



Lone Star College Educator Preparation Program Exit Policy

[19 TAC §228.31]

This section outlines the procedures for dismissal from the Educator Preparation Program (EPP).

Voluntary Withdrawal:

If you choose to withdraw from the program for any reason, you must formally notify the EPP stating your intention to withdraw from the program via email. This email notification must be collected and placed in the candidate's EPP file. If you decide to return to the program at a later time, you will be required to reapply and will forfeit all progress made up to that point. This means you may need to retake any courses, field-based experiences, and other requirements that you have already completed in your benchmark list.

Inactive Status:

If you have been inactive in the program for two years (24 months), you will be dismissed from the program. An inactive candidate is defined as someone who is no longer completing coursework, training, or testing requirements and has not completed the program. In such cases, you will also need to reapply and may be required to retake coursework and other requirements that you had previously completed. Upon reapplication, you must also meet all current program requirements in effect at that time.

[19 TAC §228.31(b)]

Lone Star College Discretion:

Lone Star College reserves the right to dismiss any teacher candidate who violates program policies or the student conduct policies of Lone Star College. Once dismissed from the LSC EPP, the candidate will no longer be eligible to reapply and will be removed from the Texas Education Agency (TEA) portal associated with LSC EPP. As a result, you will lose access to exam registration and the ability to track your progress within the TEA portal.

We encourage all participants to review program policies and stay on track with required activities to avoid any disruptions in your certification journey. If you have any questions about this process, please reach out to your program coordinator for further clarification.

Acknowledgement of EPP Exit Policy

By signing below, I confirm that I have read and understand the EPP Exit Policy, including the consequences of voluntary withdrawal, inactive status, and dismissal under 19 TAC §228.31. I understand that withdrawal or dismissal may require me to reapply and repeat all previously completed coursework, training, field-based experiences, and benchmark requirements.

I also understand that it is my responsibility to remain informed of program requirements and to stay actively engaged in order to remain in good standing with the Educator Preparation Program.

Printed Name: _____

Program Participant Signature

Date