



SUL ROSS STATE UNIVERSITY

Teacher Education Program Application

1. **It is very important that you read through all materials very carefully!**
2. Please fill out the following forms and return them to the College of Education at AlpineEducation@sulross.edu. Fill out all forms completely and legibly. Any forms that are not complete will be returned to you and will delay your application progress.
 - **Completed Application:**
 - **Statement of Purpose**
 - **State and Federal Mandated Data Collection form**
 - **Educator's Code of Ethics Affirmation form**
 - **FERPA form**
 - **CastleBranch Background Check Results**
 - **Review SRSU Certification Program Exit Policy**

Check One:

Alpine located student

INTL located student

Teacher Education Program
Department of Education
Sul Ross State University
Box C-115
Alpine, TX 79832
Office (432) 837-8170

Teacher Education Program
Department of Education
Sul Ross State University
205 Wildcat Drive
Del Rio, TX 78840
Office (830) 703-4834

Sul Ross State University
A Member of the State University System
Teacher Education Program

APPLICATION

Date: _____

Date of Birth: _____

Name: _____
Last First MI A Student ID

Address: _____
Street /PO Box City State Zip-code

Phone: _____ Cell Phone: _____

E-mail: _____ Alt. E-mail: _____

PROGRAM ADMISSION REQUIRES COMPLETION OF THE FOLLOWING:

1. GRADE LEVEL & TEACHING FIELD

Grades EC-6 ☐	Grades 4-8 ☐	Grades 6-12 ☐	Grades 7-12 ☐	All-Level (EC-12) ☐
Teaching Field / Content Area:				

2. EARNED HOURS & GPA REQUIREMENT – FULL ADMISSION REQUIRES 3.0 OR HIGHER*

Total number of earned hours _____	Minimum requirement of 75sch met ☐
Cumulative GPA – All coursework _____	Minimum requirement of 3.0 met ☐
Number of hours in teaching field _____	Minimum requirement of 12sch met ☐
Teaching Field GPA _____	Minimum requirement of 3.0 met ☐

3. Grade of “B” or higher in the following:

Class Grade	Reading: English 2341 or any sophomore/advanced literature: ENG	Grade = _____
	Writing ENG 1301 or ENG 1302 or ENG 3312 (<i>C or better</i>): ENG	Grade = _____
	Math: Mathematics 1332, 1314, 1316, 1342 or 2413: MATH	Grade = _____

(OR)

TSI REQUIREMENTS

Exam scores if no “B” or higher in the above courses.

Test Score	ACT: Reading = 23+ _____	Writing = 18+ _____	Math = 19+ _____
	SAT: Reading = 500+ _____	Writing = _____	Math = 530+ _____
	TSI Exam: Reading = 351+ _____	Writing = 340/4+ _____	Math = 350+ _____
	TSI-A2 Exam: ELAR = 945+ _____	Writing = 5+ _____	Math = 950+ _____

TSI Requirements Met ☐

4. ORAL COMMUNICATION REQUIREMENTS: Grade of “C” or higher in the following:

- Oral Communications: COMM 1315, 1318 or 1320 Grade = _____
- OR SPCH 1311

* Per 19 TAC §227.10(a)(3)(A)(i)–(ii), applicants must meet GPA criteria through cumulative coursework **or** the most recent 60 semester credit hours attempted at an accredited institution.

5. Teacher Education Application Background Data Sheet

Please type answers in form fields, indicate "None" where applicable.

I. Personal Data		Date:	
Date of Birth:	_____	Marital Status:	_____
Number of Children:		_____	
List any allergies, physical or medical conditions of which we should be aware: _____			
Will you be working while attending school: _____ If YES where: _____			
Work Phone:	_____	Supervisor's Name:	_____
Hours:		_____	
II. Educational and Professional Data			
High School graduated from _____			
School	_____	Year	_____
City	_____	State	_____
Colleges & Universities Attended:			
School	_____	Years	_____
School	_____	Years	_____
School	_____	Years	_____
Membership in Campus Organization: _____			
Campus Awards or Recognitions: _____			
Work Experience:			
Employer	_____	Dates Employed	_____
Employer	_____	Dates Employed	_____
Experiences as a leader with children: _____			
Travel or Military Experience: _____			
Special Talents or Experiences: _____			
(Example: Art, athletics, dance, music, theatre)			
Recreational interests & hobbies: _____			
Languages Spoken: _____		Languages Read: _____	

6. STATEMENT OF PURPOSE

Complete a personal statement of purpose for submission with your application.
See Statement of Purpose page below for specific questions.

Statement of Purpose Requirement

Teaching is not a “back-up” or “fallback” career. Making teaching in the public schools a career requires a commitment to serving students and a desire to actively participate in the field. Because of this imperative, the Education Department wishes to know WHY you want to enter the Teacher Education Program.

In a 2-3-page Word document (1.5 spaced, 11pt Times New Roman Font) Provide a personal statement of purpose discussing the following:

- Why you are pursuing public school teacher certification?
- What area(s) of public school do you wish to teach in and why?
- What are your professional goals as an educator?
- Where do you see your future in public education?
- What do you believe your strengths as a student are, as well as other qualities that speak to your success in the SRSU Teacher Education Program?

Once your statement of purpose is completed, include it with all other documents when submitting your Teacher Education Program Application.

For Information Only
Please use the the
Electronic Application in
Watermark SL&L

7. ASSURANCES (read and initial each assurance):

I understand that I must meet the minimum requirements* for admission to the Teacher Education Program prior to full acceptance.

I understand that I must have a minimum of 75 total semester credit hours of college coursework.

I understand that I must have a minimum GPA of 3.0 in overall coursework.

I understand that I must have a minimum of 12sch of coursework in my teaching field, unless seeking Science and Math certification. Science and Math students must have 15sch of coursework in their teaching field.

I understand that I must meet the minimum test scores or grades for the TSI Requirements in Reading, Writing, and Mathematics.

I understand that I must meet the minimum coursework and grades for the Oral & Written Communication Requirement.

I understand that to participate in field experiences in public schools a criminal history/background check is required by Sul Ross State University.

- This criminal history/background check will be done through Castle Branch by the student and the results will be reported to Sul Ross State University. (See attached instructions).
- The student understands that this criminal history/background check through Castle Branch will cost them **\$36.50**, and that this information may be discussed with the School District(s) in which they are involved.

I understand that if I have committed and been convicted of a criminal offense, per the Texas Administrative Code §227.1 (d)(1), it may make me ineligible for certification as a teacher in the State of Texas.

I understand that, per the Texas Administrative Code §227.1 (d)(1), the right to request a criminal history evaluation letter from the Texas Education Agency to determine if a convicted criminal offense has rendered me ineligible. Full information on this process may be found at: <https://tea.texas.gov/texas-educators/investigations/preliminary-criminal-history-evaluation-faqs>.

I understand that certification requires the passing of TExES exams in the content field, pedagogy & professional responsibility (plus the science of teaching reading if EC-6 or ELAR 4-8).

I understand that, in order to progress to Block III, I must pass the required TExES content exam. Failure to pass the content exam means that further progress in the Teacher Education Program will be delayed.

I understand that I must complete a supervised educator assignment as a student teacher for full certification as a teacher in the State of Texas. I also understand that university supervision is provided throughout enrollment in either option.

I understand that I am responsible for all fees, including tuition & course, exam, and application fees required of the program.

I understand that I am responsible for the submission of all documents required by the SRSU Department of Education and the Teacher Education Program and, that failure to do so will impede my progress through the program.

I have read and understood the SRSU Certification Program Exit Policy (p. 16).

I have read and understood the Teacher Education Program Handbook and I understand all the program requirements.

I understand that if I have questions about the program, I may contact the Assistant Director of Education, Madison Owen at madison.owen@sulross.edu

Signature/Consent

Date

***Submission of this application does not indicate full acceptance into the Teacher Education Program.**

NON-DISCRIMINATION STATEMENT:

No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored by Sul Ross State University on any basis prohibited by applicable law, including but not limited to race, color, national origin, religion, sex, age, or disability.

All Applicants to the Teacher Education Program must complete a background check through CastleBranch. Follow the instructions below to complete the Background Check.



Package review

Order Instructions for

Sul Ross State University - Undergraduate Teacher Education Program

1. Go to <https://mycb.castlebranch.com/>
2. In the upper right hand corner, enter the Package Code that is below.

Package Code SS73c: Background Check

About

About CastleBranch

Sul Ross State University - Undergraduate Teacher Education Program has partnered with CastleBranch, one of the top ten background check and compliance management companies in the nation to provide you a secure account to manage your time sensitive school and clinical requirements. After you complete the order process and create your account, you can log in to your account to monitor your order status, view your results, respond to alerts, and complete your requirements.

You will return to your account by logging into [castlebranch.com](https://mycb.castlebranch.com/) and entering your username (email used during order placement) and your secure password.

Order Summary

Payment Information

Your payment options include Visa, Mastercard, Discover, Debit, electronic check and money orders.

Note: Use of electronic check or money order will delay order processing until payment is received.

Accessing Your Account

To access your account, log in using the email address you provided and the password you created during order placement. Your administrator will have their own secure portal to view your compliance status and results.

Contact Us

For additional assistance, please contact the Service Desk at 888-723-4263 or visit <https://mycb.castlebranch.com/help> for further information.

State and Federal Mandated Data Collection

The United States Department of Education (USDE) requires all state and local education institutions to collect data on ethnicity and race for students and staff. This information is used for state and federal accountability reporting as well as for reporting to the Office of Civil Rights (OCR) and the Equal Employment Opportunity Commission (EEOC).

Completion of this information is voluntary and it will be separated from your application when it is received. This information is not used in the admission process. All information will be used in a nondiscriminatory manner, consistent with the civil rights laws.

If you decline to provide this information, please be aware that the USDE requires schools to use observer identification as a last resort for collecting the data for federal reporting.

Name: _____

As your name appears on your TX Driver's License

Social Security Number: _____

1. **Gender:** ☐ Male ☐ Female

2. **Ethnic Background: Choose only One.**

- ☐ Hispanic/Latino
- ☐ Non-Hispanic/Latino

Race: Choose one or more.

- ☐ American Indian or Alaskan Native
- ☐ Asian
- ☐ Black or African American
- ☐ Native Hawaiian/Other Pacific Islander
- ☐ White

Texas Administrative Code

TITLE 19

EDUCATION

PART 7

STATE BOARD FOR EDUCATOR CERTIFICATION

CHAPTER 247

EDUCATORS' CODE OF ETHICS

RULE §247.1

Purpose & Scope; Definitions;

RULE §247.2

Code of Ethics and Standard Practices for Texas Educators

Purpose & Scope §247.1 (a)-(d)

(a) In compliance with the Texas Education Code, §21.041(b)(8), the State Board for Educator Certification (SBEC) adopts an Educators' Code of Ethics as set forth in §247.2 of this title (relating to Code of Ethics and Standard Practices for Texas Educators). The SBEC may amend the ethics code in the same manner as any other formal rule.

(b) 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.

(c) The SBEC is solely responsible for enforcing the Educators' Code of Ethics for purposes related to certification disciplinary proceedings. The Educators' Code of Ethics is enforced through the disciplinary procedure set forth in Chapter 249 of this title (relating to Disciplinary Proceedings, Sanctions, and Contested Cases) pursuant to the purposes stated therein.

(d) As provided in §249.5 of this title (relating to Purpose; Policy Governing Disciplinary Proceedings), the primary goals the SBEC seeks to achieve in educator disciplinary matters are:

- (1) to protect the safety and welfare of Texas schoolchildren and school personnel;
- (2) to ensure educators and applicants are morally fit and worthy to instruct or to supervise the youth of the state; and
- (3) to fairly and efficiently resolve educator disciplinary proceedings at the least expense possible to the parties and the state.

Definitions §247.1 (e)

(e) The following words, terms, and phrases, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

(1) Abuse--Includes the following acts or omissions:

(A) mental or emotional injury to a student or minor that results in an observable and material impairment in the student's or minor's development, learning, or psychological functioning;

(B) causing or permitting a student or minor to be in a situation in which the student or minor sustains a mental or emotional injury that results in an observable and material impairment in the student's or minor's development, learning, or psychological functioning;

(C) physical injury that results in substantial harm to a student or minor, or the genuine threat of substantial harm from physical injury to the student or minor, including an injury that is at variance with the history or explanation given and excluding an accident or reasonable discipline; or

(D) sexual conduct harmful to a student's or minor's mental, emotional, or physical welfare.

(2) Applicant--A party seeking issuance, renewal, or reinstatement of a certificate from the Texas Education Agency staff or the State Board for Educator Certification.

(3) Code of Ethics--The Educators' Code of Ethics codified in this chapter.

(4) Complaint--A written statement submitted to the Texas Education Agency staff that contains essential facts alleging improper conduct by an educator, applicant, or examinee, the complainant's verifiable contact information, including full name, complete address, and phone number, which provides grounds for sanctions.

(5) Contested case--A proceeding under this chapter in which the legal rights, duties, and privileges related to a party's educator certificate are to be determined by the State Board for Educator Certification and/or the State Office of Administrative Hearings commencing when a petition is properly served under this chapter.

(6) Disciplinary proceedings--Any matter arising under this chapter or Chapter 249 of this title (relating to Disciplinary Proceedings, Sanctions, and Contested Cases) that results in a final order or finding issued by the Texas Education Agency staff, the State Office of Administrative Hearings, or the State Board for Educator Certification relating to the legal rights, duties, privileges, and status of a party's educator certificate.

(7) Educator--A person who is required to hold a certificate issued under the Texas Education Code, Chapter 21, Subchapter B.

(8) Endanger--Exposure of a student or minor to unjustified risk of injury or to injury that jeopardizes the physical health or safety of the student or minor without regard to whether there has been an actual injury to the student or minor.

(9) Good moral character--The virtues of a person as evidenced by patterns of personal, academic, and occupational behaviors that, in the judgment of the State Board for Educator Certification, indicate honesty, accountability, trustworthiness, reliability, and integrity. Lack of good moral character may be evidenced by the commission of crimes relating directly to the duties and responsibilities of the education profession as described in §249.16(b) of this title (relating to Eligibility of Persons with Criminal History for a Certificate under Texas Occupations Code, Chapter 53, and Texas Education Code, Chapter 21), or by the commission of acts involving moral turpitude, but conduct that evidences a lack of good moral character is not necessarily limited to such crimes or acts.

(10) Intentionally--An educator acts intentionally, or with intent, with respect to the nature of his or her conduct or to a result of his or her conduct when it is his or her conscious objective or desire to engage in the conduct or cause the result.

(11) Knowingly--An educator acts knowingly, or with knowledge, with respect to the nature of his or her conduct or to circumstances surrounding his or her conduct when he or she is aware of the nature of the conduct or that the circumstances exist. A person acts knowingly, or with knowledge, with respect to a result of his or her conduct when he or she is aware that the conduct is reasonably certain to cause the result.

(12) Minor--A person under 18 years of age.

(13) Moral turpitude--Improper conduct, including, but not limited to, the following: dishonesty; fraud; deceit; theft; misrepresentation; deliberate violence; base, vile, or depraved acts that are intended to arouse or to gratify the sexual desire of the actor; drug or alcohol related offenses as described in §249.16(b) of this title (relating to Eligibility of Persons with Criminal History for a Certificate under Texas Occupations Code, Chapter 53, and Texas Education Code, Chapter 21); or acts constituting abuse or neglect under the Texas Family Code, §261.001.

(14) Neglect--The placing or leaving of a student or minor in a situation where the student or minor would be exposed to a substantial risk of physical or mental harm.

(15) Recklessly--An educator acts recklessly, or is reckless, with respect to circumstances surrounding his or her conduct or the results of his or her conduct when he or she is aware of but consciously disregards a substantial and unjustifiable risk that the circumstances exist or that the result will occur.

(16) Sanction--A disciplinary action by the State Board for Educator Certification, including a restriction, reprimand, suspension, revocation of a certificate, or a surrender in lieu of disciplinary action.

(17) Sexual harassment--Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature.

(18) State Board for Educator Certification--The State Board for Educator Certification acting through its voting members in a decision-making capacity.

(19) State Board for Educator Certification member(s)--One or more of the members of the State Board for Educator Certification, appointed and qualified under the Texas Education Code, §21.033.

(20) Student--A person enrolled in a primary or secondary school, whether public, private, or charter, regardless of the person's age, or a person 18 years of age or younger who is eligible to be enrolled in a primary or secondary school, whether public, private, or charter.

(21) Texas Education Agency staff--Staff of the Texas Education Agency assigned by the commissioner of education to perform the State Board for Educator Certification's administrative functions and services.

(22) Under the influence of alcohol--A blood alcohol content of .04% or greater and/or lacking the normal use of mental or physical faculties by reason of the introduction of alcohol.

(23) Worthy to instruct or to supervise the youth of this state--Presence of those moral, mental, and psychological qualities that are required to enable an educator to render the service essential to the accomplishment of the goals and mission of the State Board for Educator Certification policy and this chapter.

Source Note: 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; amended to be effective December 27, 2016, 41 TexReg 10329; amended to be effective October 21, 2018, 43 TexReg 6839

Code of Ethics and Standard Practices for Texas Educators §247.2

Enforceable Standards.

(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 intentionally, knowingly, or recklessly 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 that are used 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, knowingly, or recklessly 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, abuse, or distribution of controlled substances, prescription drugs, and toxic inhalants.

(M) Standard 1.13. The educator shall not be under the influence of alcohol or 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.

(H) Standard 2.8. The educator shall not intentionally or knowingly subject a colleague to sexual harassment.

(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.

Source Note: 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 11242; amended to be effective December 27, 2016, 41 TexReg 10329; amended to be effective October 21, 2018, 43 TexReg 6839

State Board for Educator Certification
Texas Educators' Code of Ethics
Texas Administrative Code §247.2



Statement of Affirmation

I, _____, affirm that I will comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom, as set forth by Texas Administrative Code §247.2. As a Texas educator, in maintaining the dignity of the profession, I shall respect and obey the law, demonstrate personal integrity, and exemplify honesty. In exemplifying ethical relations with colleagues, I shall extend just and equitable treatment to all members of the profession. In accepting a position of public trust, I shall measure success by the progress of each student toward realization of his or her potential as an effective citizen. In fulfilling responsibilities in the community, I shall cooperate with parents and others to improve the public schools of the community.

I hereby affirm that I have read and thoroughly understand the Texas Educators' Code of Ethics TAC §247.2, and shall abide by all enforceable standards of this rule.

Signature of Candidate

Date



Sul Ross State University

A Member of the Texas State University System

FERPA Consent to Release Educational Records and Information

This release represents your written consent to permit Sul Ross State 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, _____, am a candidate at Sul Ross State 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

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

SRSU Certification Program Exit Policy

Important Information for All Admitted Candidates for TEA Certification

Exit/Dismissal Policy from the SRSU EPP [TAC §228.31 (b)]

It is never anticipated that a student will be asked to leave the Educator Preparation Program. However, under certain circumstances it may be necessary for a candidate to be dismissed from the program. Based on the Texas Administrative Code Rule §249.5, the following purposes provides the framework for considering a dismissal from the program.

- To protect the safety and welfare of Texas schoolchildren and school personnel;
- To ensure educators and applicants are morally fit and worthy to instruct or to supervise the youth of the state;
- To regulate and to enforce the standards of conduct of educators and applicants;
- To enforce an educators' code of ethics;
- If a candidate has been inactive and not taking coursework and/or testing requirements for more than two years.

Acts that would cause an individual to be dismissed from Education Preparation Program of Sul Ross State University-Alpine include, but are not limited to the following:

- Any violations of the Texas Educator Code of Ethics
- Felony criminal offenses
- Solicitation or engagement in sexual or romantic relationship with a student or minor.
- Sexual or physical abuse of a student or minor.
- Engaging in any type of illegal behavior with a student or minor
- Possession, transference, sale or distribution of a controlled substance
- Inability to place a candidate in a field-based setting due to actions with a school district.
- Removal from a clinical teaching/internship/practicum/residency placement.
- Not taking coursework and/or testing requirements in the admitted certification program for more than two years.

Dismissal Process for Candidate Inactivity

- Candidate has not enrolled in academic coursework towards their certification program for more than two academic years.
- Candidate will be notified by written and/or electronic letter of their inactive status.

- If candidate does not respond to notification with indicator of upcoming enrollment, the candidate will be removed from the Educator Certification Online System.
- With removal from ECOS the inactive candidate will no longer have testing approval or be considered a candidate in the SRSU EPP.
- A candidate who has been removed from ECOS and is considered inactive by the EPP must reapply for admission to the respective certification program to return to active status.

Dismissal Process for Conduct Violations

- Actions that violate the Texas Code of Ethics, or the SRSU EPP code of conduct and regulations will be forwarded to the Director of Education and Chair of Education.
- Violations will be documented in writing.
- The Director of Education and Chair of Education will meet with the faculty of the SRSU EPP certification program to discuss the violation.
- After meeting with the certification program faculty, the Director of Education and Chair of Education will meet with the Dean of Education to present the issue at hand.
- The candidate in question may be asked to present information.
- The Dean, Director, Chair can recommend:
 1. Permanent Dismissal from the Program
 2. Suspension from the Program for a determined period of time.
 3. Other sanctions as deemed appropriate

It is never anticipated that a student will be asked to leave the EPP. There are several levels of support provided to candidates in order to assist them through the process of teacher certification or graduate level certification. Please seek assistance from these resources when necessary. It is much easier to deal proactively with a potential situation than to handle it reactively.

If necessary, a candidate may be placed on a growth plan, targeting areas of deficiencies and support to address and remediate these deficiencies. A committee will meet comprised of members familiar with the candidate's situation and construct a plan including goals and a specific timeline. Failure to meet the goals in the growth plan will result in dismissal from the EPP.

Should a candidate find it necessary to withdraw from the EPP, written notification is required. It is also important to speak with the program advisor in order for the candidate to be aware of potential implications of leaving the program.