

The purpose of the Educational Aide Exemption (EAE) Program is to encourage Educational Aides to complete full teacher certification ([Texas Administrative Code, 21.1080](#)). 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.

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 \(a\)\(6\)](#), applicants must be enrolled in courses required for teacher certification in one or more subject areas determined by the *Texas Education Agency (TEA) to be experiencing a critical shortage of teachers at the public schools.

*The [Critical Shortage Subject Areas](#) are published annually on the TEA website.

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 (tax supported) hours the applicant is enrolled in.

5. Do all applicants receive the exemption?

No. Educational Aide Exemptions are awarded based on an 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, unless granted a hardship.

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 and 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

Texas Higher Education Coordinating Board
 1200 East Anderson Lane, Austin, TX 78752

Phone: (888) 311-8881

Contact us by completing an [online inquiry form](#).
 Select "Financial Aid Question" from the dropdown options.

2019-20 EAE Participating Institutions

Public Community Colleges

- Alvin Community College
- Angelina College
- Austin Community College
- Cisco College
- Clarendon College
- Grayson County College
- Howard College
- McLennan Community College
- Northeast Lakeview College
- Northeast Texas Community College
- Northwest Vista College
- Odessa College
- Palo Alto College
- Paris Junior College
- Ranger College
- San Antonio College
- South Plains College
- South Texas College
- St. Philip's College
- Tarrant County College District
- Trinity Valley Community College
- Victoria College

Public State Colleges

None

Public Universities

- Angelo State University
- Sam Houston State University
- Texas A&M International University
- Texas A&M University
- Texas A&M University-Central Texas
- Texas A&M University-Corpus Christi
- Texas A&M University-San Antonio
- Texas Southern University
- The University of Texas at Arlington
- The University of Texas at Austin
- The University of Texas at Dallas
- 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
- University of North Texas Dallas
- The University of Texas-Rio Grande Valley

Public Technical Colleges

None