

September 11, 2025

Certification Examination and Application Fee Waivers

1. What Fees are Covered?

1. Exam Fee Waivers (First Attempt Only):

- Candidates and teachers pursuing certification in eligible Special Education or Bilingual Education fields will have the registration fee for their **first exam attempt waived for new registrations beginning June 4, 2025**.
- This applies to both initial certification through an educator preparation program and additional certification by examination.
- Candidates are still responsible for pedagogy exam fees, any additional content area exam fees (outside of those eligible to be waived via House Bill (HB) 2 provisions), and fingerprinting fees.

2. Certification Application Fee Waiver: The \$78 certification application fee will be waived for eligible candidates **who register for and complete the required exams on June 4, 2025, or later**, and follow the application process outlined for intern, probationary, standard, and additional certification by examination certificate applications.

2. How to Receive Exam Fee Waivers

For candidates who register for exams on August 1, 2025, or after:

- To receive the \$116 or \$136 test registration fee waiver, candidates should register as usual. The exam fee will be **automatically waived** at checkout beginning on August 1, 2025—no additional steps are necessary.

For candidates who registered before June 4, 2025, but scheduled the exam for a later date:

- To qualify for the application fee waiver, candidates must meet the requirements that took effect on June 4, 2025. Exam registrations completed before June 4, 2025, are not eligible for the examination fee waiver.

3. What options are available for candidates who registered for an eligible exam before June 4, 2025, and have not tested?

- **Candidates who have not yet scheduled an exam** may submit a withdrawal [request through their account](#).
- **Candidates who have already scheduled an exam:**
 1. Candidates should first cancel the exam appointment at least 48 hours before the scheduled testing time. To cancel the appointment, candidates should [log in to their account](#), click "Reschedule/Cancel," and follow the instructions provided.
 2. After canceling the exam appointment, candidates should submit a withdrawal request through their account.

Candidates who withdraw registration before scheduling an exam appointment or who cancel the exam appointment at least 48 hours before the scheduled testing time and then withdraw registration will receive a refund of the exam fees, minus \$25. Additionally, the Texas.gov funds are not refundable.

Please [contact Pearson](#) for assistance accessing testing accounts or seeking information on registration at 1-800-877-4599.

4. What if a candidate cannot complete the scheduled exam appointment after the exam registration fee was waived?

By registering for the Texas Educator Certification Examination Program, candidates agree to abide by the Rules of Test Participation and all rules, requirements, and policies specified or referenced on the current [program website](#) and communicated, orally or in writing, at each exam administration.

- If absent from an exam administration due to an emergency circumstance (illness, injury, hospitalization, or death in the immediate family), candidates may be eligible to receive a voucher to register again. To request a voucher, [submit a written request to Pearson](#) describing the emergency. Include written documentation, such as a dated newspaper obituary or a dated letter signed by a professional licensed to diagnose or treat the emergency condition (e.g., physician), on that person's professional letterhead. Documentation from a medical professional must specifically excuse a candidate from testing on the date of the exam. Documentation containing electronic signatures will not be accepted.
- If absent due to not complying with the Withdrawal/Refund Policy, ID Policy, or Late Arrival Policy, then the absence will be classified without cause, and as a result, the candidate will not receive another waived registration fee for the same exam. Candidates who are absent without cause are not eligible for a voucher and will be required to pay the full registration fee for the next registration of the same exam.

Please review the full outline of registration and testing policies, which is available on the [program website](#). For questions regarding these registration policies or about the testing process, please [contact Pearson](#) at 1-800-877-4599.

5. What application is required for an EPP candidate actively completing requirements for certification through an EPP?

Individuals completing in-state requirements for initial certification must use either the *Intern Certificate Texas Program* application or the *Probationary Certificate Texas Program* application per instructions from their educator preparation program and confirmation that they have met all requirements and are ready for certificate issuance. Individuals will also need to be recommended by their EPP for issuance of the intern or probationary certificate. **Please do not pay the \$78 fee online.**

6. What application is required for candidates who have completed requirements for initial standard certification through an EPP?

Individuals who have completed all in-state requirements for initial certification must use the *Standard Certificate Texas Program* application and will need to be recommended by their educator preparation program for certificate issuance. **Please do not pay the \$78 fee online.**

7. What application is required for an educator certified as a classroom teacher who is adding certification in special education or bilingual education to their official record of certification?

Individuals already certified as a classroom teacher will use the *Additional Certification by Examination* application. Prior to submitting the online application to TEA, individuals must check the “View Examinations” tab in their ECOS Educator account to make sure they see a passing test score for the appropriate special education or bilingual education exams. **Please do not pay the \$78 fee online.**

8). How do candidates submit an online application for certification without the required fee?

For all four applications, *Intern Certificate Texas Program, Probationary Certificate Texas Program, Standard Certificate Texas Program and Additional Certification by Examination*, individuals will need to complete applications to the point of clicking the “Submit Application to TEA” button, but will not need to make the online payment as requested. Please note that the reference in bold red text to unpaid applications being deleted after 48 hours is not applicable to this process. However, as mentioned earlier, it is critical that individuals submit a [Help Desk Ticket](#) to Educator Certification with the subject line: SPED or BIL Certification Application Fee Waiver Request per HB 2. This will alert TEA staff to complete a final review of your application and process the manual waiver of the \$78 certification application fee. **IMPORTANT NOTE: This manual process is delayed if individuals pay the \$78 fee online. Please do not pay online.**

9). Are candidates still required to complete fingerprinting and any additional content exams required for the certificate before my Special Education and/or Bilingual standard certificate can be issued?

Yes. Completion of all other required content exams and fingerprinting, along with payment of those fees, is still required if not already done for certificate issuance. Fingerprinting fees are **not** waived for special education and bilingual education certification applications.

10). Who is processing requests for a certification application fee waiver for special education and/or bilingual education, and how are candidates notified of their status?

Staff in TEA’s Division of Educator Preparation and Certification will review complete applications submitted to confirm eligibility for the fee waiver and perform the certification application fee waiver in ECOS to allow the certificate to be issued online. The application fee software system is being upgraded to automate the certification application fee waiver process. However, for now, this remains a manual process, and the steps outlined in the TAA and this FAQ should continue to be followed.

11). What if a candidate already made the \$78 online payment for special education and/or bilingual education certification application submitted on June 4, 2025, or later?

If an individual eligible for the certification application fee waiver accidentally makes the \$78 online payment, a refund request can be submitted to Educator Certification via the [TEA Help Desk system](#) for processing. Please allow several weeks for the refund to be processed.