

Determining Title I, Part A Paraprofessional Requirements

Paraprofessional Name: [Click or tap here to enter text.](#) Hire Date: [Click or tap to enter a date.](#)

LEA: [Click or tap here to enter text.](#)

This documentation must be maintained in the employee's service record or personnel file.

Schoolwide Program and Targeted Assistance Program: Recent guidance from the U.S. Department of Education has clarified that paraprofessionals performing instructional duties in a Schoolwide program must meet these requirements regardless of the source of funds paying their salary. Paraprofessionals performing instructional duties in a Targeted Assistance program must meet these requirements if their salaries are paid in full or in part from Title I, Part A funds. TEA will implement this revised guidance beginning with the 2025-2026 school year.

For audit and compliance purposes, the paraprofessional must meet the criteria noted below in I. and II. prior to providing services as a paraprofessional in the Title I, Part A program, unless the paraprofessional's assigned duties exempt them from the ESSA requirements (Paraprofessionals whose duties consist solely of parent and family engagement activities or translation services are exempt from the Title I, Part A paraprofessional requirements.). TEA will consider any paraprofessional to have met the state certification requirement (III.) as long as the paraprofessional has completed the Education Aide certification requirement within one year of being hired initially as an instructional support paraprofessional. **Note:** *Charter school personnel are exempt from the state certification requirement (III.) unless it is required by their local policies and procedures.*

I. MEETS HIGH SCHOOL DIPLOMA REQUIREMENT

☐ Yes ☐ No **OR** Other Recognized Equivalent (i.e. GED) : [Click or tap here to enter text.](#)

II. MEETS 1 OF THE 3 FOLLOWING REQUIREMENTS

Requirement 1: Completed two years of study at an institute of higher education (completion of 48 semester hours or equivalent of trimester hours)

☐ Yes ☐ No Institution: [Click or tap here to enter text.](#) Total Hours: [Click or tap here to enter text.](#)

Requirement 2: Possesses Associate (or higher) degree

☐ Yes ☐ No Institution: [Click or tap here to enter text.](#)

Degree Awarded: ☐ Associate ☐ Bachelor's ☐ Graduate

Requirement 3: Meets a rigorous standard of quality and can demonstrate, through a local academic assessment:

- Knowledge of and the ability to assist in instructing reading, writing, and mathematics; **OR**
- Knowledge of and the ability to assist in instructing reading readiness, writing readiness, and mathematics readiness, as appropriate

☐ Yes ☐ No

Assessment: [Click or tap here to enter text.](#) Date of Assessment: [Click or tap to enter a date.](#)

Assessment Score: [Click or tap here to enter text.](#) Passing Standard: [Click or tap here to enter text.](#)

III. MEETS EDUCATIONAL AIDE STATE CERTIFICATION REQUIREMENT

☐ Yes ☐ No ☐ N/A – Charter School

Date Employed in Position: [Click or tap to enter a date.](#) Date Certification Required: [Click or tap to enter a date.](#)

TITLE I, PART A PARAPROFESSIOAL REQUIREMENTS DETERMINATION

Paraprofessional meets the Title I, Part A Paraprofessional Requirements:

☐ Yes ☐ No ☐ Pending State Certification Requirement

Signature of Authorized Administrator

[Click or tap to enter a date.](#)

Date