

The purpose of the Educational Aide Exemption (EAE) Program is to encourage Educational Aides to complete full teacher certification. If awarded, applicants are exempt from the payment of tuition and certain mandatory fees at Texas public institutions of higher education. Applications should be completed and turned into the Financial Aid Office ([Texas Administrative Code, 21.1080](#)).

## 1. What is the definition of the term Educational Aide for program eligibility?

An **Educational Aide** is a person who:

- Has been employed by a public school district in Texas in a teaching capacity, working in the classroom directly with the students on a full-time basis for at least one school year, in the last five years from the term or semester of the applicant's initial award; **OR**
- Has worked 180 or more full days as a substitute teacher at a public school district in Texas, in a teaching capacity, working in the classroom directly with the students, in the last five years from the term or semester of the applicant's initial award.

## 2. What subjects are eligible for this exemption?

In accordance with [19.TAC, Section 21.1083 \(6\)](#), applicants must be enrolled in courses required for teacher certification in one or more of the following subject areas determined by the Texas Education Agency to be experiencing a critical shortage of teachers at the public schools.

**TEA 2017-18 school year [Teacher Shortage Areas](#):**

- Bilingual/English as a Second Language
- Career and Technical Education
- Computer Science/Technology Applications
- Mathematics
- Science
- Special Education - Elementary and Secondary Levels

## 3. Who is eligible to apply?

In addition to having the required **Educational Aide** work experience, and being enrolled in eligible courses, the applicant must also be classified as a Texas resident, demonstrate financial need, be registered for selective service or be exempt and currently be employed in some capacity by a public school district in Texas for the full term in which the applicant is awarded.

## 4. Are there a certain number of hours in which the applicant must be enrolled?

No. The EAE award amount is based on the tuition and required fees for formula funded hours the applicant is enrolled in.

## 5. Do all applicants receive the exemption?

No. Educational Aide Exemptions are awarded based on a applicant's eligibility, the availability of funds and school participation in the EAE program.

## 6. Do Texas private or independent institutions of higher education participate?

No. The EAE program is only for eligible public community colleges and public universities in Texas.

## 7. Are school bus drivers eligible to participate?

Yes. Any applicant employed in some capacity by a school district in Texas can apply, including a school bus driver, as long as the applicant has the required **Educational Aide** work experience, and is enrolled in eligible courses.

## 8. If an applicant did not meet satisfactory academic progress requirements in the fall, is he or she eligible for a spring award?

No. Applicants must meet the academic progress standards of the institution in the fall to be eligible for the spring term.

## 9. Is a volunteer at a school district eligible to participate?

No. The applicant must be employed with a school or school district.

## 10. Are applicants enrolled in Alternative Certification Programs eligible to participate?

Yes, but only if the institution receives formula funding (tax support) for the hours in which the applicant is enrolled.

## 11. Is an applicant who is unemployed eligible to participate in the program?

No. The applicant must be employed by a Texas public school district for the full term in which the exemption is received.

**12. If an applicant obtains one school year of full-time Educational Aide experience outside of Texas, does the experience count toward the eligibility requirements?**

No. EAE program rules require that the applicant obtain their **Educational Aide** experience at a public school district in Texas.

**13. Who is exempt from student teaching?**

- Applicants who are awarded EAE before obtaining a bachelor's degree that meet the eligibility requirements will not be required to participate in any field experience or internship consisting of student teaching to receive a teaching certificate.
- Applicants who obtained a bachelor's degree prior to receiving their first EAE award is **not** eligible for a student teaching exemption.

**14. Can the application be used as employment verification for more than one term?**

No. An application and verification of employment must be completed for each term awarded.

**15. Can an applicant receive the exemption if he or she is enrolled in hours that are considered excessive as defined in [TEC, Section 54.014](#)?**

Yes. The institution can grant the student a hardship extension if the student has a documented hardship. Each institution must adopt a hardship policy and have the policy available for public review upon request. All hardship decisions must be documented in the student's record and be available for submission to the THECB, if requested.

Contact Information
<p><b>Texas Higher Education Coordinating Board</b> 1200 East Anderson Lane, Austin, TX 78752</p> <p><b>Phone:</b> (800) 242-3062 Contact us by completing an <a href="#">online inquiry form</a></p> <p>Select "Exemption/Waiver Programs" from the dropdown options.</p>

2017-18 EAE Participating Institutions
<p><b>Public Community Colleges</b> Alvin Community College Angelina College Austin Community College Cisco College Clarendon College Coastal Bend College Del Mar College Galveston College Grayson County College Houston Community College Howard College Kilgore College McLennan Community College Midland College North Central Texas College Paris Junior College South Plains College South Texas College Tarrant County College District Trinity Valley Community College Victoria College</p>
<p><b>Public State Colleges</b> Lamar State College-Port Arthur</p>
<p><b>Public Universities</b> Angelo State University Sam Houston State University Texas A&amp;M International University Texas A&amp;M University Texas A&amp;M-Central Texas Texas A&amp;M University-Corpus Christi Texas A&amp;M University-San Antonio Texas Southern University The University of Texas at Arlington The University of Texas at Austin The University of Texas at El Paso The University of Texas at San Antonio The University of Texas of the Permian Basin University of Houston University of Houston-Clear Lake University of Houston-Victoria University of North Texas The University of Texas-Rio Grande Valley</p>
<p><b>Public Technical Colleges</b> Texas State Technical College</p>