Supplemental Admission Requirements
Administrator/Student Services/Master Teacher Certification Programs

Before being admitted to a program that includes any of the Texas Education Agency (TEA) certifications listed below, the applicant must complete, sign and return this form as directed below.

Name: ___________________________  Student ID: ___________________________

Certification(s): (Circle all certifications you are planning to pursue as part of the program to which you are applying)

- Principal As Instructional Leader
- Reading Specialist
- School Counselor
- School Librarian
- Superintendent
- Master Mathematics Teacher
- Master Reading Teacher
- Master Technology Teacher

Criminal Background Check
The State of Texas, Texas Education Agency (TEA) and the State Board for Educator Certification (SBEC) require that an educator preparation program inform all program applicants and candidates about the State’s rules on criminal background checks from the Texas Occupations Code Chapter 53, the Texas Education Code Chapter 22.0831 and the Texas Administrative Code, Part VII, Chapter 227, Subchapter B.

Initial next to each of the below items to confirm you have read and understand the State’s rules on criminal background checks:

_____ I understand that an individual who has been convicted of an offense may be ineligible for the issuance of an educator certificate upon completion of an educational program.

_____ I understand that TEA will conduct a national criminal history check on me when I apply for my educator certificate and when I am a certified educator.

_____ I have read and understand TEA’s National Criminal History Checks-FAQs

_____ I understand that I may request a Preliminary Criminal History Evaluation from TEA if I have reason to believe that I may be ineligible for educator certification due to a conviction or deferred adjudication for a felony or misdemeanor offense, per Texas Occupation Code Section 53.102. I have read and understand TEA’s Preliminary Criminal History Evaluation-FAQs

_____ I have read and understand the current guidelines issued by SBEC on the following:
   a. Disciplinary Policy Guidelines
   b. Educator Discipline – FAQs

Roles and Responsibilities of an Educator
Initial next to the item below to confirm you have reviewed the Becoming a Teacher in Texas webpage to better understand the role of a teacher and the Texas workplace.

_____ I reviewed the Becoming a Teacher in Texas web page.

Applicant Signature ___________________________  Date ___________________________

Return completed form to the College of Education either by email (education@uhcl.edu) or fax (281-283-3599).

Revised 05/10/2022