

**2616 W. Freddy Gonzalez, Edinburg, TX 78539 Phone #: 383-0911**

**What to bring to enroll into TeacherBuilder.com**

* College Transcripts, to include all courses taken at any institute of Higher Ed.
* If out of Country, submit TOEFL IBT scores and evaluate transcripts.
* Have an idea to discuss the desired area of certification.
* $265.00 to pay for application and 1st month of enrollment fee, plus be able to schedule $200.00 payment for second month.
* Review and discuss Financial Aid option. ([www.hhloans.com](http://www.hhloans.com)) go to this website, select TeacherBuilder from the pull down menu and complete application.

**Pre-Internship Phase**

* Upon initial payment, and transcript review, you will receive test preparation material in the desired area of certification.
* We must receive official transcripts mailed directly to TeacherBuilder.com or e-transcripts submitted to us prior to us opening an exam as per TEA rule.
* Take and pass required content exam for the area of certification you are seeking. (In some instances, there may not be a required content exam in some areas of Trade)
* Complete 30 hours of observation in an approved classroom.
* Begin/complete 150 clock hours of online coursework.
* This is a 2-month process that carries a cost of $465.00, broken up into 2 payments. First month is $265.00 and second month $200.00 will be withdrawn from the account you provided us at the time of enrollment.
* If you are required additional months to complete the pre-internship you may do so at a cost of $200.00 per month.

\*\*Please note that up to $1,065.00 will be credited to you once you begin internship.

**Internship Phase**

* The internship phase will consist of a full academic year of teaching. (9 months)
* The cost of the internship is $6,065.00 minus any amount of will be divided into 11 equal monthly payments. Unless applied and approved for financial aid.
* During internship you must complete the remaining coursework (additional 150 hours). Upon successful completion of your coursework you will be eligible to attempt the PPR (Pedagogy and Professional Responsibilities) Exam that is a state requirement for certification.

\*request for PPR courses/benchmark/PPR exam before internship will be a $400 fee.

* You will be assigned and visited by a TeacherBuilder supervisor to evaluate and assist you in your teaching during the 9-month internship.

\*\*Please note that during internship you are earning full teacher pay and serving as the teacher of record for the class.

**Post Internship**

Upon completion of your 9-month internship you will be recommended for a standard certification by TeacherBuilder.com, if the following are completed:

* Your supervisor and campus administrator determine you were successful in your teaching duties.
* You have successfully passed all of your content exams required for certification.
* You have completed all your payments to the program.
* File review conducted by certification officer.
* 3 or 5 TeacherBuilder supervisor observations (depending on certificate type)
* 3 mentor observations
* 50 hours of District Staff Development
* Transcript of 300 hours Coursework
* Intern applies for a Standard Certificate

**Additional Fees**

\*\* Please note that all additional fees are not paid to TeacherBuilder.com and this list may not be all inclusive.

* $35.00 TEA Technology Fee
* $20.00 Practice Exams
* $116.00 TEXES Exam (this fee will be per attempt)
* $106.00 TX PACT exam (this fee will be per attempt)
* $56.00 TX PACT subsection exam (this fee will be per attempt)

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Print Name

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Signature

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Date