

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

Application Requirements: *The following is a list of the minimal 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](#) (Test of English as a Foreign Language) scoring a minimum of 26 in listening and speaking.

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

- Bachelors 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

***NOTE:** Applicants not meeting coursework requirement are required to submit a waiver letter from their hiring district providing compelling evidence to override this requirement. Waiver letter must accompany the application and must state that the hiring district has evidence that the candidate possesses the personal attributes and content knowledge to be successful as a teacher.*

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)