

# School District Expedited Review Request for Out-of-State Applicants



1. An expedited request may only be submitted by a district for an educator with a pending contract that requires a valid Texas certificate for the position.
2. Expedited reviews cannot be processed before shortage areas and military applicants, which are required by statute to be given first priority.
3. Expedited review requests cannot be submitted by an educator.

## School District Information

District Name	Name and Position of Requestor
School District Email of Requestor	School District Phone Number of Requestor

***I have verified with TEA that an application has been submitted and that all documents are in the educator's account. Required documents include out-of-state certificates, official transcripts and any other required documents or fees necessary to complete a review of credentials.***

## Educator's Information - A new form must be submitted for more than 5 requests

Educator's name and TEA ID number
Educator's name and TEA ID number
Educator's name and TEA ID number
Educator's name and TEA ID number
Educator's name and TEA ID number
Educator's name and TEA ID number
Signature of Requestor

**This form must be submitted by authorized school district personnel and emailed to [OSC75@tea.texas.gov](mailto:OSC75@tea.texas.gov). Submissions must include "Expedited Review Request" in the subject line to be routed appropriately. Submissions will receive an automatic reply to confirm the email has been received. Expedited requests may take approximately 15 business days for processing during peak season.**