



Application Requirements for Early Childhood Education College Faculty

A policy change at The Texas Early Childhood Professional Development System is now allowing a revised application process for faculty members at Universities and Colleges; that are providing Early Childhood Education (ECE) and related coursework.

The new process requires the following:

- Submission of an online application at www.tecpds.org
- Applicant must complete the Texas Trainer Orientation [Trainer Orientation](#)
- Obtain a letter from the department chair, outlining the qualifications and degrees of the faculty member. It is accepted that all necessary documentation of Trainer requirements will be maintained in the Human Resource Office at each College or University. The letter will verify that the faculty member teaches ECE or related coursework, and that as a faculty member they are experts in the field and receive continuing education training as a part of their job.
- Upload the letter in the sections asking for transcripts, adult learning, and letters of reference.
- Submit a resume where requested.
- Submit a proposal for each core competency you wish to train on. A proposal may contain multiple core competencies.
 - [Texas Core Competencies](#) English
 - [Texas Core Competencies](#) Spanish
- Pay \$60 fee and receive a trainer ID number.
- Renewals are every 3 years, and you will update with a revised letter from the department chair. The cost is \$45.

If you have any questions please contact Dr. Tracy Anne Jones at Tracy.A.Jones@uth.tmc.edu