



Teacher Preparation & Certification Program

APPLICATION

Come grow with us.

Application Instructions

Section 1

Complete all personal information. Enter your full legal last, first, middle and maiden name (if applicable) as listed on your official ID or driver's license. Do not use nicknames or abbreviations. This information will be used for your official record and must match the information provided to the Texas Education Agency (TEA).

Enter your current contact information. This information will be used to communicate important information to you regarding your application to the Teacher Preparation & Certification Program. If your address, phone number or e-mail address changes, notify the ESC Region 12 office.

Section 2

List ALL university/colleges you have attended. Submit official transcripts from ALL colleges/universities attended. This includes courses that may have been taken while in high school or beyond your degree. Foreign transcripts must be evaluated. A complete list of acceptable evaluation organizations can be found at: www.esc12.net/teacherprep

Section 3

Carefully answer each question as they apply to your situation. Some answers require additional information.

Section 4

Select the area in which you are pursuing certification. Indicate only one certification area for your primary certification.

Indicate if you plan to train for an additional certification area. Additional fees are required for add-on certifications.

Section 5

Provide information for your most recent employment history, up to your last three positions. Begin with your most recent experience. Briefly describe your duties/responsibilities in each position.

Section 6

Complete all information required, including signature.

A \$75.00 non-refundable fee must accompany this application. It will not be processed without this fee. Please make check or money order payable to ESC Region 12, TPCP or call 254-297-1177 for a credit card payment.

Submit application packet and check or money order to:

ESC Region 12
Attn: TPCP
P.O. Box 23409
Waco, TX 76702-3409

Contact Information:

ESC Region 12 (Waco)
Phone: (254) 297-1140
Fax: (254) 666-0823





OFFICE USE ONLY	
App Fee: _____	
Check #: _____	CC: _____
Date: _____	--by _____

TEACHER PREPARATION AND CERTIFICATION PROGRAM

Candidate Application
www.esc12.net

A \$75.00 non-refundable application fee must accompany this request. It will not be processed without this fee. Please make check or money order payable to ESC Region 12, TPCP or call 254-297-1177 for a credit card payment.

Section 1

PLEASE PRINT CLEARLY

Name _____ **S.S. #** _____ - _____ - _____
Last First Middle (Maiden)
 (Name as listed on your official ID or driver's license)

Address _____ **City** _____ **State/Zip** _____

Home Phone _____ **Work Phone** _____

E-mail address _____ **Cell Phone** _____

I am interested in the following cohort: ___ Fall (Sept.-Dec.) ___ Spring (Jan.-May)

Equal Opportunity Policy

Education Service Center Region 12 does not discriminate because of race, religion, sex, age, national origin, disability, military status, or on any other basis prohibited by law. Decisions will be made on the basis of each applicant's qualifications. All applicant files are maintained with the highest level of confidentiality and security. ESC Region 12 will not release personal information without permission, except as required by law.

Section 2

COLLEGES/UNIVERSITIES

List below ALL institutions of higher education you have attended. Begin with the most recent and list in order of attendance. Attach an OFFICIAL transcript from EACH college or university attended.

Institution	Dates Attended	Degree	Major/Minor

Section 3

- Are you currently enrolled in any higher education classes? No Yes If yes, provide the following:
College/University: _____ Expected date of completion: _____
Are you a citizen of the USA? No Yes If no, do you have authority to work in the USA? No Yes
- Have you ever taught in a Texas Public School? No Yes, where/when? _____
- Are you fluent in a language other than English? No Yes, provide language _____
- Are you presently active duty military, or have you ever been active duty military? No Yes
Provide branch of service _____ Rank _____
- Have you ever applied to this program before? No Yes Date of application _____
- Have you ever been enrolled in any other teacher preparation program? No Yes
If yes, please list program name: _____

Section 4

The Certification Area you are eligible to teach is determined by TPCP staff based on your undergraduate coursework

Select a Certification Area of interest:

___ Elementary: Core Subjects Grades EC-6

___ Secondary Science: 7-12

___ Intermediate: Core Subjects Grades 4-8

___ Secondary Social Studies: 7-12

___ Secondary 7-12: English Language Arts and Reading, History, Life Sciences, Physical Sciences, and Mathematics.

List content area requested. _____

___ All Level: Art, Music, and Physical Education and Technology Applications. For all-level, list the content area requested. _____

Optional Add-On Certifications (Check only if you would like to add one of the below; additional fees apply)

___ Bilingual Supplemental: EC-12

___ Generic Special Education: EC-12

___ English as a Second Language: All Level

EMPLOYMENT

Section 5

Employer: _____ Address and Phone: _____
 Dates of Employment: _____ Supervisor: _____
 Responsibilities: _____

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Employer: _____ Address and Phone: _____
 Dates of Employment: _____ Supervisor: _____
 Responsibilities: _____

“Pursuant to the Texas Education Code (TEC), 22.083, candidates must undergo a criminal history background check prior to employment as an educator.”

Section 6

Are you currently or have you ever been the subject of an arrest that has resulted in deferred adjudication, probation or conviction? No Yes

If yes, please list all offenses below.

Offense	Disposition	Date Convicted

The following information is for EEOC purposes only. (Refer to page 1 – Equal Opportunity Policy)

Gender: Male Female

Ethnicity: Check one American Indian or Alaskan Native Asian
 African American Hispanic White Other

Date of Birth: _____ - _____ - _____ * year you were born, not current year *
 Y Y Y Y M M D D

EXAMPLE: 1983 – 06 – 01 is June 1, 1983

I hereby certify that the information I have provided to the best of my knowledge is true, accurate and complete. Any misrepresentation or omission of facts shall be sufficient cause for disqualification of the application, or dismissal from the program.

I understand the information I am providing about age, gender and race will not be used to determine eligibility for acceptance to this program.

I have read and understand that submission of application does not guarantee acceptance into the ESC Region 12 Teacher Preparation and Certification Program or employment with a school district. Applicants must meet all criteria set by the State Board for Educator Certification and ESC Region 12.

Signature

Date

Referred by: _____