

Eligibility

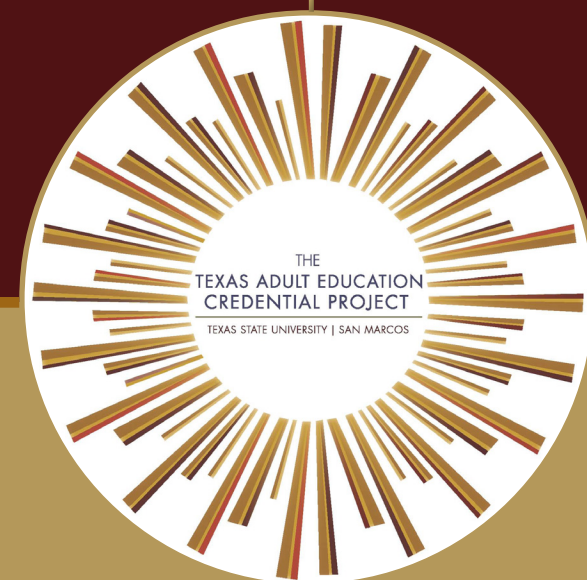
The Texas Adult Education Administrator Credential is an optional credential & is available to those who serve in administrative roles in Texas adult education programs. Administrators are those individuals who hold the positions of director, administrator or instructional coordinator & are participating in the TEAMS reporting system.



The rising STAR of Texas

The Credential Project is a project of The Education Institute, which is housed within the College of Education at Texas State University

THE TEXAS ADMINISTRATOR CREDENTIAL



THE TEXAS ADULT EDUCATION CREDENTIAL PROJECT

THE EDUCATION INSTITUTE : COLLEGE OF EDUCATION
TEXAS STATE UNIVERSITY

Getting Started

Step 1. Submit a Letter of Intent

<http://www.tei.education.txstate.edu/credential/AdminRegistration/AdminLetterofIntent.html>

Step 2. Submit a Letter of Support from your Program Administrator

Step 3. Complete & submit a application to gain access to TEAL/CredITS

<https://pryor.tea.state.tx.us/TSP/TEASecurePortal/Access/LogonServlet>

Step 4. Request to be enrolled in the online Introductory workshop.

<http://www.tei.education.txstate.edu/credential/AdminRegistration/OnIiceACIWrequest.html>

Step 5. Complete the online Administrator Credential Introductory Workshop (ACIW)

Contact Information

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Why Earn Your Credential?

Work goes on day-by-day, and the urgent and pressing needs of today's problems can be totaling absorbing. Isn't it enough to just deal with the problems right in front of us, and take each day one at a time? Probably not. In fact, as you face these daily distractions they can cause your program to be reactive, and spend a lot of time fire-fighting rather than proactively meeting the needs of your students and program.

- ◆ **As a new administrator;** getting the information you need to do your job is sometimes hard. And finding the right person to ask those pertinent questions you need answered is even harder.
- ◆ **As an experienced administrator;** earning your credential will help you obtain a new fresh perspective on your program through intensive examination and evaluation of your program.

How Will I Earn the Credential?

By researching and creating a series of products that are related to the real world information that you use in your job everyday. These products are a tool that you will use to focus on what is really going on in your program. You will look closely at your program, community, resources, and funding. The products provide a clear framework for you to understand what you do, how you do it, and why you do it. As you assemble the information for each product you will gain a deeper understanding of that particular area and its impact on your program

The products will not simply be papers that you write and then file away...

They will be living documents that you will have at your fingertips and be able to use everyday on your job. From filling out grant applications to federal reporting, the information in the products will be a valuable tool for use in your everyday responsibilities.

Six Products

- Product 1.** Professional Vita/Resume
- Product 2.** Evidence of Bachelor's Degree or Higher
- Product 3.** Evidence of service to the profession
- Product 4.** Evidence of knowledge & skills related to the Principles of Adult Education
- Product 5.** Evidence of content knowledge
- Product 6.** The Annual Program Plan

Learn more about the Administrator Credential!
Go to: "Credential Project Home Page"
<http://www.tei.education.txstate.edu/credential/>
Click on "Administrator Registration"

View the **online multimedia overview**
of the **Administrator Credential.**