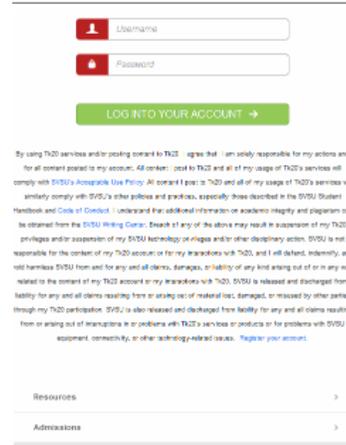


Accessing & Completing the Teacher Education Program Application

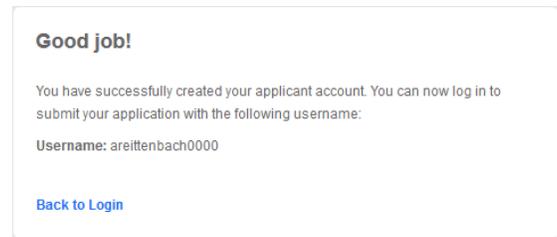
Using the latest version of Mozilla Firefox browser, go to the following URL: svsu.tk20.com

1. Click on the **Admissions** tab toward the bottom of the login screen to expand and see the directions to set up your account.
2. Select [Click here to create your account.](#)
3. Enter in the profile information requested, create a secure password to establish your account, and hit the **submit** button. The basic information marked with an asterisk is required. Additional information will be requested when you complete your application.

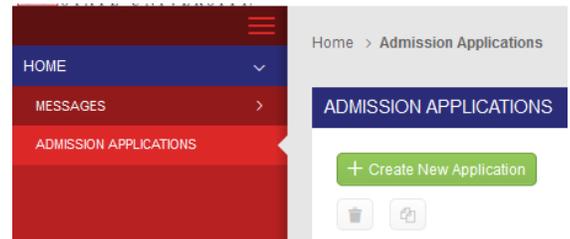


Please Note: If you already created an account in Tk20 to submit an application for TE 100/TE 101, you do not need to set up a new account, you can use the same username and password to log in to access the Teacher Education Program application.

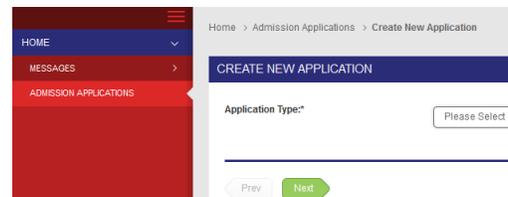
4. Once you have created your account, you will receive a message that shows your username. Click on “Back to Login, and your username will automatically populate in the field. Enter your password and select “Log into your account”.



5. After you log in, select **Create New Application**
Important to Note:
Please be sure to keep track of the username you were assigned and the password you created for this application! You will need them if you need to make any changes.



6. Use the drop down arrow to the right of the **Application Type** to select the correct application for admission (e.g., elementary or secondary) and then select **Next** to access the application. You will see general information at the beginning of the application. Please read through carefully and then select **Next** to continue to the next page to complete the application in full.



Once you have reached the end of the application, you will see:



Please click on the **Save** button. Your application will be reviewed and if there are any changes necessary, you will receive an email. Please **DO NOT CLICK ON the Create BUTTON.**

Create – locks your application

Save – allows you to save your work and come back at a later time

Close – deletes any work that had been started

Returning to a Saved Application

1. Login to Tk20 using the password you used to create your account. This will display the application you previously created.
2. Select the application you wish to edit.
3. When finished editing, click **Save**.

For questions regarding the application process, please email us at: coeconnect@svsu.edu