

Helpful Reminders from the Texas Education Agency (TEA) Division of Educator Preparation and Certification

As you prepare for the upcoming school year and navigate the busy summer season, the Educator Preparation and Certification team at TEA would like to share important information, helpful guidance, and timely reminders.

You can contact the Educator Preparation and Certification team **Monday through Friday from 8:00am to 4:30pm by calling 512-936-8400 and selecting option 2**. TEA staff are actively answering calls during these hours and do not utilize voicemail. You may also submit a ticket through the [TEA Help Desk](#).

❖ Out-of-State Educator Certification

For comprehensive information and guidance, please direct out-of-state or international educators to the [Out-of-State Certifications](#) page on the TEA website. This page has been **recently refreshed and includes updated, detailed checklists** with step-by-step instructions for applying for a review of credentials to become certified Texas teachers.

District human resources staff with the appropriate access level **in ECOS for Entities** can **view educator-related information** such as credential review letters, submitted documents, application status, and fingerprint status **by selecting “Educator Information” from the left-hand menu**. The “TEA Results of Review of Credentials” letter, located in the educator’s “My Documents” tab outlines the applicant’s next steps for obtaining certification. If additional documentation is required to complete the review, a “Notification from TEA to Educator” letter will also be available.

❖ Emergency Permit Process

The emergency permit application process **for the 2025-2026 school year begins July 1st**. Human resources staff can refer to the *Emergency Permits Guide* found in the “**Helpful Links**” section on the [School District Hiring Information](#) page on the TEA website to assist with the application process. Many common questions about emergency permits are addressed in the guide.

❖ Special Education Resources

The [Special Education Personnel Assignment Guidance](#) page on the TEA website **outlines updated certification requirements that became effective May 18, 2025**. This page provides implementation guidance and resources aligned with these updates. Please be aware that **the HOUSSE option expires on September 1, 2025**.

❖ Military Community

For members of the military community, including active-duty service members, military spouses, and veterans, as well as first responders, please refer them to the Military Community & First Responders page on the TEA website. This page provides information on available fee exemptions and pathways to becoming certified Texas teachers. It also includes a detailed checklist to guide military community members through the fee exemption and credential review process.

❖ **Educational Aides**

For detailed information about the Educational Aide certificate, including the application process, please visit our [Becoming an Educational Aide in Texas](#) page on the TEA website. Please note that **Educational Aide certificates are not renewable**. They must be **reapplied for every two (2) years with a new district recommendation for issuance**.

❖ **Visiting International Teachers (VIT)**

Information about the Visiting International Teacher (VIT) program is available on the [Visiting International Teachers](#) page on the TEA website.

❖ **Certification Assignment Flexibility**

The chart available on the Certification Assignment Flexibility page on the TEA website outlines educator certification assignment flexibility options, designed to help address common challenges and scenarios faced by school districts.

Wishing you a successful hiring season and school year ahead!