

# **SUL ROSS STATE UNIVERSITY**



## **EDUCATIONAL DIAGNOSTICIAN PROGRAM HANDBOOK**

**2018-2019**

Sul Ross State University  
*A Member of the Texas State University System*

Welcome to the Sul Ross State University Educational Diagnostician Program. This handbook will serve as a guide for you throughout your program. Information contained in this handbook does not replace information from your advisor. When in doubt, please contact your advisor with questions or concerns you may have along the way. I am always happy to visit with you anytime.

Best of luck to you in this endeavor,

*Barbara Tucker, Ph.D.*

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Acknowledgment and Agreement

This is to acknowledge that I have received, read and understood the Sul Ross State University Diagnostician Program Handbook. I understand that it is my responsibility to abide by standards, guidelines, and policies set forth in the Diagnostician Program Handbook.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# PROGRAM OVERVIEW

## Program Options

There are two options for students seeking certification as an educational diagnostician. Students without a **Master's degree** will work towards obtaining a Master's of Education with a specialization in Education Diagnostician. Those students already holding a Master's degree may be eligible for the **Certification Only** option. See below for a brief description of the requirements for each option.

### **M.Ed. with Specialization in Educational Diagnostician**

This is a 30-hour graduate program resulting in a Master's of Education with Education Diagnostician certification. Prospective students will follow the admission procedures outlined in the subsequent section of this manual. Students will be responsible for completing all required coursework, including a 160 clock-hour practicum in a **TEA accredited school**, comprehensive portfolio examination, university required practice examination, and state-mandated certification examination.

**-OR-**

### **Certification Only/Non-Degree Seeking**

This option is for students already holding a master's degree in education or related field from an accredited university. All coursework leading to certification must be taken at Sul Ross State University and transfer credit will not be awarded for courses taken at another university. The typical Certification Only student can expect to complete a minimum of 21 hours towards certification. The student must apply to the university and meet the admission criteria. Upon acceptance, a transcript review will be performed by the major advisor to determine proficiency. Additional coursework may be required if an acceptable level of proficiency is not demonstrated by previous coursework and experience.

# ADMISSION

For admission to the SRSU M. Ed. with Educational Diagnostician certification program:

- hold a baccalaureate degree from an accredited institution of higher education;
- have at least a 3.0 overall GPA or in last 60 hours

For admission to the SRSU Educational Diagnostician certification only program:

- hold a Master's degree from an approved institution;
- have at least a 3.0 overall GPA or in last 60 hours

*\*Additional requirements for certification are listed in the Testing & Certification section*

## Application Process

Applicants should visit the Graduate Students webpage on the Sul Ross website at <http://www.sulross.edu/page/237/graduate-students>. Here you can access the Apply Texas online application and submit your application. If you have any question regarding applying to Sul Ross please contact the Graduate Admissions Office at (432) 837-8052 or e-mail [admissions@sulross.edu](mailto:admissions@sulross.edu)

Once you are accepted into the Graduate Program at Sul Ross, you will receive an email outlining your specific program and any additional requirements you will need to complete. Any paperwork you receive requesting further information and/or signatures must be returned promptly to the specified department. Once a degree plan has been developed, you will receive an email with a copy of the degree plan, as well as a Statement of Affirmation regarding the Educator Code of Ethics and a FERPA consent form. Both of these, **along with a copy of your teacher service record**, must be returned to the department as soon as possible. Refer to the Graduate Students website or the university catalog for specific admission criteria.

# PROGRAM REQUIREMENTS

## Advisor/Student Interaction

Prospective students can contact the Program Coordinator to request specific information when applying for the program. For specific information concerning your application status you need to contact Graduate Admissions (432-837-8052). Upon acceptance, students should maintain frequent contact with the Program Coordinator. Consulting the Program Coordinator will help ensure your success in the program.

## Course Requirements

The Educational Diagnostician graduate program strives to meet the needs of students who maintain full-time employment and fulfill other duties outside the classroom. Many students have found the combination of web-delivered, web-enhanced, and face-to-face interactions to be the answer to juggling their careers and continuing their education. Sul Ross utilizes the course management system, Blackboard, to deliver high quality instruction online.

The following courses are required for a **Master's Degree** in Education/Educational Diagnostician:

+ ED 5306 Assessment of Individual Intelligence	web-enhanced*
#ED 5307 Graduate Research	web-delivered
ED 5312 Advanced Survey, Exceptional Children	web-delivered
ED 5320 Advanced Methodology for Exceptional Children	web-delivered
ED 5321 Foundations of Special Education Law	web-delivered
ED 5322 Behavior Management <b>OR</b>	web-delivered
ED 5325 Advanced Educational Remediation	web-delivered
+ED 5323 Appraisal of Educational Disabilities	web-delivered
ED 6314 Diagnosis & Correction of Reading Disabilities	web-delivered
ED 6308 Advanced Human Growth and Development	web-delivered
+ ED 7318 Practicum in Special Education (see below description of field-based experience)	arranged

# Required for degree; must be taken at Sul Ross within first 12 hours

+ Must be taken at Sul Ross State University - Alpine campus

The following courses are required for **Certification Only** in Educational Diagnostician:

+ ED 5306 Assessment of Individual Intelligence	web-enhanced*
ED 5312 Advanced Survey, Exceptional Children	web-delivered
ED 5320 Advanced Methodology for Exceptional Children	web-delivered
ED 5321 Foundations of Special Education Law	web-delivered
ED 5322 Behavior Management <b>OR</b>	web-delivered
ED 5325 Advanced Educational Remediation	web-delivered
+ED 5323 Appraisal of Educational Disabilities	web-delivered
+ ED 7318 Practicum in Special Education (see below description of field-based experience)	arranged

+ Must be taken at Sul Ross State University - Alpine campus

\* ED 5306 is designated as web-enhanced which means students report to the SRSU-Alpine campus the first and last weekends of the semester enrolled. Class is held on Saturday from 9am-5pm CST and Sunday from 8am-12pm CST.

## Grade Requirements

You can only receive one “C” during the duration of your program (either M.Ed. or Certification Only) without having to repeat the course. In addition, you must still meet the requirement of maintaining an overall GPA of 3.0. Courses receiving a grade lower than a “C” will be repeated.

## Degree Plans/Certification Plans

Degree Works is the official software used by the university to track degree/program requirements. Degree plans and certification plans are maintained in Degree Works. Students will be given information on accessing Degree Works. Students and the advisor are able to keep track of classes completed and classes needed to fulfill degree/program requirements. You’re responsible for maintaining frequent contact with your program advisor.

## Probationary Certificates

Probationary certificates are issued to students who have secured employment with a school district in Texas as an educational diagnostician. The probationary is recommended at the discretion of the SRSU Department of Education. In addition to the paperwork required for admission, students requesting a probationary certificate must complete the following paperwork and return it to the program advisor before consideration:

- Complete educator service record
- Letter from site supervisor (sped director, principal, superintendent, etc) stating your qualifications to assume the available position
- Letter from you, the applicant, stating your qualifications for the intended Position
- Eligibility for Practicum statement from employer
- Successfully complete the Certify Teacher preparation program
- Successfully pass the TExES Diagnostician certification exam
- Have a cumulative GPA of 3.5
- Have no incidences of academic dishonesty
- Completed the following courses:
  - ED 5307 (M.Ed. Students)
  - ED 5312
  - ED 5320
  - ED 5321
  - ED 5322 or ED 5325
  - ED 5323

Consult with the program advisor for further direction on requesting a probationary certificate.

Non-enrollment for a period longer than a semester will result in having to re-apply to the university.

## **Practicum/Field-Based Experience**

The educational diagnostician student must complete 160 clock-hours of observation in a **TEA accredited school**. Students will register for ED 7318, Practicum in Special Education, after approval by the major advisor, during either the last Fall or Spring semester. The purpose of this structured experience is to place the practicum student in actual situations they will encounter in the profession. Students will be required to submit documentation detailing a site supervisor selection and the campus/district at which the practicum hours will be completed. It is the practicum student's responsibility to secure a mentor and a district with the guidance of the Sul Ross State University Educational Diagnostician Program Coordinator. Students must check with the district for any local procedures that must be followed.

The practicum student will maintain a detailed log of approved activities throughout the practicum and will be verified by the mentor educational diagnostician. Observation hours must be verified by a mentor teacher or campus principal/director and completed in an acceptable instructional/educational setting.

The practicum student can expect three evaluations (1<sup>st</sup> will be by web conferencing, 2<sup>nd</sup> will be on-site, and 3<sup>rd</sup> will be a summative web-conference) to assess progress and compliance throughout the practicum. The observations will be conducted by a certified educational diagnostician assigned as the site supervisor. Data will also be collected from the site supervisor at the midterm point and end of semester. It is the practicum student's responsibility to arrange the meeting arrangement between the mentor educational diagnostician and the practicum supervisor. Additional information regarding documentation of field-based experience will be provided in Blackboard upon enrollment in ED 7318.

*Background Checks* Many school districts require a criminal history check before granting access to the campus. It is the responsibility of the student to provide the hosting school district with the information required and pay any fees associated with the background checks.

## **Testing Courses**

There are two mandatory testing classes in the program, ED 5323-Appraisal of Educational Disabilities and ED 5306-Assessment of Individual Intelligence. These courses must be completed at Sul Ross State University and transfer credit for courses taken at a university other than Sul Ross State University will not be accepted. ED 5323 is only offered every

Spring semester and ED 5306 (web-enhanced which requires two weekend trips to the SRSU-Alpine campus) is only offered every Fall and Spring semester. Students are required to take in ED5323 prior to taking ED5306.

*Test Kits and Materials* The use of testing kits and testing materials is essential during the testing courses. The university has a limited number of kits that may be checked out by the student. If needed, a schedule will be developed to facilitate sharing kits among students. If any student fails to follow the schedule it could result in the loss of course points or course failure. It is critical that the student understand the responsibility that comes with checking out each kit. Students will replace kits, at current expense, if they are lost, stolen, or damaged. Many students opt to borrow their district's testing materials. The use of a district's kits and materials is an agreement solely between the student and the district and Sul Ross State University assumes no responsibility in the agreement.

There may be a minimal fee associated with the use the consumable items associated with administering and interpreting assessments. Fees will be discussed at the time of checkout. All materials must be returned to Sul Ross State University before any grade will be given to the student.

### **Portfolio Presentation (M.Ed. Students Only)**

Students seeking a Master's degree will be required to complete a comprehensive, portfolio outlining their major accomplishments throughout their coursework. The presentation will be presented during the last semester of coursework. The goal of the presentation is to assess the graduate student's knowledge gained throughout the program and how well that information is applied to educational settings. Applications can be accessed through Blackboard for ED 7318, Practicum in Special Education, when you're enrolled in that class.

### **Graduation (M.Ed. Students Only)**

Students should be aware of the deadlines for graduation and submit the necessary forms and paperwork. Graduation applications can be accessed when taking ED 7318, Practicum in Special Education.

## **TESTING AND CERTIFICATION**

Upon approval, all students will be required to take and pass the state certification examination, referred to as TExES. Prior to completing the examination, the student must fulfill departmental testing requirements. Information is provided below regarding testing requirements for educational diagnostician students.

### **Certify Teacher Practice Exam**

All students in the program are required to purchase and complete the online departmental

practice examination to determine the level of preparedness prior to the TExES exam. Further information regarding the online exam can be found on the Certify Teacher website at [www.certifyteacher.com](http://www.certifyteacher.com). Students must log at least ten hours in Study Mode before switching to Exam Mode (Qualifying Exam). The major advisor will only accept the first **two attempts** and result should be emailed directly to the student's major advisor. Once an acceptable level of proficiency is demonstrated, approval will be granted to the student to register for the TExES exam. (There is a discount code for students enrolled in the program. When purchasing the software enter promo code: LOBOS4728.)

## Previous TExES 153 Educational Diagnostician Exam

Recently, ETS has released previous versions of the TExES educational diagnostician examinations for use in educator preparation programs. Sul Ross has purchased these exams and has made them available to students who wish to take a practice exam before the "real" TExES exam. Because there are strict restrictions and test security, students must schedule a time to take the exam at the SRSU-Alpine campus (periodically the Program Coordinator may schedule test dates at other sites). It is advisable to schedule an entire day to complete the exam and then analyze results.

## TExES Certification Exam (the "real" state exam)

Students in the educational diagnostician program are advised to take the TExES exam during the last semester of their coursework, while enrolled in the practicum. Before approval to test is given to any student, they must pass the Certify Teacher practice examination. Final test approval will rest with the major advisor. Test approvals will NOT be issued during the months of June, July, and August for first time test-takers in the last semester of program completion. Plan your testing accordingly and test early!

Registration information will be given to students enrolled in ED 7318, Practicum in Special Education. If the TExES 153 exam is not passed, a remediation plan will be developed prior to approval to retest. This may include additional coursework or individualized study sessions.

## Certification

To be eligible to receive the standard Educational Diagnostician Certificate, a candidate must:

- a. complete all SRSU educational diagnostician program requirements;
- b. hold a valid Texas teaching certificate
- c. hold an earned master's degree;
- d. complete a minimum of three years teaching in a TEA accredited school;

- e. pass the TExES 153 Educational Diagnostician Certification Examination
- f. pay a \$35 certification fee upon admittance to the program

Upon successful completion of all program requirements you will apply and be recommended for your certificate by Sul Ross State University. At this point, you may become a fully certified educational diagnostician.

## Certification Checklist

The checklist below outlines the procedure for applying for the State of Texas Educational Diagnostician Certificate.

1. **Certification (degree/certification plan) completed**
  - All courses and program requirements are complete
  - Practicum (160 clock hours) is complete
  - Transcripts/service record and all other paperwork provided to SRSU-Education Certification office
  - Certify Teacher/Representative practice test passed and scores sent to major advisor
2. **TExES certification exam successfully passed**
3. **Application on file with the Texas Education Agency (TEA)**
  - Go to the TEA website (<http://www.tea.state.tx.us>) and use your Educator logon.
  - On the MAIN MENU on the left side of the screen, choose APPLICATIONS, which has a drop-down selection list. Choose STANDARD CERTIFICATE TEXAS PROGRAM.
  - Follow instructions to APPLY.  
NOTE: After the affidavit, you must indicate the “recommending entity” Choose ***Sul Ross State University – Alpine – University Based.***  
The next line asks what you are applying for. Type in the name of the certificate you are seeking; i.e., Educational Diagnostician.
  - Pay the appropriate certification fee. If you have not previously applied for certification (i.e., educational aide or probationary), you will be required to complete the fingerprint process.
  - If you have problems or questions about the online application, you may call TEA at 1-888-863-5880.

# STUDENT RESPONSIBILITIES

## **Confidentiality**

Confidentiality is of utmost importance for the students enrolled in the Educational Diagnostician program at Sul Ross State University. We take the issue of confidentiality of student and families very seriously; therefore, violations of confidentiality could result in dismissal of the program without refund of tuition and fees. Responsibility in maintaining confidentiality extend to discussions posted in Blackboard, There will be no mention of specific names of students, school districts, or families. All information discussed will be strictly among students in the course and the instructor and will be on a strict need-to-know basis. Reports generated in the testing courses will not be disseminated under to any person other than the course instructor.

## **Class Attendance**

Students are required to attend all classes, either online or face-to-face. Students will be dropped for excessive absences defined by the university absence policy. Students should also review the Online Absence Policy posted in each course syllabus.

## **Dress Code**

Practicum students should present themselves as professional educators. As a minimum, students will follow their school district's dress code policies for faculty and staff. Specific questions/concerns should be addressed to the Program Coordinator.



# Sul Ross State University

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Box C-115

Phone (432) 837-8170  
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COMPLAINTS	In this policy, the terms “complaint” and “grievance” shall have the same meaning.
GUIDING PRINCIPLES	SUL ROSS STATE UNIVERSITY encourages educator candidates to discuss their concerns and complaints through informal conferences with their program staff.
INFORMAL PROCESS	Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.
FORMAL PROCESS	If an informal conference regarding a complaint fails to reach the outcome requested by the candidate, he or she may initiate the formal process described below by timely filing a written complaint form.  Even after initiating the formal complaint process, a candidate is encouraged to seek informal resolution of his or her concerns. A candidate, whose concerns are resolved, may withdraw a formal complaint at any time.
GENERAL PROVISIONS FILING	Complaint forms and appeal notices may be filed by hand-delivery, email, fax, or U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Emails shall be timely filed if they are date and time marked on or before the deadline. Fax filings shall be timely filed if they are received on or before the deadline, as indicated by the date/time shown on the fax copy. Mail filings shall be timely filed if they are postmarked by U.S. Mail on the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.
RESPONSE	At Levels One and Two, “response” shall mean a written communication to the candidate from the appropriate EPP staff. Responses may be hand-delivered or sent by U.S. Mail or emailed to the candidate’s email or mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on the deadline and received by the candidate no more than three days after the response deadline.
DAYS	“Days” shall mean program business days. In calculating time lines under this policy, the day a document is filed is “day zero,” and all deadlines shall be determined by counting the following day as “day one.”
GENERAL PROVISIONS	Complaints arising out of an event or a series of related events shall be addressed in one complaint. Candidates shall not bring separate or serial complaints arising from any event or series of events that have been or could

have been addressed in a previous complaint.

When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the program may consolidate the complaints.

UNTIMELY  
FILINGS

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the candidate, at any point during the complaint process. The candidate may appeal the dismissal by seeking review in writing within ten business days, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

COSTS  
INCURRED

Each party shall pay its own costs incurred in the course of the complaint.

COMPLAINT  
FORM

Complaints under this policy shall be submitted in writing on a form provided by the program.

Copies of any documents that support the complaint should be attached to the complaint form. If the candidate does not have copies of these documents, he/she may be presented at the Level One conference. After the Level One conference, no new documents may be submitted unless the candidate did not know the documents existed before the Level One conference.

A complaint form that is incomplete in any material aspect may be dismissed, but it may be refiled with all the requested information if the refiling is within the designated time for filing a complaint.

AUDIO  
RECORDING

As provided by law, a candidate shall be permitted to make an audio recording of a conference under this policy at which the substance of the candidate's complaint is discussed. The candidate shall notify all attendees present that an audio recording is taking place.

LEVEL ONE

Complaint forms must be filed:

1. Within 15 days of the date the candidate first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the direct supervisor.

The direct supervisor shall hold a conference with the candidate within ten days after receipt of the written complaint.

The direct supervisor shall have ten days following the conference to provide the candidate a written response.

LEVEL TWO

If the candidate did not receive the relief requested at Level One or if the time for a response has expired, the candidate may appeal the decision to the program's legal authority.

The appeal notice must be filed in writing, on a form provided by the program, within ten days after receipt of a response or, if no response was received, within ten days of the response deadline at Level One.

The program's legal authority or designee shall inform the candidate of the date, time, and place of the meeting at which the complaint will be discussed.

The direct supervisor shall provide the program's legal authority with copies of the complaint form, the response at Level One, the appeal notice, and all written documentation previously submitted by candidate. The program's legal authority shall consider only those issues and documents presented at the preceding level and identified in the appeal notice.

The program's legal authority must provide written notice of the decision to the candidate. The EPP must retain information concerning the complaint for a minimum of three years.

After the candidate has exhausted all attempts at the program level to resolve a complaint that occurred within the past two years and has not received the relief sought, information on how to file a complaint with TEA can be secured from the EPP by information posted at their physical facility, on their website or, upon request, directions in writing.

The official TEA complaint process can be found at [www.tea.texas.gov](http://www.tea.texas.gov) in the banner located at the bottom of the page and then select "Educator Preparation Programs".

The complaint process allows for an applicant or a candidate in an educator preparation program to seek redress in areas where they feel that the program did not fulfill requirements for certification or for actions that the candidate feels are wrong. Educator preparation programs may also file a complaint about the actions of other programs when it involves a candidate transferring into a program.

Not all complaints fall under the authority of TEA. TEA has jurisdiction to investigate allegations of noncompliance regarding specific laws and rules, generally related to state and federal requirements. Complaints may address educator preparation program requirements listed in Texas Administrative Code (TAC) in Chapters 227, 228, 229, ethics (TAC 247), fingerprinting (TAC §§227,232) and certification (TAC §§230, 231, 232, 239, 241, 242)

All complaints filed with the TEA must be in writing. We do not accept complaints by phone or complaints that are submitted anonymously. A person or entity may file a written complaint with TEA by filling out the [complaint form](#) online or by mailing or faxing a hard copy to the address on the form. You may fax your submission to (512) 463-9008 or email it to [generalinquiry@tea.texas.gov](mailto:generalinquiry@tea.texas.gov).

To adequately review and address a complaint, TEA needs specific details. We must be able to identify a clear violation of TAC and determine whether the agency has authority to act upon the allegation.

### LEVEL THREE

Complaints submissions should include the following:

The reasons you believe the issues raised in your complaint are valid. You should also indicate how you believe that TEA can assist you with this matter.

Remember that TEA cannot assist you in understanding your contractual arrangement with the educator preparation program, arranging for a refund, obtaining a higher grade or credit for training, or seeking reinstatement to an educator preparation program.

- Documentation to support your claim when possible. For example, if you refer in your complaint to an educator preparation program policy, include a copy of the policy with your complaint. Helpful documentation might include letters or e-mails exchanged between the parties.

Texas Education Agency staff will send confirmation of a complaint within 30 days of receiving the submission. Remember, information the public sends to TEA by email may not be secure. Do not email sensitive information to TEA. The agency will remove confidential or sensitive information when replying by email. TEA will maintain confidentiality of information to the extent the law allows.

**TEXAS ADMINISTRATIVE CODE §228. 70**

# EDUCATOR'S CODE OF ETHICS

## Texas Administrative Code §247.2

<u><b>TITLE 19</b></u>	EDUCATION
<u><b>PART 7</b></u>	STATE BOARD FOR EDUCATOR CERTIFICATION
<u><b>CHAPTER 247</b></u>	EDUCATORS' CODE OF ETHICS
<b>RULE §247.2</b>	<b>Code of Ethics and Standard Practices for Texas Educators</b>

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(a) Statement of Purpose. 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. 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.

(b) Enforceable Standards.

(1) Professional Ethical Conduct, Practices and Performance.

(A) Standard 1.1. The educator shall not knowingly engage in deceptive practices regarding official policies of the school district or educational institution.

(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, 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 applicable 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.

(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, sex, disability, or family status.

(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 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 knowingly treat a student in a manner that adversely affects the student's learning, physical health, mental health, or safety.

(C) Standard 3.3. The educator shall not deliberately or knowingly 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, sex, disability, national origin, religion, or family status.

(E) Standard 3.5. The educator shall not engage in physical mistreatment of a student.

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

(G) Standard 3.7. The educator shall not furnish alcohol or illegal/unauthorized drugs to any student or knowingly allow any student to consume alcohol or illegal/unauthorized drugs in the presence of the educator.

## Statement of Affirmation



1701 North Congress Ave. • Austin, Texas 78701-1494 • 512 463-9734 • 512 463-9838 FAX • [www.tea.state.tx.us](http://www.tea.state.tx.us)

### 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 the 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.

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Educator Candidate's signature

Date