



2025-2026 Innovative Course Application Checklist

Applications deemed incomplete will not be considered.

About this checklist– The goal of this checklist is to provide clear expectations of what is considered a complete new innovative course application. Applicants are strongly encouraged to use this checklist as a reference document prior to submitting an application.

- Page 1 of application for new innovative courses is filled out entirely.
 - The information section is complete.
 - Date of local board approval to submit the application is entered. (N/A for organizations).
- “Number of credits” and “Grade Level(s)” on page 1 match the credits and grade levels listed in the “(a) General requirements” section in the **Essential Knowledge and Skills**.
- Course Description** is in paragraph form and does not exceed 150 words. The description–
 - addresses a statewide audience;
 - effectively summarizes course content;
 - identifies the specific purpose and goals of the proposed course; and
 - is free of marketing or advertising information.
- Topics addressed in the **Course Description** have corresponding knowledge statements in the **Essential Knowledge and Skills** section.
- Brief justification** is in paragraph form and does not exceed 150 words. The justification describes the unique content of the proposed course and why it is necessary for students across the state or region.



- New courses only** - Application provides clear **evidence of a Texas pilot for the entire course.**

PLEASE NOTE: This section is NOT required for new CTE courses that have been [approved by TEA for an identified statewide program of study.](#)

- Data and pilot information are appropriately cited and include pilot/course description, including the following:
 - Enrollment of the course during its complete pilot year
 - Evidence of the pilot taking place in a Texas high school
 - Enrollment data for the course for any other years that it was offered
 - Clear evidence of positive student outcomes (i.e., grades, trade certifications, community service projects, survey results, etc.)

Please note: Evidence of positive student outcomes does not include surveys of course likeability from students and teachers.

- References to supporting articles or studies displaying the importance of the concepts or outcomes of the proposed course

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- Renewals only** - Application provides clear **implementation data.**

- Implementation data are appropriately cited and include the following:
 - Clear evidence from of positive student outcomes (i.e., grades, trade certifications, community service projects, survey results, etc.)
 - Data are included from the last five years or initial approval period, whichever is greater
 - References to supporting articles or studies displaying the importance of the concepts or outcomes of the proposed course



CTE courses only – Regional labor market data

- The application includes cited evidence that the course is aligned with state and/or regional labor market data.

Essential Knowledge and Skills

- The essential knowledge and skills (EKS) of the proposed course are unique. (Applications that duplicate the content of a Texas Essential Knowledge and Skills (TEKS)-based course or can reasonably be taught within an existing TEKS-based course will not be approved.)
- General Requirements list the recommended grade levels, prerequisites (if any), and amount of credit requested and match the information given on page 1 of the application.
- The Introduction section is structured in the same manner as other introductions of courses in the corresponding subject area. Applicants may review introductions to other courses in various subject area by reviewing the TEA [Texas Essential Knowledge and Skills \(TEKS\) webpage](#).
- The course description embedded in the introduction aligns with the description given in the application.
- Knowledge Statements (KS) are broadly written statements of what the student is expected to know at the end of a course; these are complete sentences using present tense and addressing the singular student.

Example:

Critical evaluation and response. The student responds to and analyzes the artworks of self and others, contributing to the development of the lifelong skills of making informed judgments and reasoned evaluations. The student is expected to:

- CTE only: must have employability skills for the appropriate career cluster as first KS of the application.
- Student Expectations (SEs) begin with a variety of active verbs that are–
- observable;
 - measurable; and
 - academically rigorous and employ clear and understandable language.



- SEs must also demonstrate the following:
 - A clear connection to the knowledge statement that they are organized under
 - The ability to be assessed through a variety of instruction and assessment methods (note: do not include assessment methods in the student expectations)
 - A variety of verbs that represent various levels of Bloom’s Taxonomy (various kinds of student engagement)
- This section is formatted correctly. Review [existing courses](#) to check the format as needed.
- Recommended activities**, approximately five to ten, are listed in a grammatically parallel structure (all sentences or all phrases according to the provided styles and annotated sample).
- Suggested **assessment methods**, approximately five to ten, include both formative and summative items.



- Recommended resources**, approximately five to ten, present a variety of options that are current and accessible to the general public. Published materials in the recommended resources are cited using [Chicago Manual of Style, 17th Edition](#).

Please note that all listed resources must be submitted with the application to make them available for State Board of Education (SBOE) review. Guest access to any online course and learning management system content must be provided. If any resources are required for the course, please include the cost.

Access to electronic materials

Directions for electronic access of recommended resources, including credentials, must be emailed with the application submission by **Friday, September 13, 2024**.

Digital materials (Soft copy)

Please send digital copies of recommended resources
Innovative.Courses@tea.texas.gov by **Friday, September 13, 2024**.

Print materials (Hard copy)

For materials that exist in hard copy, please use the following address for submission. Please ensure any shipments can be received by TEA no later than **Friday, September 13, 2024**. Please also alert TEA if you have shipped any materials and the shipping method used so that the mailroom can be properly notified.

Texas Education Agency
c/o Weston Scholten, 3-121J-WBT
William B. Travis Building
1701 N. Congress Avenue
Austin, Texas, 78701

- Instructional materials assurances statement** is reviewed and signed for all included recommended resources and submitted with the application by **Friday, September 13, 2024**.
- Recommended educator certifications** correlate to [teacher assignment rules](#) for the same subject/content area or career cluster/program of study.
- The entire application has been copyedited and is free from grammatical and major formatting errors.
- Submit the application no later than **Friday, September 13, 2024**.

Please visit the [Innovative Courses page](#) for additional information.