

## Advanced Educator Certification Tracking Form

A \$100.00 Educator Preparation Program (EPP) Admission Fee will be charged to your mySFA account.

(This fee covers the following expenses: Data management, technology, professional development, student services and EPP general support)

**PLEASE FILL IN ALL BLANKS. Incomplete information will delay processing.**

Date: \_\_\_\_\_ Campus ID#: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Current Employer: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email Address: \_\_\_\_\_

<b>Program:</b>	<b>Documents needed for admission to the Educator Preparation Program:</b>
Educational Diagnostician	<input type="checkbox"/> Tracking Form
<input type="checkbox"/> Degree Seeking	<input type="checkbox"/> Teacher Service Record
<input type="checkbox"/> Certification Only	<input type="checkbox"/> Valid Texas Teaching Certificate

### **Candidate acknowledgement (Based on TAC 227.17):**

I understand that upon acceptance into the Educational Diagnostician program, I am also accepting admission into the Educator Preparation Program (EPP). My admission date to the EPP will be SFA's Official Reporting day of the semester in which I was granted admission per the Notice of Admission issued by the Graduate School.

Summer     Fall     Spring

Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **FOR OFFICE USE ONLY:**

GPA: Overall \_\_\_\_\_ GPA Last 60 hours \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
**(2.75 or greater see TAC 227.10 for exception rules)**

Program Coordinator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TAC 227.17 states that an EPP must notify the TEA within seven calendar days of a candidate's formal admission. The Office of Assessment and Accountability must receive the tracking form and all required documents within FIVE days of the signature date.**

Program Coordinators: Please scan and email completed and signed form and **ALL** required documents to:

[edcert@sfasu.edu](mailto:edcert@sfasu.edu) Attn: Katie Snyder Martin

Entered in Ed Prep system     GPA Worksheet     Admission Fee Spreadsheet

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_