PennWest UNIVERSITY
College of Education, Arts and Humanities

TIMS Credential Application

Complete this form and submit it to your Advisor/Program Coordinator for their review. **Be sure to sign and date the form.**

Last Name		First Name	MI	Former Last Name	Student ID

Address		City		State	Zip

Home Campus	Preferred Email		Phone

PPID	Date TIMS Credential Application Completed Online

Program 1	Grad/Prog Completion Date 1
Program 2	Grad/Prog Completion Date 2

Program Certification Option:
- ☐ Instructional I Certification
- ☐ Educational Specialist I
- ☐ Supervisory I
- ☐ Administrative I
- ☐ Letter of Eligibility I
- ☐ Endorsement
- ☐ Program Specialist

Degree/Certification Awarded:
- ☐ Undergraduate Degree & Certification
- ☐ Graduate Degree & Certification
- ☐ Graduate Certification Only
- ☐ Endorsement

Location of Student Teaching or Practicum:

Placement 1:
  District: _____
  School: _____
  Grade Level: _____
Placement 2:
  District: _____
  School: _____
  Grade Level: _____

**** Test Requirements ****
Please note that TIMS applications will not be processed until all required Praxis II/PECT exams are complete.
If you are using GPA for Praxis II/PECT exam(s), please check here and indicate which exam(s)/module(s). ☐ Exam(s)/Module(s): _____

**** Required Documents ****
Attach copy of Transcript – Highlight conferred degree and/or endorsement courses.

Student Signature: _____ **Date**: _____

**** FOR OFFICE USE ONLY ****			
REQUIREMENTS NEEDED FOR DEPARTMENT APPROVAL FOR PA CERTIFICATION	YES	NO	N/A
Student has supplied evidence of a grade of C or better in all required major courses.			
Student has achieved at least a "Satisfactory" rating on the final evaluation used by their program.			
To the best of my knowledge and belief, the candidate is known and regarded by the preparing institution as a person of good moral character and possesses those personal qualities and professional knowledge and skill that warrant issuance of the requested certificate.			

Final GPA	

This is to verify that the student listed above has completed an approved program and is eligible to apply for certification.

Advisor/Program Coordinator Signature: _____ **Date**: _____

Advisor/Program Coordinator: Please send TIMS Credential Application and required documentation to TIMScredential@pennwest.edu

Additional Comments:

Rev. 04/04/2024