



How to Renew Your Certificate:

1. Go to the TEAL website <https://pryor.tea.state.tx.us/TSP/TEASecurePortal/Access/LogonServletClick> on State Board for Educator Certification, and choose Educator Certification.
2. Use your TEAL login and password. If you have never set up your TEAL account, follow the directions. Please note, you MUST use your name EXACTLY as it appears on your teaching certificate in order for your TEAL account to be set up.
3. Once logged into TEAL, you will see the word EDUCATOR in the middle of screen in blue underlined. Click on that.
4. You are redirected into the SBEC website. Confirm all contact information by scrolling to the bottom and hitting continue.
5. On the left side of the page click on **“Applications”**
6. Then Click on **“Renew a Standard Certificate”**
7. You will check a box attesting to having completed the required CPE hours. **** SBEC is not requiring that educators submit written evidence of completion of CPE,** but rather keep that information available in a personal file in the event that they are ever audited.

How much will it cost to renew a certificate?

	To renew all certificates for individuals with one or more professional certificates (to include paraprofessional certificates, if any)
On-time renewal of Standard certificate	\$20
Additional fee for late renewal of Standard certificate	\$10
Reactivation of inactive certificate	\$40
Reinstatement following restitution of child support or student loan repayment	\$50