**How to set up your TEAL (Texas Education Agency Login) Account**

The Texas Education Agency (TEA) requires that all students admitted to a teacher education program create an account in the TEA online management system. You will need to create your account and be assigned a TEA ID# that you will supply when you make application to the Teacher Education Program.

Follow these steps to create your online account. **Be sure to fully complete your profile (STEP 8)** toward the end of the process.

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| **STEP 1** | Go to [www.tea.texas.gov](http://www.tea.texas.gov) |
| **STEP 2** | Go to “**ECOS for Educators**” in in the blue bar at the top of the page |
| **STEP 3** | Scroll down and click on item #2. “**Create New Teal account**”. Complete your user information making sure to use your **LEGAL** first and last name. Select “**Educator**” for the organization type. |
| **STEP 4** | Select “**Submit**” and then “**Done**”. |
| **STEP 5** | Once you submit your TEAL registration, you will receive an email from TEA within 24 hours that includes your username and *temporary* password. |
| **STEP 6** | Carefully read and follow the instructions in the email to change your password and set up security questions.   1. In the **Username** field, enter the username included in the email. 2. In the **Password** field, enter the password included in the email (you can cut & paste from the TEA email to enter into the field) 3. Click on “**Submit**”. A new page is displayed indicating that your password is expired. 4. On the **Expired Password** page: 5. Enter your username in the **Username** field. 6. Enter the password included in the TEA email in the **Current Password** field. 7. Enter a new password in the **New Password** field. 8. Enter the new password again in the **Confirm New Password** field. 9. Click “**Submit**”. 10. *Read* and then click “**I Agree**” on the Statement for Assurance page. 11. Select and answer three security questions. 12. Click “**Save Changes**”. The TEAL application page is then displayed and you should be directed to log back in. |
| **STEP 7** | Log into the TEAL system (<https://pryor.tea.state.tx.us>) and click on “**Educator**”. |
| **STEP 8** | **Complete your ECOS profile** (all field with an \* must be completed) and click “**Continue**”. |
| **STEP 9** | Click on “**Exit ECOS**” in the upper right. |
| **STEP 10** | Record you TEA ID#, username, and password in a safe but retrievable location. |

If you experience difficulties or would like additional assistance setting up your account, or you need to update your email address in our system, you can [submit a help ticket](https://txeduagency.zendesk.com/hc/en-us/requests/new?ticket_form_id=354508) or call 512-936-8400 option 2 for help.