

*Applications are processed in the order they are received and take 5-7 working days depending on volume.*

**Applying for Certification is a TWO-STEP Process:**

**Recommendation:** You must submit all required documents to The Office Educator Preparation & Accountability EDUO 2.510.

**Apply and Pay:** You must apply and pay online through the Educator Certification Online System (ECOS) in order to be recommended for certification.

**How to Apply for Standard Certificate (Teacher, Principal, Superintendent, School Counselor, Reading Specialist, and Educational Diagnostician)**

- Go to <https://secure.sbec.state.tx.us/SBECOnline/login.asp>
- Click **Login to TEAL**
- Enter **User Name** and **Password** in the boxes provided, then Click **Login**
- Click **Educator**
  - Update Educator Profile if prompted, click **Continue**
- From menu on the left of screen, click **Applications**
- Click on **Standard Certificate Texas Program**
- Click on **Apply for Certification**
- Answer the yes/no questions.
- Under "I request to be recommended by this Entity"
  - **Select: The University of Texas Rio Grande Valley (University Based)** from the drop-down menu
- For "Subject applying for:" enter area of certification (ex. Generalist EC-6, Bilingual Generalist EC-6, Math 7-12, Principal)
- Click **Apply** and pay for certificate by clicking "**Pay Online Now**"

**Teacher candidates are also required to complete a national fingerprint background check. For more information visit the Texas Education Agency at [http://tea.texas.gov/Texas\\_Educators/Certification/Fingerprinting/](http://tea.texas.gov/Texas_Educators/Certification/Fingerprinting/).**

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**How to Apply for Master Reading Teacher Certificate**

You must be recommended for the Reading Specialist certification first (Standard). Once the State posts the certificate, you will then be recommended for the Master Reading Teacher Certification.

- Go to <https://secure.sbec.state.tx.us/SBECOnline/login.asp>
- Click **Login to TEAL**
- Enter **User Name** and **Password** in the boxes provided, then Click **Login**
- Click **Educator**
  - Update Educator Profile if prompted, click **Continue**
- From menu on the left of screen, click **Applications**
- Click on **Standard Certificate Texas Program**
- Click on **Apply for Certification**
- Answer the yes/no questions.
- For Master Reading Teacher Certificate:
  - Under "I request to be recommended by this Entity"
    - **Select: The University of Texas Rio Grande Valley (Master Teacher)** from the drop-down menu
- For "Subject applying for:" enter "Master Reading Teacher"
- Click **Apply** and pay for certificate by clicking "**Pay Online Now**"

**Office of Educator Preparation and Accountability**

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