

Odessa College Educator Preparation Program (OC EPP) Application

The completed application and official transcript(s) must be received by August 1st for Fall Semester entry, December 15th for Spring Semester entry, or May 1st for Summer Semester entry. There will be a non-refundable \$100 application fee collected upon your first registration. Do NOT send the application fee with your application. Incomplete applications will not be reviewed.

Note: In the case that you are not accepted, your file will be kept for two years then destroyed. Requirements for program entry may change based on State Board for Educator Certification rules. All application material must be submitted to:

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Odessa College
Educator Preparation Program
201 W. University
Odessa, Texas 79764
(432) 335-6501
rpaquette@odessa.edu

Minimum Requirements for All Applicants:

A two-page resume listing any related experience in teaching children or similar disciplines that would enhance teaching children is required.

For the EC-6 applicants:

- The possession of a Bachelor's Degree is allowed by the Texas Higher Education Coordinating Board as proof of the ability to communicate, listen, read, write, and comprehend the English Language.
- Official university/college transcripts from all institutions of higher education that you attended sent directly to OC Educator Preparation Program from the institution showing coursework, number of credit hours, overall GPA, conferred Bachelor's degree, date degree was conferred, and any advanced degrees from an accredited university.

Transcripts should be emailed digitally or mailed directly to the OC Records from the college or university. No photocopies will be accepted. If transcripts are from a foreign country, they MUST be evaluated by a TEA Vendor and the evaluation must state that your degree is equal to an American university's bachelor degree.

Applicant grade point average will be calculated from official transcripts. A grade point average of 2.5 or higher in the last 60 hours of coursework from the conferred bachelor's degree or higher at an accredited IHE is required for admission. If applicants have hours beyond the most recent conferred degree, grades from the most recent 60 hours of coursework from the IHE may be used.

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A list of TEA recognized vendors can be found at

<https://tea.texas.gov/texas-educators/certification/out-of-state-certification/foreign-credential-evaluation-services>.

If the language of instruction of the out-of-country college/university is not English or the country is not listed on the TEA website as English speaking, you MUST take and pass all sections of the TOEFL exam with minimum scores of Speaking 24, Listening 22, Reading 22, and Writing 21. TOEFL scores are valid for two (2) years from the test date. For more information, go to

https://tea.texas.gov/Texas_Educators/Certification/Out-of-State_Certification/English_Language_Proficiency/

Participate in an Interview: Once your completed application and all materials have been submitted, an interview will be scheduled by the OC Educator Preparation Program staff.

If you are currently enrolled in courses seeking a Bachelor's degree and expect to complete the courses and other requirements at the end of the semester in which admission is sought to the OC program, you may be admitted on a contingency basis pending receipt of an official transcript showing degree conferred.

In order to successfully complete this program, applicants must have:

- Ability to complete requirements independently
- Ability to understand and implement directions
- Valid email address and regular access to a computer
- Financial ability to pay program fees and tuition by deadlines

Criminal History Disclosure

According to H.B. 1498 (TEC21.917), Texas school districts will run a Criminal Background Check (CBC) to obtain criminal history information on every employee, candidate for employment, and observer in schools. The State Board for Educator Certification will also run a fingerprint check when you request probationary, intern, or standard certification. A criminal history may disqualify your participation in a school district AND from acceptance into the Teacher Certification Program. You are eligible for a pre-determination of teacher certification by consulting the Texas Education Agency at http://tea.texas.gov/Texas_Educators/Investigations/Preliminary_Criminal_History_Evaluation-FAQs/

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Personal Information		
Last Name	First Name	Middle Initial
Home Phone Number	Mobile phone number	Email address
Emergency Contact Name	Emergency Contact Email	Emergency Contact Phone
Other Names on Academic Records		
Date of Birth:		Gender:
Ethnicity: <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Not Hispanic/Latino	Race: <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> White	Social Security Number:
Home Address:		
Educational Background		
College/University Attended	Dates	Degree Earned
Certification		
Please select the appropriate box for the certification area you wish to apply.		<input type="checkbox"/> EC-6 Core Subjects
Work Experience		
Have you previously applied to any other educator preparation program?		If yes, list the name here.
Have you previously been employed as a classroom teacher?		If yes, list name of school, school district and length of employment.

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Are you eligible to work in the United States?

No ___ Yes ___

Are you currently serving, or have you served in the military?

No ___ Yes ___

Have you ever been admitted into another teacher certification program?

Yes ___ No ___

Transfer

If yes, Name of Program: _____

Address: _____

Phone Number: (____) _____ - _____

Why did you leave that program? _____

Did you leave the program in "good standing?" Yes ___ No ___