

Preliminary Criminal History Evaluation-FAQs

1. [What is a Preliminary Criminal History Evaluation?](#)
2. [Am I eligible to request a Preliminary Criminal History Evaluation?](#)
3. [How much does it cost?](#)
4. [How do I request a Preliminary Criminal History Evaluation?](#)
5. [Am I required to complete the fingerprinting process when I apply for certification?](#)

1. **What** is a Preliminary Criminal History Evaluation?

A Preliminary Criminal History Evaluation is a non-mandatory, non-binding evaluation of an individual's self-reported criminal history. In addition, the agency obtains your name-based Texas criminal history information. The service is provided to the requestor for a non-refundable fee. The requestor will receive an evaluation letter by email from agency staff advising of potential ineligibility for educator certification.

2. **Am I eligible** to request a Preliminary Criminal History Evaluation?

You are eligible to request a Preliminary Criminal History Evaluation if:

- You enrolled or planning to enroll in an educator preparation program or
- You are planning to take a certification exam for initial educator certification, and
- You have reason to believe that you may be ineligible for educator certification due to a conviction or deferred adjudication for a felony or misdemeanor offense.

You are not eligible for a preliminary evaluation of your criminal history if you do not have a conviction or deferred adjudication for a felony or misdemeanor offense.

3. **How** much does it cost?

You must submit a non-refundable fee of \$50 for a Preliminary Criminal History Evaluation and pay with a credit card.

4. **How do I request** a Preliminary Criminal History Evaluation?

1. [Provide payment through Texas Online](#). Complete a request for [Preliminary Criminal History Evaluation](#) of Educator Certification Candidates and follow the instructions provided.
2. Submit the application and all required documentation to the Texas Education Agency by certified mail or fax.

Once all required documentation and the fee are received, Texas Education Agency, Office of Educator Investigations evaluates your criminal history. TEA then sends you an evaluation letter by



email that provides you with the agency's opinion about your eligibility for educator certification based on the information you have provided.

5. Am I required to complete the fingerprinting process when I apply for certification?

You must complete the fingerprinting process when you apply for certification. Participation in the evaluation does not preclude you from submitting to a national criminal history review at the time you apply for your educator certification. Your criminal history will be reviewed and you may be subject to an investigation based on that criminal history, including any information you failed to submit for evaluation.

For more information go to

[http://tea.texas.gov/Texas Educators/Investigations/Preliminary Criminal History Evaluation-FAQs/](http://tea.texas.gov/Texas_Educators/Investigations/Preliminary_Criminal_History_Evaluation-FAQs/)