## ACCREDITATION ATTEMPTS

### STEPS TO BE TAKEN FOR STATE TExES EXAM APPROVAL 1 & 2

**TEXES EXAM ATTEMPT 1**

1. Refer to PSP for study hours
2. Submit PSP documenting completion of course requirements (see handout Course Requirements For Capstone Experience for information) to state assessments stateassessments @uhcl.edu
3. *Pass Exam Edge practice test with a score of 240*
4. Refer to Graduate TExES Exam Resources for additional study aids.
5. State assessments office will grant approval for FIRST attempt of state certification exam
7. Pass state TExES certification exam with a score of 240

**TEXES EXAM ATTEMPT 2**

1. Enroll in Professional Preparation Seminar course.
2. Meet with course instructor to develop new study plan/prescription for TExES CERTIFICATION EXAM TEST ATTEMPT 2
3. Disaggregate competency scores from Test Attempt 1
4. Complete new PSP with recommended study hours
5. Continue to refer to Graduate TExES Exam Resources for additional study aids.
6. Submit PSP to state assessments after completion of Professional Preparation Seminar course stateassessments @uhcl.edu
7. *Pass Exam Edge practice test with a score of 240*
8. Send scores to state assessments office
9. State assessments office will grant approval for SECOND attempt of state certification exam
11. Pass state TExES certification exam with a score of 240

### STEPS TO BE TAKEN FOR STATE TExES EXAM APPROVAL 3, 4, & 5

**TEXES EXAM ATTEMPT 3**

1. Enroll in Professional Preparation Seminar course.
2. Meet with course instructor to review disaggregated competency scores and develop new study plan/prescription for TExES CERTIFICATION EXAM TEST ATTEMPT 3
3. Disaggregate competency scores from Test Attempt 1 & 2
4. Continue to refer to Graduate TExES Exam Resources for additional study aids.
5. Submit PSP to state assessments after completion of Professional Preparation Seminar course stateassessments @uhcl.edu
6. *Pass Exam Edge practice test with a score of 240*
7. Send scores to state assessments office
8. State assessments office will grant approval for THIRD attempt of state certification exam
10. Pass state TExES certification exam with a score of 240

**TEXES EXAM ATTEMPT 4**

1. Enroll in Professional Preparation Seminar course.
2. Meet with course instructor to review disaggregated competency scores and develop new study plan/prescription for TExES CERTIFICATION EXAM TEST ATTEMPT 4
3. Disaggregate competency scores from Test Attempt 1, 2, & 3
4. Continue to refer to Graduate TExES Exam Resources for additional study aids.
5. Submit PSP to state assessments after completion of Professional Preparation Seminar course stateassessments @uhcl.edu
6. *Pass Exam Edge practice test with a score of 240*
7. Send scores to state assessments office
8. State assessments office will grant approval for FOURTH attempt of state certification exam
10. Pass state TExES certification exam with a score of 240

**TEXES EXAM ATTEMPT 5**

1. Enroll in Professional Preparation Seminar course.
2. Meet with course instructor to review disaggregated competency scores and develop new study plan/prescription for TExES CERTIFICATION EXAM TEST ATTEMPT 5
3. Disaggregate competency scores from Test Attempt 1, 2, 3, & 4
4. Continue to refer to Graduate TExES Exam Resources for additional study aids.
5. Submit PSP to state assessments after completion of Professional Preparation Seminar course stateassessments @uhcl.edu
6. *Pass Exam Edge practice test with a score of 240*
7. Send scores to state assessments office
8. State assessments office will grant approval for FIFTH attempt of state certification exam
10. Pass state TExES certification exam with a score of 240

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**THE TEXES EXAM MUST BE PASSED PRIOR TO PARTICIPATION IN CAPSTONE EXPERIENCE**

*STUDENTS WILL PAY FOR EXAM EDGE PRACTICE EXAM*
**COURSE REQUIREMENTS FOR CAPSTONE EXPERIENCE**

<table>
<thead>
<tr>
<th>PRINCIPAL</th>
<th>READING SPECIALIST</th>
<th>READING SPECIALIST/PRINCIPAL</th>
<th>SCHOOL COUNSELOR</th>
<th>SCHOOL LIBRARIAN</th>
<th>SUPERINTENDENT</th>
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<tbody>
<tr>
<td>Currently enrolled</td>
<td>Currently enrolled</td>
<td>Currently Enrolled</td>
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<tr>
<td>Complete ADSU 6030, 6132, 6233; 6533</td>
<td>Complete EDUC 6032, 6033; SILC 6030; INST 6031; LLLS 5133, 5635, 6331, 6332, 6333, 6639, 6732</td>
<td>Complete LLLS 6331, 6332, 6333, 6639, and 6732 &amp; ADSU 6030, 6132, 6233, 6436, 6437, 6533</td>
<td>Complete COUN 5131, 5231, 5432, 5433, 6030, 6232, 5234/6334, 6435, 6532, 6639</td>
<td>Complete SLIS 6134, 6136, 6234, 6334, 6336, 6338, 6340</td>
<td>Granted permission to test upon admission to certification program</td>
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<tr>
<td>OR</td>
<td>ONLINE CANDIDATES MUST COMPLETE ADSU 6432, 6132, 6233, and 6333</td>
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<tr>
<td>Pass TExES #268 Enroll ADSU 6638</td>
<td>Pass TExES #151 Enroll capstone experience LLLS 6839</td>
<td>Pass TExES #268 Enroll capstone experience ADSU 6638</td>
<td>Pass TExES #152 Enroll capstone experience ADSU 6638; TExES #368; TExES #151 Enroll capstone experience ADSU 6739</td>
<td>Pass TExES #150 Enroll capstone experience SLIS 6739 (Practicum II)</td>
<td>Pass TExES #195 Enroll capstone experience EDLS 7837</td>
</tr>
</tbody>
</table>
UHCL COLLEGE OF EDUCATION GRADUATE TEXES EXAM POLICY

In order to participate in an Administrator or Student Services certification program’s capstone experience, all candidates must have all associated exams passed and have registered for the course before the end of late registration (fall/spring semesters).

<table>
<thead>
<tr>
<th>Circle Certification Exam(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERFORMANCE ASSESSMENT SCHOOL LEADERS (PASL) (368)</td>
</tr>
<tr>
<td>PRINCIPAL AS INSTRUCTIONAL LEADER (268)</td>
</tr>
<tr>
<td>READING SPECIALIST (151)</td>
</tr>
<tr>
<td>SCHOOL COUNSELOR (152)</td>
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<tr>
<td>SCHOOL LIBRARIAN (150)</td>
</tr>
<tr>
<td>SUPERINTENDENT (195)</td>
</tr>
</tbody>
</table>

I have received, read, and understand the UHCL COE Graduate TEXES exam policy. I agree to abide by this policy. I acknowledge that failure to adhere to this policy will result in the delay of my eligibility to participate in my capstone experience(s).

Signature ______________________________________

Date__________________________
GRADUATE PERSONAL STUDY PLAN FOR ELIGIBILITY TO TAKE THE CORRESPONDING PRACTICE EXAM

PRACTICE EXAMS ARE COMPLETED PRIOR TO APPROVAL BEING GRANTED TO TAKE THE STATE CERTIFICATION EXAM.

Practice Test Name ___________________________ Certification Exam Number ___________________________

- I will study the recommended amount of hours (in increments of 15-30 minutes or more) by COE.
  - PRACTICE TEST ATTEMPT # 1: Refer to course requirements for capstone experience. Course instructor will verify course requirements have been met and sign off on PSP prior to submission for approval to take practice test attempt 1.
  - PRACTICE TEST ATTEMPT # 2: 15 hours
  - PRACTICE TEST ATTEMPT # 3: 20 hours
  - PRACTICE TEST ATTEMPT # 4: 25 hours
  - PRACTICE TEST ATTEMPT # 5: 30 hours

- I will record my studying and resources in the chart below.
- I understand that it is the quality of my study time, not the amount (quantity) of hours that will assist me in passing the TExES exam.
- For practice test attempts 2, 3, 4 & 5 of the certification exam, my course instructor of the professional preparation seminar will approve and initial my PSP documenting that I have completed the required study hours prior to submission.
- I will scan (correct alignment) a copy of my PSP and submit via computer to:
  - Course Blackboard shell; stateassessments@uhcl.edu;
  - I will be approved to take the practice test by the State Assessments Office once my PSP has been received and is complete with recommended number of hours.
  - I understand that my PSP will not be accepted if I submit a phone camera image.

<table>
<thead>
<tr>
<th>Materials/Resources I Used to Study and Improve My Weak Competencies</th>
<th>Total Time Spent with Each Resource</th>
<th>Date(s) I Studied</th>
<th>Area of Study Competency # and description</th>
<th>Other Test-Taking Weaknesses (time management, test anxiety, study skills, language proficiency, etc.)</th>
<th>What I Did to Improve in These Weak Test-Taking Areas</th>
<th>Approval Date &amp; Initials of Course Instructor</th>
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Total Hours __________

CERTIFICATION EXAM LIST

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<th>PERFORMAMCE ASSESSMENT SCHOOL LEADERS (PASL) (#368)</th>
<th>PRINCIPAL AS INSTRUCTIONAL LEADER (#268)</th>
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Graduate PSP Revised APRIL 2020 CPDT

Make additional copies of this page as needed.