

APPLICATION FOR ADDING AN AREA TO CERTIFICATION
EDUCATIONAL LEADERSHIP
CERTIFICATION ONLY

1. Please put together the following items and send/bring to the UCO's TES Office

- State Application to Add An Area (link below)

http://sde.ok.gov/sde/sites/ok.gov.sde/files/Adding_Areas_Existing_Cert-%20fee-Online.pdf

- Plan of Study
- Check for \$25.00 payable to OSDE

DO NOT CARRY TO OSDE

As a UCO student you MUST have the Coordinator of Teacher Education fill out "Part II: Recommendation from the Director of Teacher Education" on the State Application to Add an Area.

Submit the completed application packet in person or by mail.

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2. Once the application packed has been verified, a recommendation will be provided by UCO's Coordinator of Teacher Certification to The State Department of Education.
3. Your new certification will be mailed to you within 5-10 business days.

Do not submit until you have passed your OSAT