

- Check UNA email several times per week to avoid missing important information.
  
- Education advisor will be assigned upon completion of 45 credit hours. This is the primary advisor.
- Education majors (6-12, P-12 ONLY) should visit the department of teaching field for assignment of a content advisor.
- Meet with primary advisor during advisement each semester for issuance of registration PIN(s).
  
- Fingerprint clearance must be obtained before taking education classes. Visit the following website for more information:  
<https://www.una.edu/education/educator-preparation/fingerprint-clearance.html>
- Once completed, submit the confirmation letter (received via USPS) to the Educator Preparation office via email to [edprep@una.edu](mailto:edprep@una.edu).
- Liability insurance is required for all teacher candidates. More information can be found at ~~292~~ following link:  
<https://www.una.edu/education/educator-preparation/liability-coverage.html>
  
- Take ED 292 the semester applying to TEP. (example - If applying Fall 2024, take ED 292