





TEA General Overview & Agenda

ECOS for Entities Access

- Why do I need Access?
- Who should request access?
- How to request Access





Why Should I Request ECOS for Entities Access?

You should request ECOS for Entities access if your Educator Preparation Program (EPP) Legal Authority has required that you do so as a part of your job function.



Who Should Request ECOS for Entities Access

An employee of an Educator Preparation Program (EPP) that has a legitimate need to access candidate records and/or data needs ECOS for Entities Access

- Legal Authority/Backup Legal Authority
- Certification Officer
- EPP staff responsible for Accountability System for Educator Preparation (ASEP) reporting
- Other



Where to Go to Obtain ECOS for Entities Access

Go to:

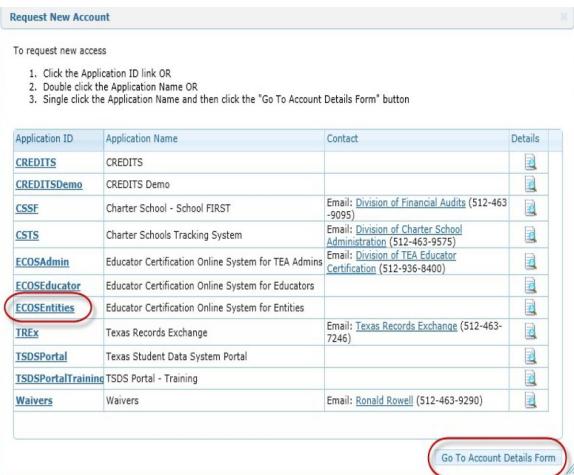
- The TEA website at www.tea.texas.gov
- Go to <u>Secure Applications</u>
- Scroll down to "ECOS for Entities"
- Download and read the "TEAL Access Instructions for ECOS Entity Users"
- Request access





TEM ECOS for Entities Access







TEM ECOS for Entities Access Continued

☐ District_Educator Aide	
☐ District_Fingerprint Update	
☐ District_Permits Data Entry	
☐ District_Principal Survey	
☐ District_Submit Permits	
EPP_ASEP Update	
EPP_ASEP Limited	
EPP_ASEP Read Only	
☐ EPP_Certification Officer	
☐ EPP_Test Approval	
General Access	

Tip: You can review a list of roles and descriptions at the end of the document.



ECOS for Entities Access - What Happens Next

Your request will first:

- Go to your Legal
 Authority (LA) & Backup
 Legal Authority (BLA) for
 Approval
- The LA or BLA will approve your request

Your request will then:

- Go to TEA:
- TEA staff will approve your access

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If you have questions or need assistance, please contact your Education Specialist or submit a Help Desk ticket.





