

INITIAL PROGRAM SCREENING

- Evaluation of work experience for suggested certification areas.
- Evaluation of education (Bachelor's degree, Associate's degree, high school degree, GED, transcript).
- Meet with ACTR[◆]GV representative for Interview and transcript review.
- Submit application, resume, Statement of Qualifications (SOQ required for TIE), work-related licensure or certification, and verification of education to ACTR[◆]GV.
- Take and pass a Critical Thinking Exam with a minimum score of 45.
- TOEFL-IBT (Test of English as a Foreign Language – Internet Based Test code B241) minimum speaking score of 24, listening score of 22, reading score of 22, and writing score of 21. Approved score as of October 22, 2017
- Candidates seeking certification for Trade and Industry will require test approval from ACTR[◆]GV.
- All candidates must submit the signed receipt for the Candidate Policy Handbook and FERPA Agreement.

ONCE YOU HAVE BEEN ADMITTED INTO THE PROGRAM, BEGIN THE FOLLOWING:

FIELD-EXPERIENCE HOURS – Must be completed prior to teaching

- Complete 30 clock-hours of field-experience (observations in an accredited K-12 Texas school).
- Of the 30 hours, 15 must be interactive with students under a certified teacher's supervision.
- Observations will be recorded on the ACTR[◆]GV observation form and submitted to the ACTR[◆]GV office. This form is available on the ACTR[◆]GV website.
- Initial contact with the district must be made through the human resources office. School districts will require a TB test and a background check prior to entry into a classroom.

COMPLETE THE SPRING, SUMMER, OR FALL TRAINING – 150 hours must be completed prior to teaching

- To reserve a spot in a training session, a down payment must be received at least one week prior to the start of the session.
- Training schedule will be provided
- All sessions must be completed.

PREPARE TO TAKE THE PPR #370

- Make an appointment and take the representative form of the PPR practice test 370.
- Attend a scheduled six-hour review for the PPR #370.

BEGIN CONTINUING PROFESSIONAL EDUCATION (CPE) HOURS

- The Texas Education Agency requires candidates to complete 300 hours of continuing professional education (CPE) during their internship. Information about opportunities to meet this requirement will be posted on the website (www.actrgv.com).

BEGIN A ONE-YEAR INTERNSHIP AS A CERTIFIED TEACHER-OF-RECORD

Note: To be recommended for a state-issued Probationary/Intern Certificate, candidates

- **Must submit an official transcript, in a sealed envelope, with a “degree conferred” notation** (if degree is required),
- **Must submit proof of 30 Field-Experience Hours,**
- **Must have completed all Institute (Training) hours,**
- **Must have passed the TExES PPR 370,**
- **Must submit work related licensure/certificate and**
- **Must have verification of appropriate employment by the hiring district (Statement of Eligibility Form).**

NOTE: A one-year Intern/Probationary Certificate is available only if the content/content-related exam(s) is/are passed

Program Fees Disclosure (non-refundable, no hidden costs):

Application Fee + TEA Technology Fee	\$150
Institute (Training) Fee	\$750
Internship Fee	** \$4700

Fees Paid to the State (TEA and ETS)

TExES Exams (PPR 370)	\$136 per test
Probationary/Intern Certificate (after 8/31/17)	\$78
Standard Certificate	\$78
National Criminal Background Check	\$39 + \$10

** Includes on-site support through Field Supervisors, Mentors, PPR test preparation and tutorials, Internship materials, professional development sessions, and additional program support

Career and Technology TExES Exams

Trade and Industrial Education (TIE)

The following certification areas require an SOQ from the candidate. The PPR # 370 must be passed before being eligible for a Probationary Certificate to teach.

Advertising Design	Information & Communication Tech for Petrochemical
Air Conditioning and Refrigeration	Industrial Electronics
Aircraft Technology	Industrial Equipment Repair
Animal production	Instrumentation
Audio, Video Technology	Law
Auto Collision Repair & Refinishing Technology	Law Enforcement/Criminal Justice
Auto Specialization	Leather Trades
Automotive Technician	Machine Shop
Barbering	Major Appliance Repair
Bricklaying/Stone Masonry	Marine Engine
Building Trades	Marine Related Occupations
Business Machine Repair	Marketing, Sales, and Service
Cabinetmaking	Meat Cutting
Cement Laying and Finishing	Meat Processing
Cleaning and Pressing	Media Technology
Commerical Photography	Metal Trades
Computer Maintenance Technician	Needle Trades
Computer Programming	Painting/Decorating
Construction Carpentry	Petro-Chemical Lab Technician
Cosmetology	Piping Trades/Plumbing
Culinary Arts	Plant Maintenance
Diesel Mechanics	Plant Processing
Drafting	Plastics
Electrical Trades	Public Safety
Electronics	Quality Control
Engineering and Technology	Security Service Cooperative
Floriculture	Security Systems
Forensic Science	Security Systems Pre-Employment
Forestry	Sheet Metal
Fundamentals of Fire Protection	Small Engine Repair
Government and Public Administration	Stationary Energy Source
Graphic Arts	Trade & Industrial Career Preparation
Graphic Design and Illustration	Truck Driving
Health Professional	Upholster/Furniture Repair
Hydraulics & Pneumataics	Welding
Information & Comm Tech for Law Enforcement	

CANDIDATES WILL BE LIMITED TO 5 ATTEMPTS TO TAKE A PPR 370 EXAM

NEW TESTING UPDATE

September 1, 2021

370 Trade and Industrial Education PPR Exam