

Region 13 Educator Certification Program  
**Application Requirement Checklist**  
**Marketing 6-12**

**Application Requirements:** *The following is a list of the minimum requirements for application to the Region 13 Educator Certification Program for the certification area specified above.*

**Bachelors Degree** earned from and conferred by an institution of higher education that is recognized by the Texas Higher Education Coordinating Board (THECB).

- You may view all accredited institutions in the United States on the website [Council for Higher Education Accreditation \(CHEA\)](#)

**NOTE: Candidates with a degree from a foreign institution must:**

- Have transcripts evaluated by [Foreign Credentials Service of America](#), 512.459.8428, showing degree earned and grade equivalencies
- Take the [TOEFL iBT](#) (Test of English as a Foreign Language) scoring a minimum of 24-Speaking; 22-Listening; 22-Reading and 21-Writing

If you have a degree from a country where English is the official language, a TOEFL score is **NOT** required. See [approved list](#).

**Note: When registering for the TOEFL, please choose the Region 13 Institution Code - B271**

**Minimum 2.50 grade point average** (determined in **one** of the following ways)

- 2.5 on all coursework on all coursework (includes all courses from all institutions)
- OR-
- 2.75 in last 60 semester hours of completed coursework

**Content Area Proficiency and Certification-Related Licensure/Work Experience**

- Bachelor's Degree (from an accredited institution of higher education) with minimum of 6 semester hours of coursework documented in transcript related to certification area of Marketing
- Two years wage earning work experience required
- If the applicant meets the minimum requirements to pursue Marketing certification, Region 13 will grant content test approval. For test information, visit <http://cms.texas-ets.org/texas/registration-information/approval-test/>
  - Each applicant will be required to pay a \$55 test approval fee. The test approval fee will be discounted from the pre-service (boot camp) fee prior to the beginning of classes.
- **Please Note:** Applicants will not be able to register for the content exam until Region 13 grants test approval. If approved, applicants will receive an e-mail with instructions about how to sign up for the content exam **Test Code #275 Marketing 6-12**.

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**Application Process:** *The following is a summary of the application process:*

- Submit an online application
- Pay the application fee at the conclusion of the application **ALL FEES ARE NON-REFUNDABLE**
- Submit official transcripts from ALL institutions of higher education attended
- Submit Statement of Qualifications (SOQ) form (see website for form)
- Submit a copy of test scores for the test listed above.