

The University of Texas at San Antonio  
 College of Education and Human Development

UNIVERSITY-BASED ACP TEACHER CERTIFICATION PROGRAM  
**EC-12 LOTE: German**

Student Name: \_\_\_\_\_

Banner ID: \_\_\_\_\_

**ADMISSION REQUIREMENTS**

\_\_\_\_\_ Attend a Teacher Certification Information Meeting  
[http://education.utsa.edu/certification\\_program/acp\\_information\\_meetings/](http://education.utsa.edu/certification_program/acp_information_meetings/)

\_\_\_\_\_ Be admitted to UTSA (<http://www.utsa.edu/admissions>)

\_\_\_\_\_ Maintain your preferred email address

\_\_\_\_\_ Hold a Bachelor’s degree from an accredited University:

(Degree-BA, MA, etc)	(University)	(Date)

\_\_\_\_\_ Meet minimum GPA requirements (on a 4.0 scale):  
*Cumulative of 2.5 or better; or  
 2.75 or higher in the last 60 hours*

\_\_\_\_\_ Pass the PACT test in the designated content area: **TEXES EC-12 LOTE: German #611**  
[http://www.tx.nesinc.com/PageView.aspx?f=GEN\\_PreparationMaterials.html](http://www.tx.nesinc.com/PageView.aspx?f=GEN_PreparationMaterials.html)  
 instructions on how to register for test: ([http://www.tx.nesinc.com/content/docs/TX\\_AccountRegisterSchedule.pdf](http://www.tx.nesinc.com/content/docs/TX_AccountRegisterSchedule.pdf))

Date Taken	_____
Score:	_____

\_\_\_\_\_ Pass the Teacher Candidate Quiz with a 72 or higher. *(Please attach printout of score report)*  
[https://utsa.az1.qualtrics.com/jfe/form/SV\\_3XfKj7wSv96gdZH](https://utsa.az1.qualtrics.com/jfe/form/SV_3XfKj7wSv96gdZH)

\_\_\_\_\_ Complete 12 semester hours of content area coursework

\_\_\_\_\_ Display oral communication skills and critical thinking skills. Evidence of these skills can be demonstrated by professional training/work experience or by earning a C- or better in related coursework

Public Speaking*:	_____
Critical Thinking:	_____

\_\_\_\_\_ Read and Sign the Code of Ethics  
[https://utsa.az1.qualtrics.com/jfe/form/SV\\_bayKBGbrjAFCZvL](https://utsa.az1.qualtrics.com/jfe/form/SV_bayKBGbrjAFCZvL)

\_\_\_\_\_ Read and Sign the Criminal History Policy  
[https://utsa.az1.qualtrics.com/jfe/form/SV\\_aXHbQiYvUA8wBDv](https://utsa.az1.qualtrics.com/jfe/form/SV_aXHbQiYvUA8wBDv)

\_\_\_\_\_ Submit an application to the UTSA university-based ACP Teacher Certification Program

**\*Teacher Candidates who did not receive a bachelor's degree from an accredited institution in the United States will be required to take the TOEFL IBT in order to demonstrate proficiency. Required score for TOEFL IBT is Speaking-24, Listening-22, Reading-22, Writing-21.**

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Candidates seeking university-based ACP certification should plan to consult with a certification specialist in the IDED Advising Center regarding certification requirements and admission to the teacher certification program. **Certificate program requirements and/or admission requirements are approved by the State of Texas and are subject to change.** Students will also need to hold a legal TX ID in order to complete the teacher certification program. To learn more about teacher certification and to gain contact information, please visit our site at <http://education.utsa.edu>.

**TEACHING FIELD – (24 Hours – 12 Upper-Division)**

Acceptable transfer or UTSA courses may be counted if they have been taken within the last ten (10) years and if they fulfill the content and intent of the equivalent required course. The 10-year limit will be waived on general education or content area courses with a minimum passing score on the relevant TExES PACT test.

	Semester Taken	Grade	Hours Needed
Any Level			
Any Level			
Any Level			
Any Level			
Upper Division			
Upper Division			
Upper Division			
Upper Division			

**EDUCATOR PREPARATION PROGRAM COURSES**

All Educator Prep Program courses require teacher candidates to be officially admitted to the teacher certification program. Please see the first page for all admission requirements. Refer to current catalog for course descriptions and information about required fieldwork. Students must submit an authorization for a Texas Department of Public Safety criminal background report when registering for a course that requires field work. Students will also need to hold a legal TX ID in order to complete the teacher certification program.

**PROFESSIONAL EDUCATION (12 Hours)**

	Semester Taken	Grade	Hours Needed
IDS 2013 Intro to Lrn/Teaching in Cultural Div. Soc. <b>(20 hrs of field work required)</b>			
EDP 3203 Learning & Development Sec			
ESL 3063 L2 Teaching & Lrng 4-8 & 7-12 <b>(15 hrs field work required)</b>			
SPE 3603 Introduction to Special Education			

**RESTRICTED COURSES (15 Hours)**

**Prerequisite courses: IDS 2013 and EDP 3203. Restricted courses require advisor clearance.** Please see your assigned certification specialist in the IDED Advising Center for more information. Most restricted courses are offered during the fall & spring semesters only. **These courses, together with student teaching, must be taken at UTSA.**

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	Semester Taken	Grade	Hours Needed
EDP 4203 Assessment and Evaluation			
LTED 3773 Reading/Writing Across Disciplines: Sec. (20 hrs of field work required) (Must earn a B- or Better)			
C&I 4253 Models of Teaching- ELA/FL/A (20 hrs of field work required) (Must earn a C- or Better)			
ESL 4003 Approaches to Second Lang. Teaching (20 hrs of field work required) (Offered Fall ONLY)			
LTED 3823 Reading Comprehension EC-6 (20 hrs of field work required) (Must earn a B- or Better)			

**CLINICAL TEACHING /INTERNSHIP**

**Admission Requirements:**

1.	Attend a Clinical Teaching Meeting
2.	Cumulative GPA of 2.5 or higher
3.	Must attempt the content test (PACT content test)
4.	Complete all certification and content coursework

Students can go to [http://education.utsa.edu/clinical\\_teaching/](http://education.utsa.edu/clinical_teaching/) to gain information about clinical teaching meetings and requirements of the clinical teaching semester. **Under no circumstances will a student be permitted to enroll in additional coursework during the clinical teaching semester that exceeds six semester credit hours or in classes that meet during the regular instruction day.**

Students who have extensive experience as an instructional assistant or as a permanent long-term substitute teacher may qualify for a university-based ACP certification internship. Specific requirements for and general information about the internship are available in the COEHD Advising and Certification Center.

	Semester Taken	Grade	Hours Needed
C&I 4716 Clinical Teaching: All Level EC-12			

**EXAMINATION REQUIREMENTS**

**All teacher candidates may take the same state exam a total of 5 times. After the 5<sup>th</sup> attempt, TEA will have to give approval to retake exam.**

All candidates for certification in the state of Texas must pass state-mandated exams. Candidates in the university-based ACP certification program must pass their content exam (PACT route) before they can be admitted to the program. Candidates will be required to pass an additional state exam, TExES Pedagogy and Professional Responsibilities (EC-12 PPR) test. This will be required once a candidate is admitted and completed at least before the semester before student teaching.

Candidates will be required to take a practice and review session of the PPR before they are eligible to register for the state exam. Candidates will also be required to pass all practice exams with a score of 70 or higher to be given approval to test. Approval to test is given by filling out the Eligibility Form found on the UTSA TExES testing site. For information about practice tests and review sessions and the eligibility form, please consult the COEHD website

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(<http://education.utsa.edu/texas>) or contact the TExES Office Hotline at 210-458-5788. Preparation manuals for all TExES exams are available at <http://www.tx.nesinc.com/>

Practice Test(s) Required	Review Session Required	Exam(s) Required
TExES PPR EC-12 (#160)	TExES PPR EC-12 (#160)	TExES PPR EC-12 (#160)

### **STUDENTS SEEKING ACCOMMODATIONS**

If a student requires an accommodation during their field placement or clinical teaching, it is the student's responsibility to request assistance as early as possible before planning to attend the field placement or clinical teaching. Because the student may not fully realize the need for accommodation and/or they may not have a sense of what the placement setting will specifically demand, Student Disability Services (SDS) recommends that the student should initiate a meeting one semester before the intended placement during which information about expectations might be shared so that once better informed, the student might be better prepared on what they need to initiate as part of their field placement or clinical teaching needs.

Specifically, the student, the Teacher Education Services office, and SDS need to begin early discussions in order to plan for accommodations since the nature of accommodations may vary across agencies and academic units may prefer early agency involvement in identifying needed accommodations. Students are strongly encouraged to initiate these discussions one semester before the intended placement.

### **TIMELINE FOR BEING RECOMMENDED FOR TESTING AND BEING RECOMMENDED FOR YOUR TEACHING CERTIFICATE**

Be advised that there is a time limit within which the UTSA Teacher Preparation Program will recommend an individual for testing and recommend an individual for a teaching certificate. Due to the frequent changes imposed by the state on preparation programs, an individual completer will have five years from the date they complete their Teacher Preparation Program to complete testing for teacher certification and be recommended for a teaching certificate. If the state makes major changes to programs; this timeline may be shortened. After five years, individuals will be required to return and complete a new program for their certification in order to be recommended for testing for certification and be recommended for a teaching certificate.

### **NOTES:**

1. A \$35 TEA fee will be charged to the teacher candidate's account. This fee is absorbed by the Texas Education Agency and is not used by the University of Texas at San Antonio. It is a one-time, non-refundable fee that will be charged at time of admission.
2. **Students must be in good standing with the UTSA.**
  - a. Students seeking admission to the University-Based ACP Teacher Certification Program, who have ever been referred to UTSA's Office of Student Conduct and Community Standards ("SCCS") may have those referrals and the outcomes of those referrals considered by the Associate Dean for Teacher Education ("Associate Dean") in determining whether to grant admission to the Program. Admission is at the discretion of the Associate Dean.
  - b. Students requesting admission to the Program who have cases pending with the SCCS will not be admitted until the SCCS case has been fully adjudicated.
3. **Clear criminal history.** The teacher preparation program at UTSA requires field work in the public schools. This requires that a student be able to pass a criminal background check conducted by the school districts. It is the responsibility of the student to determine if their criminal history background will present a problem before applying for admission to the teacher preparation program. Note that students with a problematic criminal history will encounter difficulty in completing any field work requirements and therefore, may not be able to complete the program. Questions about criminal history background checks can be referred to the Office of Teacher Education services.

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4. *The University-Based ACP teacher certification program is at the Undergraduate Level. If students apply to UTSA as Special (non-degree seeking) Undergraduates (SU), they will be changed to Certification Undergraduates (CU) upon consulting with an advisor and beginning the Certification Program. Please note that SU students have the lowest registration priority and are ineligible for most financial assistance programs.*
  
5. *After 3 consecutive semesters of non-enrollment in the University, a student becomes "inactive". If they re-enroll, they must re-apply to the program and meet the current admission standards.*

<u>Advisor Initials</u>	<u>Date</u>

<u>Advisor Initials</u>	<u>Date</u>

<u>Advisor Initials</u>	<u>Date</u>