

WTAMU Certification Office/Alternative Certification Programs

Registration Instructions for Testing

State Board for Educator Certification (SBEC)/ Educational Testing Service (ETS)

New Test Takers: WTAMU is your Educator Preparation Program (EPP). After you submit your ‘*Request for Test Authorization Form*’, WTAMU will upload your information into the Texas Education Agency (TEA) State Board for Educator Certification (SBEC) system. You should receive an email saying your name has been uploaded into the TEA SBEC Online System with instructions to register with SBEC and Educational Testing Service (ETS).

Step One: Go to the SBEC website, www.sbec.state.tx.us, and click on the “SBEC Online for Educators” button at the top of the page.

1. Click on “New user”
2. Enter personal information; under the “Application applying for” choose “Candidate participating in an Educator Preparation Program.”
3. At the “Educator Profile Setup” page, enter identifying information as well as your mailing address and email.
4. Next, create a username and password (write these down for future reference).
5. Follow the instructions to finalize completion of your account with SBEC.
6. When you are directed back to the SBEC Online home page, look under “Hot Topics” and login to your SBEC Online Account to retrieve your TEA ID Number; write this down for test registration purposes.

Step Two:

Go to the Educational Testing Service (ETS) website, www.texas.ets.org. (*It may take up to 24 hours for your information from the SBEC website to “sync” with the ETS website.*)

1. Select “Register” from the options across the top of the page, then click on “New User.”
2. Complete the TEA ID form. Enter your TEA ID number and required information for profile.
3. Create your account with ETS. (We suggest that you use the same username and password you created with SBEC.)
4. Once we upload test permission, login to your ETS account and register for the appropriate test.
5. Pay attention to registration dates so that you do not have to pay a penalty for late or emergency registration.

Existing Test Takers: If you have previously tested, you have created the account with SBEC and ETS. (Your “profile” must match on both websites before test registration is accessible, so please keep your information up-to-date with both SBEC and ETS.)

Step One: Go to the SBEC website, www.sbec.state.tx.us, and click on the “SBEC Online for Educators” button at the top of the page. Login to SBEC Online Account to retrieve your TEA ID Number; write this down for test registration purposes.

Step Two: Go to the Educational Testing Service (ETS) website, www.texas.ets.org. Log in to your ETS account and register for the appropriate test. If you are not approved for the test, please call our office. Pay attention to registration deadlines for paper-based exams so that you do not have to pay a penalty for late or emergency registration.