



## 2023–2024 Innovative Course Application Instructions - Renewals

1. The Texas school district/charter school or other organization seeking approval for a renewal for an existing innovative course must complete the renewal innovative course application.
2. The renewal innovative course application must be completed prior to submission. Applications deemed incomplete or received after the due date will not be considered.
3. The TEA will review the applications in the order received.
4. **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. Please refer to guidance within the application regarding specific requirements for career and technical (CTE) or ethnic studies courses.**
5. A single application is required for each course. A course with multiple levels of the same course must have a separate application for each level. For example, an applicant may apply for approval of Latin Literature I, II, and III but will required three complete applications with essential knowledge and skills that are ***separate and unique for each level of the course.***
6. Please review the [Innovative Courses Guidelines and Examples for the Application Process](#) document for details on completing each section of the application. In addition, please remember to follow these essential requirements.
  - a. The application must provide sufficient guidance for teachers to implement the course without additional information.
  - b. 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 TEKS. Examples of the format, general requirement, and introduction are available in 19 Texas Administrative Code (TAC), [Chapters 110–128 and 130](#).
  - c. The essential knowledge and skills ***must be***:
    - rigorous and appropriate for the subject matter and grade level of the course;
    - measurable and observable; and
    - clear, direct, and specific.
  - d. Please note that formatting similar to those in the TEKS, are built into the document. An applicant may wish to use the document styles to save time.
7. Submit the application:
  - Name the file and save the application: Course Title-District or Organization name-2023-24.
  - Use “New-Course title-District or Organization name-2023-24” as the subject line of the email.  
For example, New-Creating Innovative Courses-TEA Academy-2023-24
  - Submit the application as a .DOCX attachment to [innovative.courses@tea.texas.gov](mailto:innovative.courses@tea.texas.gov).
  - Expect an email receipt confirmation within five working days.

Please visit the [Innovative Courses page](#) for additional information including a review rubric with additional metrics for the application.