If you were required to take tests to obtain the certificates that you submitted for the review of credentials, [you may submit additional documentation for possible exemption of Texas tests](#). Out-of-state test scores will not be considered without a review of credentials. Praxis scores must be sent directly from Praxis to the TEA using the code R8325. This will usually cost an additional fee.

## One-Year Certificate

Once you have completed the review of credentials, you may be issued a One-Year non-renewable certificate. [You may apply for the One-Year certificate at the same time as your review of credentials or after the review of credentials has been completed](#). While your One-Year certificate is valid, you must complete **one or both** of the following options:

- Submit all required documents necessary to determine [possible exemption of out-of-state tests](#) to establish the standard certificate, based on your completed review of credentials.
- Complete all appropriate tests to establish the standard certificate if not exempted from required tests.

Standard Certificate

[You must apply for a standard certificate once all requirements are met.](#)

*\*Texas identifies licensure as certification*

Customer Service Numbers:

Phone hours, 8 am-4:30 pm (CST)

(512) 936-8400

Phone Options:

Option 2 Educator Certification/  
Account Access

Option 3 Fingerprinting

Option 5 Educator Preparation Programs

Option 6 Investigations

Option 8 General Office Information

Testing questions: (512) 463-9039

[Additional contact information](#)

**Other helpful information:**

Educator Certification Online System account set up steps:

[https://tea.texas.gov/Texas\\_Educators/Certification/Educator\\_Certification\\_Online\\_System/](https://tea.texas.gov/Texas_Educators/Certification/Educator_Certification_Online_System/)

Fingerprinting information:

[https://tea.texas.gov/Texas\\_Educators/Certification/Fingerprinting/](https://tea.texas.gov/Texas_Educators/Certification/Fingerprinting/)