



**APPLICATION
CERTIFIED TAPT PUPIL TRANSPORTATION ADMINISTRATOR
PROFESSIONAL CERTIFICATION**

Mail this application and \$50.00 application processing fee within 60 days of successful completion of the ADMINISTRATOR Exit Exam to: **TAPT Professional Certification Program, P.O. Box 488, Kemah, TX. 77565**

(After 60 days additional fees may be incurred; after 90 days retake may be required)

ADMINISTRATOR EXIT EXAM DATE	GRADE

Name: _____
(Print clearly and as you wish to have YOUR NAME printed on Certificate)

Professional Certification # _____

District: _____ Position: _____ Years: _____

District Address: _____ Cell Phone # _____

District Email address to receive Certificate: _____

List TAPT Conference and Trade Shows attended (not class only or pre-conference events) in last three years:

List at least one National Conference and Trade Show you attended in last 5 years: _____

Superintendent Name: _____ Email: _____

I have read the requirements in the TAPT PDC Handbook. By my signature below, I signify that I meet all the requirements for the level of Professional Certification I have applied for.

Applicant Signature: _____ **Date:** _____

APPLICATIONS ARE GENERALLY PROCESSED IN BATCHES FROM AUGUST 1 THROUGH MARCH 1 DUE TO CONFERENCE PREPARATIONS AND REGISTRATIONS.

Revised 01-01-2023

TAPT WORKSHEET

TAPT ADMINISTRATOR PROFESSIONAL CERTIFICATION COURSE REQUIREMENT WORKSHEET

- No course credit for any class taken seven years or more prior to application.
- **This is only a worksheet** to help you track your course credit hours. Please review the complete guidelines in the PDC Handbook. Official level must be achieved before applying for Administrator level.

NAME: _____ DISTRICT: _____

Requirement:	Course Selections:	Taken:	Need:
Required: 48 Hours from:	01, 08, 11, 12A, 22, 23, 23F, 26		
3 Hours from one of:	30.5, 33.5A, 33.5B, 33.5C or 37.5		
6 Hours from one of:	05 or 05A		
6 Hours from one of:	02, 14, or 14A		
6 Hours from one of:	03 or 12B		
6 Hours from one of:	40, 10, 24 Or 35		
9 Hours from:	Any of the 23.5 Leadership series		
3 Hours from one of:	08A.5 or 22A.5		
6 Hours from one of:	13 or 13A		
6 Hours from one of:	07, 17, 18, Or 36		
00 or 0.5	Orientation to TAPT		0
TOTAL: 99 HOURS			