



Certification documents should be mailed to:

Texas Education Agency  
Division of Educator Certification,  
Standards & Fingerprints  
1701 N. Congress Ave. 5th Floor  
Austin, TX 78701

## Checklist for Out-of-State Certified Teachers:

- Apply through the State Board for Educator Certification (SBEC) online system at [www.tea.state.tx.us](http://www.tea.state.tx.us)
- Select “Educator Log In” on the left hand side of the page
- Log in or create an new account
- Click on “Applications” and select “Out of State Certified Applicants” to complete the application for a review of credentials
- Pay a non-refundable fee of \$177 for review of credentials
- Mail copies of the front and back of all educator certificates issued by another state or U.S. territory to SBEC
- Mail official transcripts of all universities, showing degree(s) posted and bearing the seal and signature of the college registrar, to SBEC

# Out of State Certified Teachers

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SBEC - 512-936-8400

### If you qualify for Texas certification based on the Review of Credentials, you may:

- Apply for a One-Year Certificate if examinations are required and you have NOT met Texas state certification requirements
- Pay a \$52 application fee to SBEC

OR

- Apply for a Standard Certificate if no examinations are required and you HAVE met Texas state certification requirements
- Pay a \$77 application fee to SBEC

### All educators are required to:

- Pass a criminal background check with SBEC
- Pay a \$42.25 criminal background check fee to SBEC on their website with a check or credit card
- Schedule an appointment to get fingerprinted by calling L1 Solutions at 1-888-467-2080
- Pay a \$9.95 electronic fingerprinting processing fee to L1-Solutions

*Note:* SBEC has identified states that have potentially comparable certification exams. An additional application and fee are required to review specific exam scores. Please go to the SBEC website to learn more.