2018–2019 Innovative Course Application Instructions

1. The Texas public school or other organization seeking approval of an innovative course beginning with the 2018-2019 school year must complete the Innovative Course application.
2. The Innovative Course application must be completed prior to submission. Incomplete applications will be returned to the applicant, which will delay the review process. Applications deemed incomplete by the due date will not be considered for review for the current year.
3. The contact person listed on the application should be authorized to work with TEA during negotiations, as necessary.
4. A single application may contain multiple course titles ***if*** the application seeks approval for multiple levels of the same course. For example, an applicant may apply for approval of Latin Literature I, II, and III with a single application. Single applications for multiple levels of the same course ***must*** include ***essential knowledge and skills that are separate and unique for each level of the course***.
5. School districts and charter schools are required to obtain the approval of the local board of trustees prior to submitting an application to the TEA.
6. The essential knowledge and skills of the proposed innovative course ***may not*** significantly duplicate a TEKS-based course or an already approved innovative course. Applications that duplicate the Texas Essential Knowledge and Skills or essential knowledge and skills of an already approved innovative course will not be approved.
7. The essential knowledge and skills for the proposed innovative course(s) must be presented as student expectations and should be written in the same format as the Texas Essential Knowledge and Skills (TEKS). Examples of the format are available in 19 Texas Administrative Code (TAC), Chapters 110–128 and 130.
8. The essential knowledge and skills ***must*** include:
    - a level of rigor appropriate for the subject matter and grade level of the course;
    - measureable and observable student expectations;
    - student expectations that identify what students should know and be able to do in the course rather than focusing on specific methodology or student activities; and
    - clear, specific, and understandable language.
9. Complete the application:
    - Carefully complete the application with all the required information.
    - The application must provide sufficient guidance for teachers to implement the course with little additional information.
    - If approved, the completed application will be shared with other districts and schools that may want to offer the course as an innovative course.
10. Submit the application:
    - Submit the application as an attachment via email.
    - Label/Save the attachment: [Course title_District name_2017].
    - Address the email to innovative.courses@tea.state.tx.us.
    - Use “[District/Organization name] Innovative Course Application” as the subject line of the email.
    - Expect an email receipt confirmation.
11. The TEA will review the applications in the order received. Applicants are encouraged to submit applications as soon as possible.

Please visit the Innovative Courses page for additional information.