

<b>DATE:</b>	<b>February 27, 2025</b>
<b>SUBJECT:</b>	<b>Certification of Provision of Instructional Materials</b>
<b>CATEGORY:</b>	<b>Reporting</b>
<b>NEXT STEPS:</b>	<b>Share with Instructional Materials Coordinators and complete certification of provision of instructional materials by May 1, 2025.</b>

## Background

In accordance with [Texas Education Code \(TEC\) §31.1011](#), school systems are required to certify annually to the State Board of Education (SBOE) and the Commissioner of Education that students have access to instructional materials covering all Texas Essential Knowledge and Skills (TEKS) for all required subjects, except physical education.

Additionally, school systems are required to certify that they protect against access to obscene or harmful content in compliance with the requirements for certification under the (i) the Children's Internet Protection Act (Pub. L. No. 106-554); (ii) Section [28.0022](#); (iii) Section [43.22](#), Penal Code; and (iv) any other law or regulation that protects students from obscene or harmful content. The TEKS Certification 2025–26 Survey includes a section for school systems to certify they meet this requirement.

Like last year's process, the Texas Education Agency (TEA) will utilize the following tools:

### **Certification 2025–26 Form:**

Printable, hard copy of the survey to be completed offline and presented to the board of trustees or governing body for ratification and signatures.

### **Certification 2025–26 Survey:**

Web-based application where school systems will submit their responses, collected on the TEKS Certification 2025-26 Form, and where school systems will upload the signature page of the Form.

## Required Action

This year's Certification Process requires:

- The completion of the Certification 2025–26 Form;
- Ratification by the school system's board of trustees or governing body in an open, public-noticed meeting; and
- Submission of the Certification 2025–26 Survey and upload of the ratified Certification 2025–26 Form.

The Certification 2025–26 Form can be accessed on the [Certification of Provision of Instructional Materials webpage](#).

The state online instructional materials ordering system, EMAT, will close for annual maintenance on March 28, 2025, and is scheduled to reopen on May 15, 2024. TEA recommends that school systems complete the Certification of Provision of Instructional Materials process no later than **May 1, 2025**. **Completion of the Certification Process is required to regain access to instructional material funds when EMAT reopens in May 2025.**

Certification 2025–26 Survey submissions received after May 15, 2025, will typically be processed within five business days, and access to allotment funds in EMAT will follow.

## **Instructions to Complete the Certification of Provision of Instructional Materials Process for 2025–26**

1. **Review the Certification 2025–26 Form:** Print the fillable Certification 2025–26 Form found on the [Certification of Provision of Instructional Materials webpage](#).
2. **Gather information:** The form may require consultation with content area leads or other school system staff.
3. **Complete Certification 2025–26 Form:** Complete the TEKS Certification 2025–26 Form by hand or digitally.
4. **Obtain needed signatures:** Ratify the **Certification 2025–26 Form** by the school system’s board of trustees or governing body in an upcoming, open board meeting.
5. **Submit Certification 2025–26 Survey:** Complete the online **Certification 2025–26 Survey** by answering the questions. You will upload the signed Certification 2025–26 Form from Step 4 inside the survey. The survey will be open for submissions beginning Monday, March 24, 2025, and will be located on the Certification of Provision of Instructional Materials webpage.

## **Additional Supports**

- TEA will host a webinar to review the Certification of Provision of Instructional Materials Process for 2025–26 on Monday, March 24, at 2:00 p.m. CDT. [Registration](#) is required.
- TEA will host office hours to support school systems with the Certification of Provision of Instructional Materials process; registration is required.
  - Monday, March 31 at 11:00 a.m. CDT | [Register on Zoom](#)
  - Thursday, April 3, at 11:00 a.m. CDT. | [Register on Zoom](#)
- All instructional materials listed on the survey can be found on the [Certification of Provision of Instructional Materials webpage](#).
- To facilitate completion of this year’s submission, school systems may request a copy of their previous year’s submission by submitting a [Help Desk Ticket](#).
- For questions about the TEKS Certification 2025–26 form, survey, or process, please submit a [Help Desk ticket](#).