UTSA TEXES Eligibility Form – Retake

Use this form	to reques	st approve	al to retak	ke a TExES	exam aft	ter you ha	ve met the	e requirem	ents.	
Name:						Date of Birth:				
Banner ID: @			TEA ID:			Phoi	Phone:			
Preferred Em	ail:									
I want to take	e the								test	
for the	or 5 th) time. I completed				hours of remedial study.					
l attended a	າ	I retook the practice test on				and scored %.				
Test Results	Date	Scale	D1	D2	D3	D4	D5	D6	D7	
1 st Attempt										
2 nd Attempt										
3 rd Attempt										
4 th Attempt										
5 th Attempt										
Faculty Ment	or: This st	udent is pi	repared	to retake	the certifi	cation exc	am for the	first time.		
Name (Print)			Signature				Date			
Department (Chair : Thi	s student i	s prepare	ed to reta	ke the ex	am for the	second ti	me.		
Name (Print)	S	Signature				Date				
Associate De approved the		•							tee	
Name (Print)			Signature				Date			
Student Affide I analyzed the		orts, impler	mented th	ne action p	olan, and I	am prepar	ed to succe	eed on the	test.	
Student Signature							Date Submitted			

Use this form for retakes 1-4. Please submit eligibility form(s) by scanning and emailing to michael.vriesenga@utsa.edu, or by bringing it to the Office of Teacher Education Services MB 3.310, or by faxing it to (210) 458-5794.

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Requirements

First Retake

- 1. Student attended a review session or completed a review module.
- 2. Student completes and documents 50 hours of remedial study.
- 3. Student scored 85% or better on the practice exam.
- 4. Faculty member certifies the student is prepared to retake the exam.

Second Retake

- 1. Student completes and documents 100 hours of remedial study.
- 2. Department chair certifies the student is prepared to retake the exam.

Third Retake

- 1. Student completes and documents 150 hours of remedial study.
- 2. Associate Dean or designee affirms the Fitness to Teach committee approved the student to retake the certification exam.

Fourth Retake

1. Associate Dean or designee affirms the Fitness to Teach committee approved the student to retake the certification exam.

After the fourth retake (fifth failure) the student will need Fitness to Teach committee approval to appeal to the State Board for Educator Certification for a waiver to TEC 21.048 to permit the student to take the test again.

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