Georgia Assessments for the Certification of Educators® (GACE®) Newsletter
September 2013

The GACE Newsletter is intended to be a resource for Educator Preparation Program Providers to gain access to all the important information and changes happening around the GACE program. The Newsletter will include important dates, information about tests and policies, reminders about testing windows, and more. Latest On GACE program updates can be found on www.gapsc.com.

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WHAT’S NEW

Transition to ETS as Test Supplier
ETS will be the supplier for the GACE® assessments (with the exceptions of the Educational Leadership assessment and Professional Pedagogy assessment) beginning October 1, 2013. The Educational Leadership assessment, as well as the three certification upgrade assessments (Curriculum and Instruction, Teacher Leadership, and Instructional Technology) will be offered by ETS in spring 2014.

The Professional Pedagogy test will continue to be offered by the Evaluation Systems group of Pearson® through spring 2014. If you have questions about this assessment, please contact the Georgia Professional Standards Commission (GaPSC). See page 9 for contact information.

Basic Skills is Now “Program Admission”
As part of the customized GACE program being developed by ETS, the Basic Skills assessment has been renamed the Program Admission assessment.

The Program Admission assessment includes:

- Test I – Reading: Test Code 200
- Test II – Mathematics: Test Code 201
- Test III – Writing: Test Code 202
- Combined Test I, II, and III: Test Code 700

Program Admission tests taken individually will be offered for $78 each, any two tests taken together will be offered for $103, and the combined assessment (Test I, Test II, and Test III) will be offered for $128.

Professional Pedagogy Test No Longer Offered
As of August 2013, the Professional Pedagogy assessment will no longer be administered by the previous test supplier, and there are no plans for it to be administered in the future by ETS. For information about how candidates can test for this area of certification, contact the GaPSC.

New ETS GACE Website
On July 1, the GACE program and ETS launched its new website at www.gace.ets.org.

The ETS GACE website will be the primary resource for GACE test takers and program providers, and includes all the information they need about important program-related subjects such as:

- Eligibility
- Registration
- Test center locations and testing windows
- Test preparation materials and resources
- Scores
- Testing accommodations

Important program documents will also be available, including:

- 2013-14 GACE® Registration Bulletin
- Understanding Your GACE® Scores (coming in fall 2013)

The ETS GACE website offers content tailored specifically for GACE test takers and program providers, as well as paraprofessional test takers and administrators.

The eChat feature, which can be located in the upper-right hand side of each page on the website, allows users to chat real-time with an ETS Customer Service Representative, should you encounter any questions while browsing the site. A feedback tab is also available on the right-hand side of each page to submit comments about the website.
All Tests Moving to Computer-delivered Format
Beginning with the 2013–14 testing year, all test administrations will be computer-delivered, except for Test II of the American Sign Language assessment (see below). Paper-based GACE assessments will no longer be available, except as an approved testing accommodation.

To learn more about computer-delivered testing, see “Taking Computer-delivered Tests and Recording Answers” on pages 45–46 of the GACE Registration Bulletin. Also see the interactive demonstration of a computer-delivered test on the GACE website. This free demonstration gives you a chance to see what a computer-delivered test looks like and lets you practice navigating the test.

American Sign Language Test II: Assessment of Sign Communication – American Sign Language
The American Sign Communication – American Sign Language (ASC-ASL) test will be offered two times during the 2013-14 testing year. The ASC-ASL test is performance-based and consists of a 20-minute videotaped interview conducted in American Sign Language. Registration for this test can only be made by phone because special arrangements have to be made for scheduling the test and obtaining a videographer to videotape the interview and an interviewer to administer the test. The test dates are November 2, 2013, and April 19, 2014. The registration deadline for these two administrations is 30 days prior to the test day. Registrations cannot be taken after this point because there would be insufficient time to make arrangements for videographers and interviewers.

Eligibility
Candidates who are enrolled in a Georgia state-approved educator preparation program (excluding GaTAPP) within a college or university must request eligibility from, and be approved to test by, their program provider in order to take a GACE assessment. Program providers must provide eligibility for their candidates to take a GACE test through the Traditional Program Management System (TPMS), which is accessible at www.gapsc.org. Candidates who are not enrolled in a Georgia state-approved educator preparation program, or are from a state other than Georgia, will be provided approval to test by the GaPSC when they request it through their MyPSC account.

A GACE assessment can be taken for any of the following reasons:

Undergraduate Program Admission
1. Candidates are testing for admission to a Georgia educator preparation program and need to take the Program Admission assessment (formerly Basic Skills)

College/University Programs
2. Candidates are enrolled in a Georgia-approved program in an undergraduate teaching field, or in Educational Leadership, Media, School Psychology, or Counseling
3. Candidates are seeking admission to, or are enrolled in, a Georgia-approved M.A.T.; M.Ed. that leads to certification; Certification Only; or Post-Baccalaureate program
4. Candidates are enrolled in an out-of-state (non-Georgia) college/university (at the undergraduate or graduate level) educator preparation program that requires field experiences and/or student teaching that will be done in Georgia schools
5. Candidates are enrolled in a college/institution and are testing in a teaching field different from their first teaching preparation field (Note: Candidates enrolled in an initial teaching field must have passed the assessment for their first teaching preparation field before testing in a different field.)
6. Candidates have already completed a Georgia college/university preparation program and are testing for certification

GaTAPP
7. Candidates are seeking admission to a GaTAPP program and are testing to meet the content assessment requirement(s)
8. Candidates are enrolled in a GaTAPP program and are testing to meet the content assessment requirement(s)
Adding a Field
9. Candidates hold a Georgia professional teaching certificate and are adding a teaching field or academic content concentration(s)

Out of State
10. Candidates are graduates of an out-of-state educator preparation program seeking Georgia certification
11. Candidates hold an educator certificate in a state other than Georgia and are seeking Georgia certification

Other Reasons
12. Candidates hold a Georgia non-renewable teaching certificate and are seeking professional certification
13. Candidates are testing to meet the requirements in their letter of eligibility from the Georgia Professional Standards Commission
14. Candidates teach in a Georgia Charter School with no requirement for certification and are testing to meet Highly Qualified Teacher requirements
15. Candidates teach in a Georgia private school that may or may not require certification and are testing to earn state certification

Failure to select the correct reason for testing may result in the candidate not being able to register or having to retest.

MyPSC Accounts
All test takers registering to take a GACE assessment being administered on or after October 5, 2013, must first create a MyPSC account on the GaPSC website before they can register to test. This initial account is where all of their personal information will be maintained and updated (name, date of birth, etc.). This is where they will select a reason for testing – this mandatory step must be completed before the test taker registers for a GACE assessment. More information about creating a MyPSC account and selecting a reason for testing can be found in the Registration Bulletin and in the Steps to Establish Eligibility document (PDF) on the GaPSC website.

After test takers create a MyPSC account, they must then create an ETS GACE testing account.

ETS GACE Testing Accounts
Candidates must create an ETS GACE testing account on the GACE website. From this testing account, they can register to test, view their scores, print admission tickets, and more. Detailed instructions on what test takers need to do prior to registering are available on the Registration Steps page of the GACE website.

HAPPENINGS

Registration Open for GACE Assessments
Registration for GACE assessments being offered beginning October 5, 2013 opened on August 19. Test takers who are registering for tests being administered before October 5, 2013 must continue to register on the Evaluation Systems website.

Registration Open for Live Webinars
ETS offers live webinars to candidates and program providers to help test takers prepare for the GACE assessments. Online registration for GACE webinars opens approximately two weeks prior to the webinar date, and closes approximately two days prior to the live session. More information on the webinars and a complete schedule of the upcoming webinars can be found under Test Preparation Resources below.

Induction and Professional Certificate Levels to be Introduced
The GaPSC is in the process of raising the passing standard for educator content knowledge in Georgia. As a beginning step in this process, test taker content assessment score reports will show information about passing scores at two levels: an induction passing score and a professional passing score. At this time, candidates passing a GACE assessment at the induction level or the professional level have met the Georgia Special Requirement to pass the content knowledge assessment(s) appropriate to the field of certification. The score reports for the Program Admission and Paraprofessional Assessments will simply indicate “Passed” or “Not Passed.” More information about these certification levels will be available on candidate score reports.
TEST ADMINISTRATION INFORMATION

Passing Assessment Subtests
Because scores from tests offered by different test suppliers are not comparable (if candidates took and passed a subtest under the previous supplier Evaluation Systems, but did not take or pass the entire assessment) the subtest will have to be retaken. Candidates must take and pass all parts of an assessment with the same supplier for that assessment to count toward certification. Passing scores cannot be mixed between suppliers.

2013-14 Testing Windows
Beginning in the 2013-14 testing year, GACE test takers will have many more opportunities to test than in previous testing years. The 2013-14 GACE Testing Windows document (PDF) displays all of the testing windows for each test title and is available for download on the Test Centers and Dates page of the ETS GACE website.

The complete list of GACE testing windows for the 2013-14 testing year is also available for program providers as part of the 2013-14 Registration Flyer. The Registration Flyer is free and available for download in the Resources section of the GACE website.

Soon, a new way to view testing windows for each GACE assessment will be available on the Test Centers and Dates page of the ETS GACE website. Check back in a few weeks for more information.

TEST PREPARATION RESOURCES

ETS is committed to providing valuable test preparation resources to its test takers, and continually develops and enhances test prep offerings year after year to empower its test takers and encourage a positive test preparation and test-taking experience. Candidates preparing for a GACE assessment now have access to multiple forms of test preparation materials via the ETS GACE website.

Study Companions
The GACE Study Companions contain practical information and helpful tools including an overview of the assessments, descriptions of the different types of test questions, information about scores, test-taking tips and strategies, practice questions, and rationales for correct answers. Also included is a study plan template. All Study Companions are enhanced with features that make them more interactive when viewed on a computer. They contain bookmarks to help users quickly get to the sections they wish to view and there are links to help navigate back and forth between the practice questions and the answer key and rationales. Study Companions are free and can be downloaded from the GACE website.

Test Familiarization Videos
Two videos are available in the Test Preparation Resources section of the GACE website. The GACE Strategies for Success video is about preparing and studying to take a GACE test and includes tips for dealing with test anxiety. The GACE Computer-delivered Test Center Tour video shows you what it’s like to take a test at a computer-delivered test center.

Interactive Practice Tests
GACE Interactive Practice Tests (IPTs) are full-length practice tests that include correct answers and an automatic score summary report. The interactive practice test is intended to simulate a real computer-delivered test administration, and explains different functions the test taker may encounter during a real test. The test taker will have the ability to work through a number of test questions specific to the test title they are preparing for, and will be able to time themselves using the timer built into the practice test software. At the end of the test, candidates can see a practice test score report that displays how many questions they answered correctly in each subarea. Each practice test is available for purchase through the ETS Store for $15 per subscription. Each subscription can be used 10 times within 90 days of the first use after purchase.

Tutorials
There are several tutorials for test takers to use to become familiar with some of the built-in functions of a computer-delivered test. These tutorials walk test takers through how to use the Alternate Character Toolbar for the French, German, and Spanish assessments and the Online Calculator for assessments that require the use of a graphing or scientific calculator, allowing candidates to practice using these tools before test day.
Live Webinars
The GACE webinars walk candidates and teacher preparation faculty through the different parts of the GACE assessments, inform participants about available test preparation resources, and give them the opportunity to ask questions and have them answered in real time by ETS-certified trainers. Pre-registration for these webinars is required, and the registration form becomes available on the Webinars page of the ETS GACE website approximately two weeks prior to each webinar date. A complete listing of the upcoming webinar dates is also available below:

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>GACE Study Plan Development Webinar</td>
<td>October 10, 2013</td>
<td>11 a.m. ET</td>
</tr>
<tr>
<td>GACE Study Plan Development Webinar</td>
<td>November 15, 2013</td>
<td>2 p.m. ET</td>
</tr>
</tbody>
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Prerecorded Webinars
Available in 2014, prerecorded webinars will explore the free online tools provided for test familiarization and preparation, including Study Companions, interactive practice tests, and other resources.

Study Plan
The Developing a Study Plan page of the ETS GACE website walks test takers through important steps they should follow when preparing for a GACE assessment. A study plan can provide a roadmap to help test takers prepare for a GACE assessment.

Registration Information Flyer
The 2013–14 GACE Registration Information Flyer is now available in the Resources section of the ETS GACE website. Program providers can download this free flyer and distribute it to GACE test takers in their program. The flyer answers questions test takers most often ask about registering to test and also provides a complete list of the testing opportunities available throughout the current testing year.

IMPORTANT REMINDERS

Reporting Locations and Location Changes
The reporting location for each test administration can be found on the candidate’s admission ticket, which they can access and print at any time from their ETS GACE testing account. On occasion, weather conditions or other circumstances beyond the test center or ETS’s control may require a delayed start or the rescheduling of a test. If there is a change (e.g., a different building than originally scheduled, delayed start, or test cancellation/rescheduling), it will be updated in the candidate’s testing account.

ETS will make every effort to contact test takers affected by reporting location and/or reporting time changes prior to the originally scheduled test administration. Please advise your test takers to check their testing account 24 hours prior to their test to ensure their reporting location and reporting time have not changed, and print a new admission ticket, if necessary.

Test Center Procedures Regarding ID Requirements
Test takers must bring valid and acceptable identification documents to be admitted to the test. Please remind your test takers to be sure to read and understand the ID requirements and test center procedures and regulations in the Registration Bulletin and on the ETS GACE website prior to the test administration. It is not the responsibility of the test centers to relay these policies to the test takers.

Cell Phone Policy
Test takers are not allowed to bring cell phones, smartphones (e.g., Android™, BlackBerry®, iPhone®), tablets, personal digital assistants (PDAs), and other electronic, listening, recording, scanning, or photographic devices into the test center. Anyone found to be in possession of any of these devices inside the test center before, during or after the test administration will be dismissed, their test fees will be forfeited and their scores
will be canceled. Test administrators are not permitted to collect and hold cell phones. If test takers bring cell phones into the test center and then have to leave to store them in their vehicles, they must be back before the doors to the test center are closed. **Once the doors to the test center are closed, no one will be admitted,** even if they have already been in the test center and left to store a cell phone. If test takers are dropped off, they must not have their cell phones in their possession. If they do, they will not be admitted to test. Please remind your test takers of this policy.

**Newsletter Mailing List**
If someone you know would like to be added to the newsletter mailing list, you can direct them to [http://www.gace.ets.org/program_providers](http://www.gace.ets.org/program_providers) to sign up. They will be added to the newsletter distribution list for the next issue.

If your email address has changed and you would like to receive the GACE Newsletter at your new email address, please visit the GACE Program Providers website at [www.gace.ets.org/program_providers](http://www.gace.ets.org/program_providers) and sign up again with your new email address, using the sign-up links found on the right-hand side of the screen throughout the website.

You may also click the “Subscribe” button in any GACE Newsletter email to sign up again with your new email address.
CONTACTING THE PROGRAM

**ETS Customer Service**
ETS is committed to handling all inquiries related to the GACE program such as registration information, testing schedules, test costs, test codes, how to study, etc. It is important to let them provide this service. The GaPSC will still assist educators with certification questions related to which test they need for their certification. Calls about any aspect of GACE, not related to certification, should be directed to ETS Customer Service.

**U.S. Mail**
ETS–GACE
P.O. Box 6001
Princeton, NJ 08541-6001

**Overnight Mail**
ETS–GACE
Document Processing
1425 Lower Ferry Road
Ewing, NJ 08618-1414

**Phone**
1-855-225-7178 (U.S., U.S. Territories and Canada)
1-609-359-5161 (all other locations)
Monday–Friday 7 a.m.–6 p.m. ET

**Fax**
1-973-735-0156 or 1-866-484-5860

**Email**
gace_inquiries@ets.org

**GaPSC Customer Service**
If your educators have questions about which test(s) they need to take or about certification requirements, contact the Georgia Professional Standards Commission (GaPSC) or go to the [GaPSC website](mailto:mail@gapsc.com). Calls requiring assistance with certification or MyPSC questions should be directed to the GaPSC call center.

**U.S. Mail**
Georgia Professional Standards Commission
200 Piedmont Avenue
Suite 1702
Atlanta, GA 30334-9032

**Phone**
1-404-232-2500 (Metro Atlanta and long distance)
1-800-869-7775 (toll free outside Metro Atlanta area)

**Fax**
1-404-232-2560

**Email**
mail@gapsc.com

The GaPSC’s toll-free Certification Call Center is available to answer your questions and provide assistance from 7 a.m.–4:30 p.m., Monday, Wednesday, and Friday, except on state holidays. The Call Center is closed on Tuesdays, Thursdays, and all state holidays.

**Test Center Comments**
Every effort is made to ensure the success of all test administrations and minimize the possibility of distractions or problems. A test taker who has a comment about a test center or the conditions under which a test was taken should submit the comment in writing by mail, email or fax directly to ETS in order for it to be addressed properly. ETS will acknowledge receipt of the comment, launch an investigation and respond to the test taker with the status/results of the investigation within 15 business days. See contact information below. Comments must be submitted or postmarked no later than 2 days after the test date.

**Mail**
ETS–GACE
Computer-delivered Testing Comments
P.O. Box 6051
Princeton, NJ 08541-6051

**Fax**
1-609-530-0851

**Email**
gacetesting@ets.org