

If seeking MEd(initial certification only) or PBC Initial Certification, please complete the following:

Degree: _____ University: _____

Undergraduate Major: _____ Undergraduate Minor: _____

*All Certification areas except EC-6 and Special Education (if intending to teach in EC-6 grade levels) require a minimum of 12 hours in the Content area if PBC or 24 hours, with 12 being upper level, if MEd. Students may also qualify to teach a content area by taking and passing a Pre-Admission Content Test (PACT) through TEA.

Certification Level Desired

- EC-6th Grade 4th-8th Grade 7th-12th Grade All-Level

Indicate Specialization Area if EC-6th. All others indicate teaching field under appropriate grade level certification.

If Early Child-6th Grade	If 4th-8th Grade	If 7th-12th Grade	If All-Level
<input type="checkbox"/> EC-6 Core Subjects <input type="checkbox"/> EC-6 Bilingual Generalist	<input type="checkbox"/> English Language Arts and Reading <input type="checkbox"/> Science <input type="checkbox"/> Social Studies <input type="checkbox"/> Mathematics	<input type="checkbox"/> Communication/Speech <input type="checkbox"/> Composite Social Studies <input type="checkbox"/> English/Language Arts <input type="checkbox"/> History <input type="checkbox"/> Journalism <input type="checkbox"/> Mathematics <input type="checkbox"/> Life Sciences <input type="checkbox"/> Physical Science <input type="checkbox"/> Composite Science	<input type="checkbox"/> Art <input type="checkbox"/> Music <input type="checkbox"/> P.E. <input type="checkbox"/> Spanish <input type="checkbox"/> Special Education

List courses taken in the Content Area if 4-8, 7-12, or All Level

Total number of hours in the Content Area _____ **Number of upper level hours (3000 & 4000)** _____

Do NOT Write below this line. For Office Use Only

Criteria	Signature of Verification Authority	Date	Comments
Overall GPA Calculation:			
Last 60 hours GPA Calculation:			
Subject Area GPA Calculation:			
Declared Cert. Area On File Y__ N__			
Quality of Writing Sample			
Speech Competency: Y__ N__			
Acceptable Interview Y__ N__			

Check SBEC On-line's Educator Information-Educator Identification screens for any previous permits, probationary certifications or test permissions/attempts. An applicant cannot have 3 years of previous permits or probationary certifications or have finished a certification program elsewhere in TX.

- None Prior permit/probationary cert/test: _____

SBEC/TEA Account Created/Confirmed by HBU School of Education and Behavioral Sciences # _____ Date _____

Reviewed by: _____ Date _____

HOUSTON BAPTIST UNIVERSITY

FERPA Consent to Release Educational Records and Information

This release represents your written consent to permit Houston Baptist University to disclose educational records and any information contained therein to the specific individual(s) identified below. Please read this document carefully and fill in all blanks.

I, _____ **[print full name]** am a candidate at **Houston Baptist University** and hereby give my voluntary consent to officials:

A. To disclose the following records:

- Records relating to any of my field-based experiences
- Records relating to my performance in the field
- Records relating to my performance on the state exams

B. To the following person(s):

- School districts or other agencies associated with field-based experiences
- School-based/Agency-based administrators
- School-based/Agency-based cooperating teachers/mentors
- Program faculty

C. These records are being released for the purpose of:

- Conversing and reviewing performance
- Acquiring feedback
- Procuring required signatures

I understand that under the Family Educational Rights and Privacy Act of 1974 (“FERPA” 20 USC 123g; 34 CFR §99; commonly known as the “Buckley Amendment”) no disclosure of my records can be made without my written consent unless otherwise provided for in legal statutes and judicial decisions. I also understand that I may revoke this consent at any time (via written request to the educator preparation program) except to the extent that action has already been taken upon this release. Further, without such a release, I am unable to participate in any field-based experiences including 30 clock hours of observation, clinical teaching, student teaching, or internship.

Signature of Candidate _____ Date _____

Date of Birth: _____ Social Security # _____

Student Contact Information:

Email _____ HBU E-mail: _____

Phone Number: _____

Candidate TEA ID Number: (**office use only**) _____

Code of Ethics and Standard Practices for Texas Educators

Statement of Purpose.¹

The Texas educator shall comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom. The Texas educator, in maintaining the dignity of the profession, shall respect and obey the law, demonstrate personal integrity, and exemplify honesty and good moral character. The Texas educator, in exemplifying ethical relations with colleagues, shall extend just and equitable treatment to all members of the profession. The Texas educator, in accepting a position of public trust, shall measure success by the progress of each student toward realization of his or her potential as an effective citizen. The Texas educator, in fulfilling responsibilities in the community, shall cooperate with parents and others to improve the public schools of the community. This chapter shall apply to educators and candidates for certification.

Enforceable Standards.²

(1) Professional Ethical Conduct, Practices, and Performance.

(A) Standard 1.1. The educator shall not intentionally, knowingly, or recklessly engage in deceptive practices regarding official policies of the school district, educational institution, educator preparation program, the Texas Education Agency, or the State Board for Educator Certification (SBEC) and its certification process.

(B) Standard 1.2. The educator shall not knowingly misappropriate, divert, or use monies, personnel, property, or equipment committed to his or her charge for personal gain or advantage.

(C) Standard 1.3. The educator shall not submit fraudulent requests for reimbursement, expenses, or pay.

(D) Standard 1.4. The educator shall not use institutional or professional privileges for personal or partisan advantage.

(E) Standard 1.5. The educator shall neither accept nor offer gratuities, gifts, or favors that impair professional judgment or to obtain special advantage. This standard shall not restrict the acceptance of gifts or tokens offered and accepted openly from students, parents of students, or other persons or organizations in recognition or appreciation of service.

(F) Standard 1.6. The educator shall not falsify records, or direct or coerce others to do so.

(G) Standard 1.7. The educator shall comply with state regulations, written local school board policies, and other state and federal laws.

(H) Standard 1.8. The educator shall apply for, accept, offer, or assign a position or a responsibility on the basis of professional qualifications.

(I) Standard 1.9. The educator shall not make threats of violence against school district employees, school board members, students, or parents of students.

(J) Standard 1.10. The educator shall be of good moral character and be worthy to instruct or supervise the youth of this state.

(K) Standard 1.11. The educator shall not intentionally or knowingly misrepresent his or her employment history, criminal history, and/or disciplinary record when applying for subsequent employment.

(L) Standard 1.12. The educator shall refrain from the illegal use or distribution of controlled substances and/or abuse of prescription drugs and toxic inhalants.

(M) Standard 1.13. The educator shall not consume alcoholic beverages on school property or during school activities when students are present.

(2) Ethical Conduct Toward Professional Colleagues.

(A) Standard 2.1. The educator shall not reveal confidential health or personnel information concerning colleagues unless disclosure serves lawful professional purposes or is required by law.

(B) Standard 2.2. The educator shall not harm others by knowingly making false statements about a colleague or the school system.

(C) Standard 2.3. The educator shall adhere to written local school board policies and state and federal laws regarding the hiring, evaluation, and dismissal of personnel.

(D) Standard 2.4. The educator shall not interfere with a colleague's exercise of political, professional, or citizenship rights and responsibilities.

(E) Standard 2.5. The educator shall not discriminate against or coerce a colleague on the basis of race, color, religion, national origin, age, gender, disability, family status, or sexual orientation.

(F) Standard 2.6. The educator shall not use coercive means or promise of special treatment in order to influence professional decisions or colleagues.

(G) Standard 2.7. The educator shall not retaliate against any individual who has filed a complaint with the SBEC or who provides information for a disciplinary investigation or proceeding under this chapter.

(3) Ethical Conduct Toward Students.

(A) Standard 3.1. The educator shall not reveal confidential information concerning students unless disclosure serves lawful professional purposes or is required by law.

(B) Standard 3.2. The educator shall not intentionally, knowingly, or recklessly treat a student or minor in a manner that adversely affects or endangers the learning, physical health, mental health, or safety of the student or minor.

(C) Standard 3.3. The educator shall not intentionally, knowingly, or recklessly misrepresent facts regarding a student.

(D) Standard 3.4. The educator shall not exclude a student from participation in a program, deny benefits to a student, or grant an advantage to a student on the basis of race, color, gender, disability, national origin, religion, family status, or sexual orientation.

(E) Standard 3.5. The educator shall not intentionally, knowingly, or recklessly engage in physical mistreatment, neglect, or abuse of a student or minor.

(F) Standard 3.6. The educator shall not solicit or engage in sexual conduct or a romantic relationship with a student or minor.

(G) Standard 3.7. The educator shall not furnish alcohol or illegal/unauthorized drugs to any person under 21 years of age unless the educator is a parent or guardian of that child or knowingly allow any person under 21 years of age unless the educator is a parent or guardian of that child to consume alcohol or illegal/unauthorized drugs in the presence of the educator.

(H) Standard 3.8. The educator shall maintain appropriate professional educator-student relationships and boundaries based on a reasonably prudent educator standard.

(I) Standard 3.9. The educator shall refrain from inappropriate communication with a student or minor, including, but not limited to, electronic communication such as cell phone, text messaging, email, instant messaging, blogging, or other social network communication. Factors that may be considered in assessing whether the communication is inappropriate include, but are not limited to:

(i) the nature, purpose, timing, and amount of the communication;

(ii) the subject matter of the communication;

(iii) whether the communication was made openly or the educator attempted to conceal the communication;

(iv) whether the communication could be reasonably interpreted as soliciting sexual contact or a romantic relationship;

(v) whether the communication was sexually explicit; and

(vi) whether the communication involved discussion(s) of the physical or sexual attractiveness or the sexual history, activities, preferences, or fantasies of either the educator or the student.

I have read and agree to comply with the above Code of Ethics and Standard Practices for Texas Educators.

Signature

Date

Print Name

¹ Portion copied from §247.1: The provisions of this §247.1 adopted to be effective March 1, 1998, 23 TexReg 1022; amended to be effective December 26, 2010, 35 TexReg 11242; amended to be effective December 19, 2011, 36 TexReg 8530.

² Copied in entirety from §247.2: The provisions of this §247.2 adopted to be effective March 1, 1998, 23 TexReg 1022; amended to be effective August 22, 2002, 27 TexReg 7530; amended to be effective December 26, 2010, 35 TexReg 112