

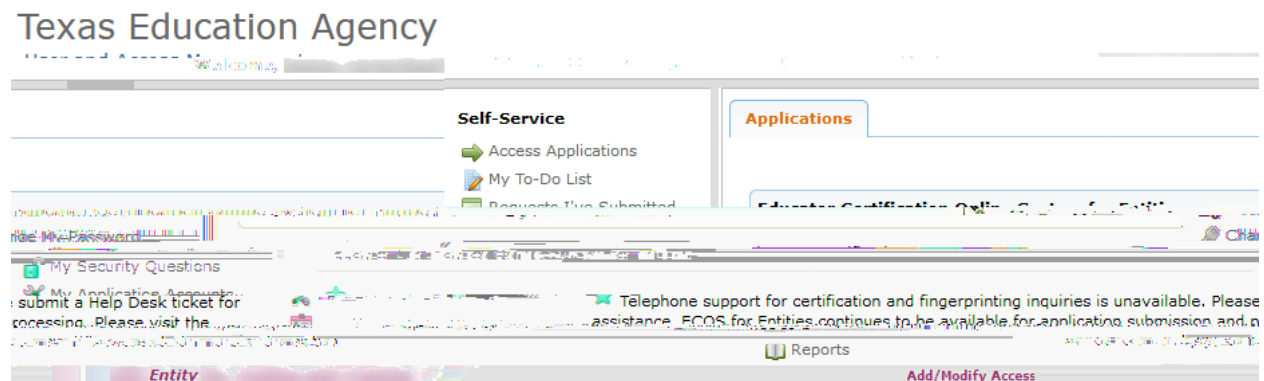
the ^ D Document \_ § ] v EGOS Accounts since December 19, 2019. This option is now available for entities such as school districts and educator preparation programs. What has been

received by TEA staff and/or what has been uploaded by the educator. You, the entity, also have the option to upload documents.

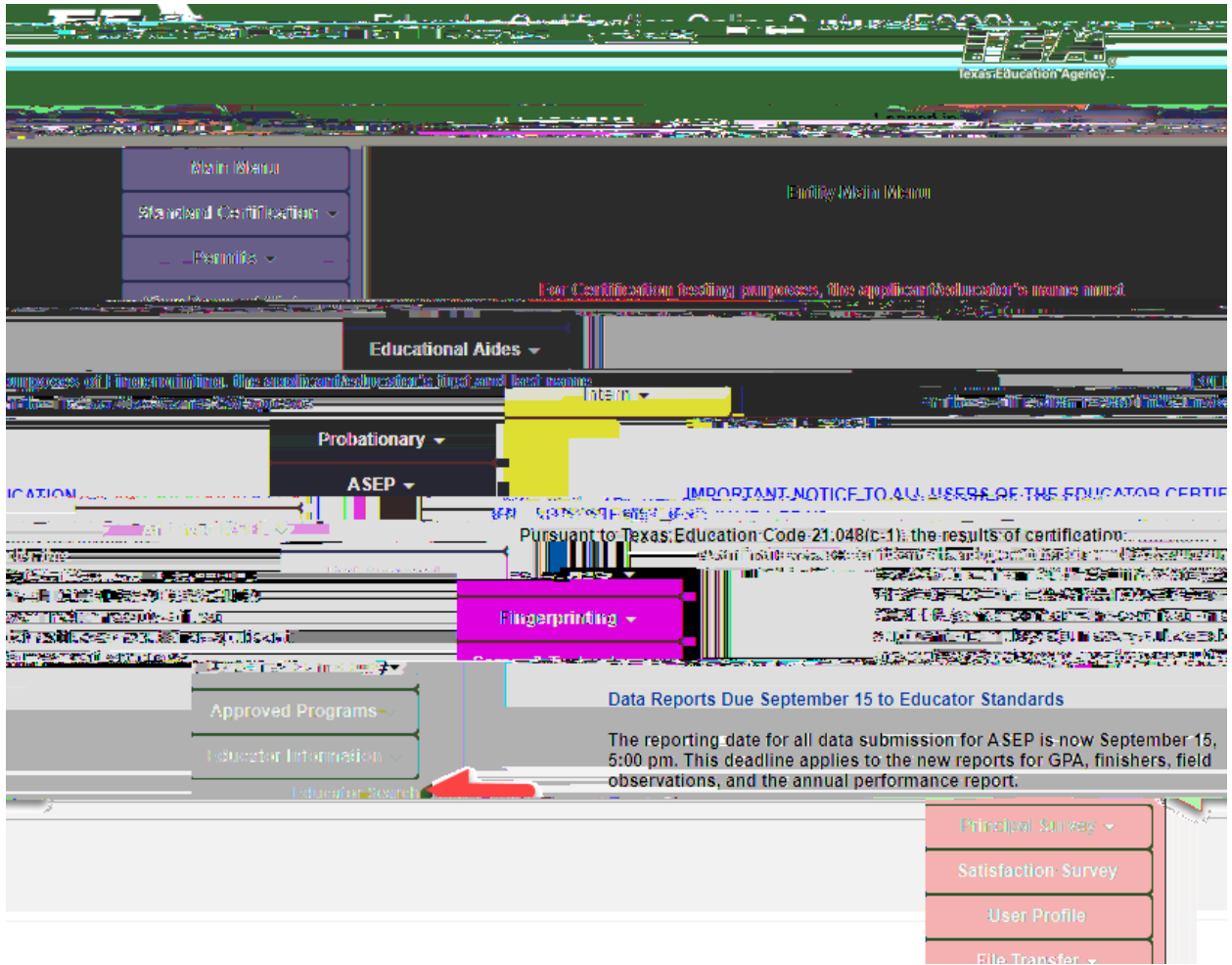
Please view the following screens for assistance with how to view and how to upload documents.

To view the documents received for an educator:

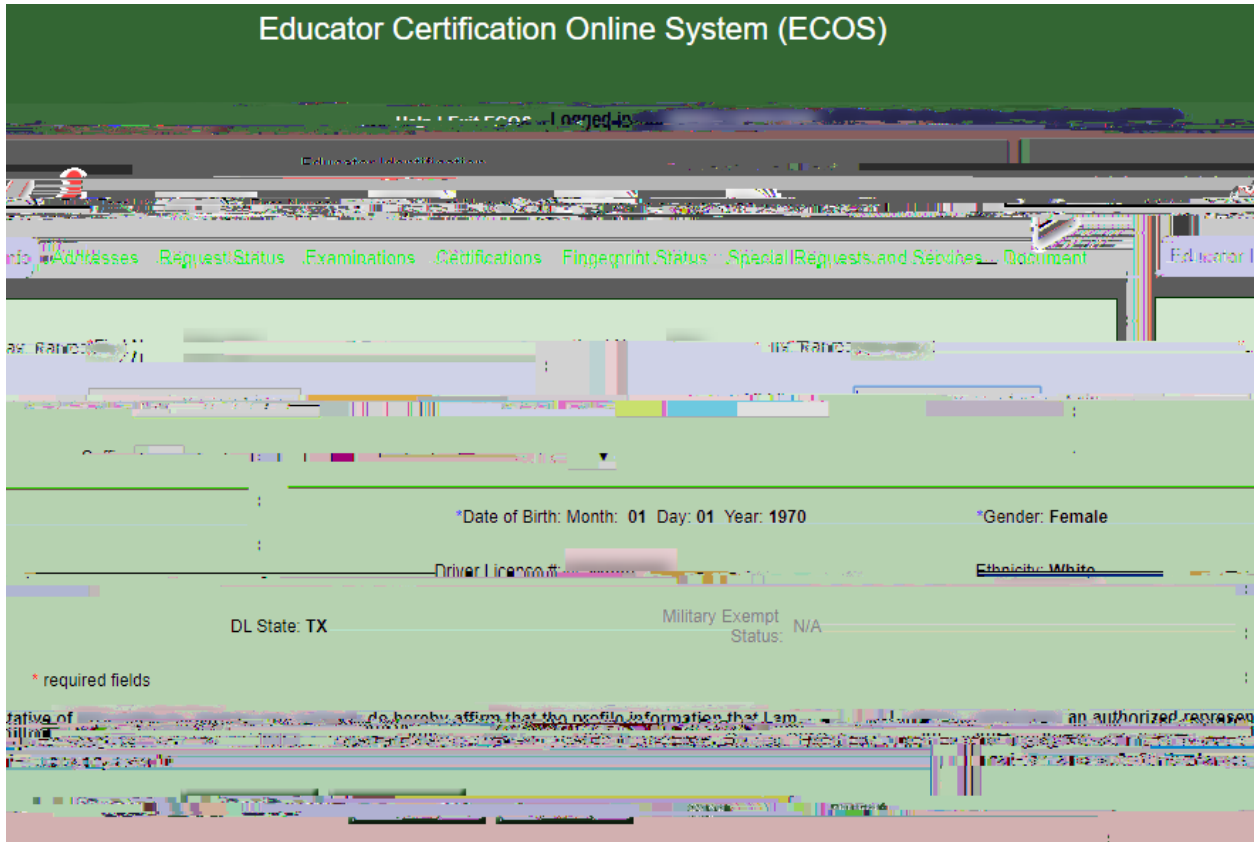
1. [Click here](#) and select your ECOS for Entities (it will be the name of your organization)  
\* If you do not have this option, you may need to check with the primary approver for your organization to confirm you should apply for this access. Generally, the primary approver for school districts is the superintendent or their designee and for educator preparation programs is the dean of education or their designee.  
\* Once advised, you may apply for access. Visit [Requesting Access to an Application](#) if you need additional assistance.



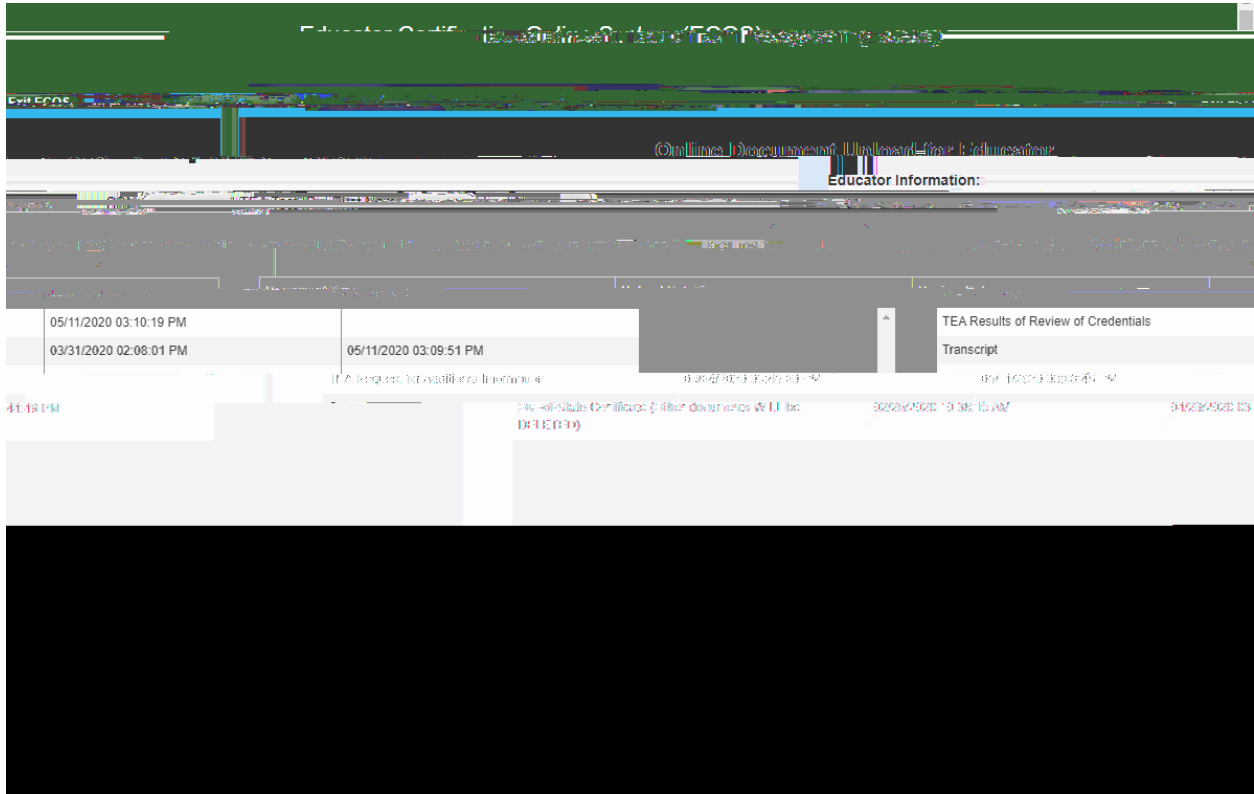
2. ^ o š ^ š } Œ / v ( } Œ u š ] } v \_ X K v š Z Œ } % } Á v % % Œ • U o ] | ^







5. If any documents have been received, they will be displayed. If nothing is displayed, TEA has not received the documents. Once received, they will be displayed here:



To upload a document on behalf of an educator:

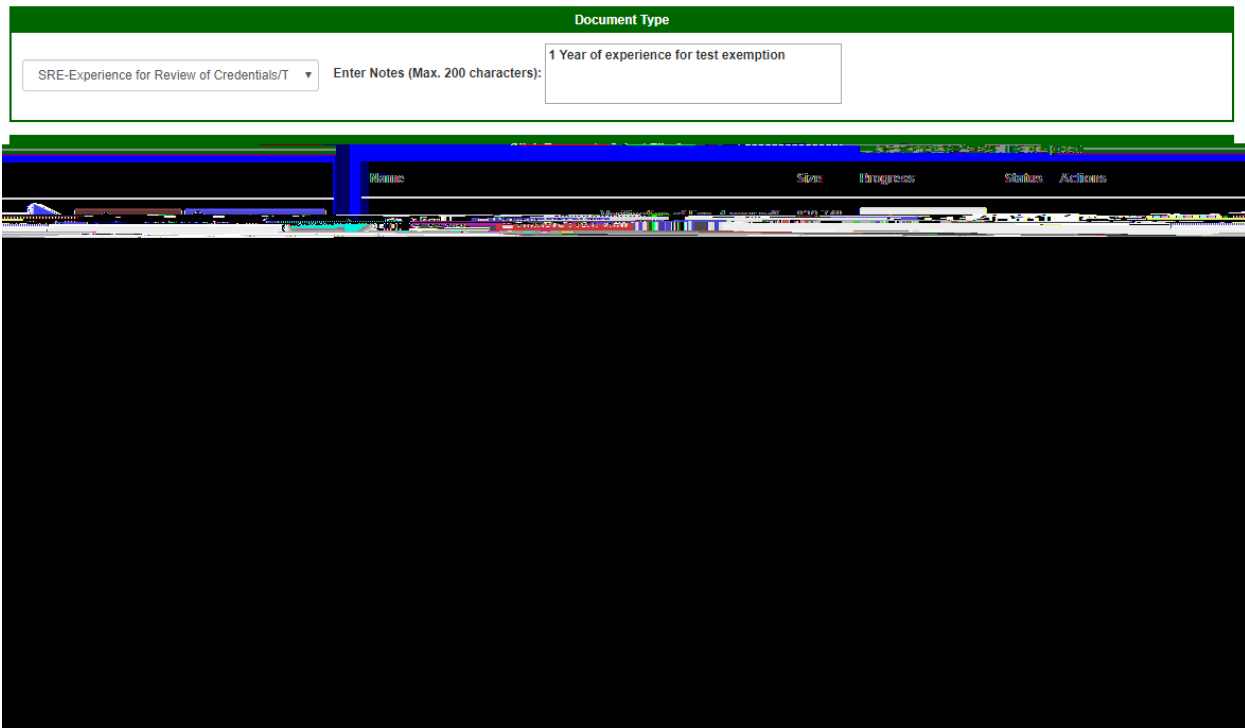
1.r90427 Tc 90.024 66(dT /TT0 11.04 Tf 72.024 687.1 Td ( )Tj ET EMC Q /P <</MCIDTf 74 Q /P <</MC



4.

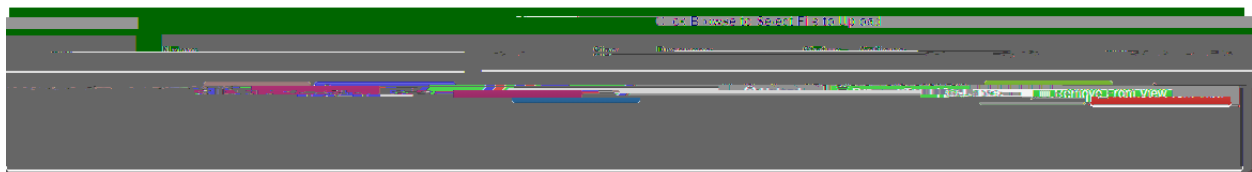


5. Be sure to save the document



The screenshot shows a web form with a green header labeled "Document Type". Below the header, there is a dropdown menu with the selected option "SRE-Experience for Review of Credentials/T". To the right of the dropdown is a text input field with the label "Enter Notes (Max. 200 characters):". The text "1 Year of experience for test exemption" is entered into this field. Below the form, there is a navigation bar with buttons for "Home", "Sign In", "Progress", "Status", and "Actions". The main content area below the navigation bar is currently blank.

If successful you will see:



6. scroll to the top of the page and see the document you uploaded.

