

**INITIAL CERTIFICATION - PERSONAL STUDY PLAN (PSP)**

**Exam Name (Subject/Content Area)** \_\_\_\_\_  
 (CS EC6 - Math; PPR - EC12; STR; PK3; etc.)

**Exam Number** \_\_\_\_\_  
 (391; 160; 293; etc.)

**Total Hours Studied** \_\_\_\_\_

- I will study the recommended number of hours.
  - Core Subjects EC-6/4-8: minimum 5 hours per subject/content area (ELAR, Math, Sci, SocStu, FA/PE/Health)
  - Early Childhood: PK-3: 15 hours minimum
  - 4-8 Content Specific/ 7-12 Content Specific: 25 hours minimum
  - Science of Teacher Reading (STR) as required per certification: 5 hours minimum
  - PPR: 15 hours minimum
  - Supplemental exams: 15 hours minimum (BTLPT, BIL, ESL, SpEd)
- I understand that it is the **quality** of my study time, not the simply **quantity** of hours that will assist me in passing the TExES certification exams.
  - Recommended coursework completed before exam registration will help with content understanding
- I will record my study time and resources in the chart below. For Core Subjects – only ONE subject/content area per PSP page is to be recorded.
  - Submit documents via TCED 4100/TCED4102, ECED 4100, Blackboard shell for instructor approval
  - Send approved PSP to: [StateAssessments@uhcl.edu](mailto:StateAssessments@uhcl.edu) (Supplemental Exam PSPs do not require TCED 4100/4102, ECED 4100, instructor approval)
- When I feel sufficiently prepared, I will take a representative practice exam in my certification area(s).
  - Students may take practice exams without permission to score the minimum passing standard (240 or 80%)
  - Send Practice Exam scoring documents to: [StateAssessments@uhcl.edu](mailto:StateAssessments@uhcl.edu)
- Once corresponding PSP documents and Practice Exams have been received by the State Assessments Office, students should expect registration approval via email.
  - Use appropriate naming configurations for PSP and Practice Exam files (i.e. PPR PSP\_Jones; PPR Practice Exam\_Jones)
  - Legibly handwritten or typed.pdf or MSWord are acceptable; photos, pictures and screenshots will not be accepted
  - Core Subjects candidates must submit **all** subjects/contents for testing approval
  - PSP documents can be submitted prior to and independent of Practice Exams; they will likely not all be completed in the same timeframe.
- **If I am not successful on my initial attempt at the TExES certification exam, I will review and update my PSP and contact the State Assessments Coordinator for instructions prior to taking additional practice exams.**

Complete this table for ALL practice exam attempts			
Materials/Resources Used to Study	Time Spent with Each Resource	Date(s) Studied	Area of Study: Competency and description of work completed
Approval of TCED 4100/4102, ECED 4100 Instructor indicating student has met requirements:		Approval Date:	

Complete this table ONLY after an unsuccessful attempt at the TExES certification exam and prior to subsequent Practice Exams:
Targeted improvement measures
Obtain approval from State Assessments Office prior to subsequent Practice Exam attempts.

*Complete this page if necessary*

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