

Educator Preparation Institute | Admission Checklist

It is highly recommended to review these admission requirements in detail with a program advisor. An advisor can create an admission plan with you based on the requirements you need to begin. Contact an advisor for more details at (352)395-5322.

Subject Area Exam(s)*

- These exams measure content area knowledge. The full list of subject areas can be found here: http://www.fldoe.org/edcert/sub_exams.asp
- Information about registering for these exams can be found at: <http://fl.nesinc.com/tests.asp>.
- The cost is **\$200** for initial testing and will increase for each retake.

Official Statement of Eligibility

- The Statement of Eligibility from the Florida Department of Education will confirm your eligibility status for a temporary certificate. Students must be eligible in at least one subject area.
- Begin applying for the Statement of Eligibility here: <http://www.fldoe.org/edcert/step1.asp>
- The processing fee is **\$75**; each additional subject you request to add to your certificate is \$75.
- This process can take 4-8 weeks.

General Knowledge Test

- The test includes four subtests: Essay (50 mins), English Language Skills (40 mins), Reading (40 mins), Mathematics (100 mins)
- Register for this test at: <http://www.fl.nesinc.com/tests.asp>.
- The cost is **\$130**.

Pass a Level 2 Background Check

- Steps to completing the required background screening:
 - Visit www.fieldprintflorida.com. Click "Schedule an Appointment." Enter an email address under *New User/Sign Up*. Select *I know my fingerprint code* (contact advisor for fingerprint code)
 - Schedule an appointment at UPS-Tower Square Shopping Center. Cost is \$50.75. Print confirmation page and bring to your appointment with two forms of ID.
 - After 3-5 business days, contact School Board of Alachua County Human Resource's to request a copy of your background screening. Background screenings are picked up at the Kirby-Smith Center.

Additional Documents

- A completed Santa Fe College application
- A completed EPI application
- Official, sealed transcripts that document a bachelor's degree with at least a 2.5 GPA from a regionally accredited institution.

*This item varies; please contact the EPI Academic Advisor for more details.

Admission start terms: Fall A, Fall B, Spring A, Spring B, Summer A



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