

# edTPA Registration Overview

This guide provides an overview of the edTPA registration process.

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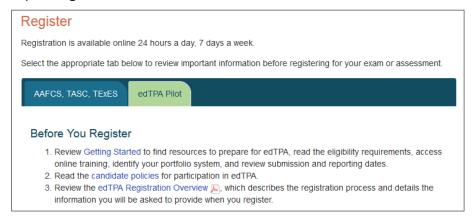


#### 1. Getting Started

Register for edTPA at www.tx.nesinc.com. Click Register in the top navigation.

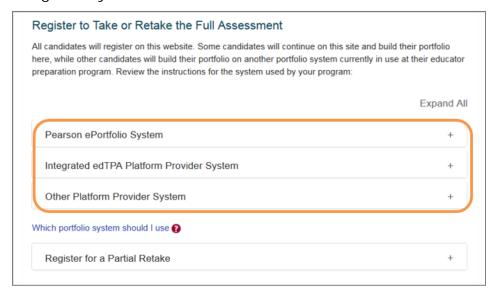


Then, on the Register page, click the edTPA Pilot tab. Before registering, review the resources available on the <u>Getting Started page</u> to prepare for edTPA, read the <u>program policies</u> including the Submission Requirements, review <u>online training materials</u>, identify your portfolio system, and check submission and reporting dates.



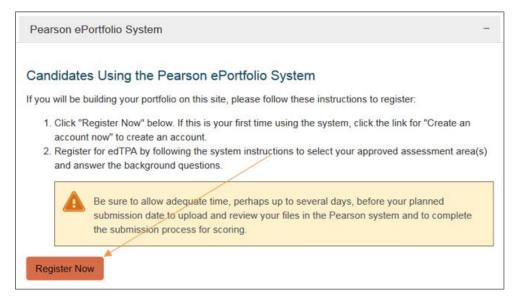


Select a portfolio system to review the instructions on how to build your portfolio using that system.



**Note:** If you are unsure of which portfolio system you will be using, select "Which portfolio system should I use?" for help, or ask your faculty advisor before you register.

After reviewing the instructions for the system you will be using, click Register Now.





#### 2. Create an Account

On the sign-in screen, click the link to "Create an account now."

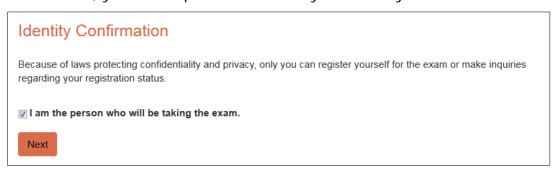


The system will take you through the account-creation process, where you will specify a permanent email address to use as your username, create a password, and choose a security question and answer. You will also need to provide your TEA ID number so that your Pearson account can be linked to your TEA Educator Profile.

If you have previously created an account, you may sign in using your email address and the password you established when you created the account.

## 3. Register

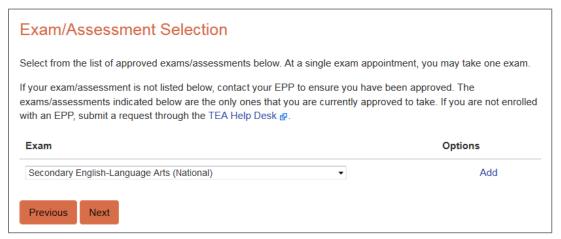
To continue, you are required to confirm your identity.





#### A. Choose Your Assessment

You will be able to select only those assessments for which you are approved.



### **B.** Answer the Background Questions

You will be asked to answer the following series of questions. When you are registering, answer these questions as best you can. You will be able to update your answers after you register, at any time up until you submit your portfolio.



Question	Instruction
edTPA Field/Specialty Area	Select the field specialty area which most closely corresponds with the learning segment referenced in your edTPA portfolio submission. The submission will be scored by a subject area expert for the field specialty area you select. Some assessment areas have multiple specialty areas to choose from, while others have only one option.
	If you do not see your field/specialty area listed on this screen, check your assessment selection to ensure it is the one you intended. To do this, click the Previous button until you return to the Assessment Selection screen and verify your selection. You may update your selection now, if necessary.
	If you have questions about your assessment selection and edTPA field/specialty area, consult with your faculty advisor before continuing to register.
	Should I Select a Bilingual Placement?
	Select a bilingual placement option <b>only if</b> you are completing the Elementary Education: Literacy with Mathematics Task 4 assessment and have a bilingual placement <b>with instruction in Spanish</b> .
	Otherwise, if you are in a bilingual placement with instruction in a language other than English, you must select a non-bilingual specialty area.
	For Candidates Registering for Special Education
	Select the option that most closely describes the focus learner's primary disability as identified in the IEP. For this assessment area, you will develop an in-depth case of one learner, your focus learner.
edTPA Language	Indicate whether you will be submitting materials (documents and/or videos) that were written or recorded in a language other than English.
	If I Respond "Yes," Am I Required to Submit Translations?
	If you respond "Yes," in most cases you must provide translations/transcripts for any files (documents, videos, etc.) that are written or recorded in a language other than English. Be sure to carefully follow the instructions in your handbook and in the submission requirements.
	Exception:
	If you are registering for any one of the following assessment areas/specialty areas, you do not have to provide translations even if you respond "Yes" here:
	any World Language
	any Classical Language
	Elementary Education: Literacy with Mathematics Task 4—     Bilingual placement with instruction in Spanish
	Special Education—Deaf and hearing impaired (for ASL only)



Question	Instruction
Teacher Preparation Route	Please indicate which option most accurately describes your teacher preparation route.
	Options are:
	<ul> <li>Traditional university-based educator preparation program (no affiliation with alternative preparation route)</li> <li>Teach for America</li> </ul>
	<ul> <li>Alternative route affiliated with a university or college-based program</li> <li>Alternative route affiliated with a district provider</li> </ul>
	<ul><li>Other: Not Listed</li><li>Decline to Answer</li></ul>
Classroom Grade Level	From the list of choices, select the one grade level that best describes your edTPA classroom context. If your classroom is a mixed-grade setting, select the grade level that most closely corresponds to the majority of students or to the group of students with whom you are working.
School Locale	Select one location that best describes your edTPA classroom context.
	Options are:
	<ul><li>City</li><li>Suburb</li></ul>
	• Town
	<ul><li>Rural</li><li>Decline to Answer</li></ul>
English Language Proficiency	If English is your primary language, answer Yes. Otherwise, answer No.
	You may decline to answer this question.
Ethnicity	Select the option that best describes yourself.
	You may answer this question "Undeclared."
Reason for Assessment	Select the option that best describes your reason(s) for taking this assessment.
	Options are:
	<ul> <li>Educator preparation program requirement</li> <li>State educator licensure/certification requirement</li> <li>Both of the above</li> </ul>
Highest Educational Level	Select the highest educational level you have attained prior to this assessment.
Use of Materials	You have the option to consent to have your submission used in support of continued edTPA program improvement activities conducted by Stanford University and Pearson, such as future validity and reliability studies of edTPA. If you give your consent, your materials would be



Question	Instruction
	used without your name or other identifying information and would remain secure.
	If you do not give consent, your materials will not be used in this manner.
Student Information	Select the option that best describes the percentage of students in your classroom with respect to the following categories:
	<ul> <li>Free/reduced lunch</li> <li>English language learners</li> <li>Special education eligibility (not including "gifted/talented")</li> </ul>
	You may decline to answer these questions.
Clinical Experience	Select the options that best describe the amount of clinical experience/student teaching that you completed in your program prior to completing edTPA, for both number of weeks and hours per week.
	You may decline to answer these questions.

#### C. Answer the Score Reporting Options Questions

**Scores via email:** You may elect to have your edTPA Score Profile sent to your email address as a PDF attachment. Candidates' edTPA Score Profiles will also be available in their Pearson accounts.

**Additional States to Receive Scores:** Note that your scores will automatically be sent to the following entities:

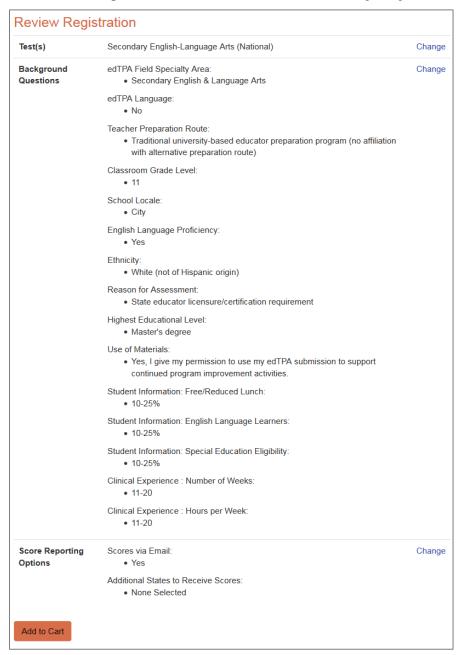
- your educator preparation program
- the Texas Education Agency

If you wish to send your scores to an additional state or states that accept edTPA scores, you <u>must</u> select one or more of those states at this point in your registration.



#### D. Review Your Registration

Take a moment to review your registration selections. You may use the Change links on the right side of this screen to revise any of your selections.

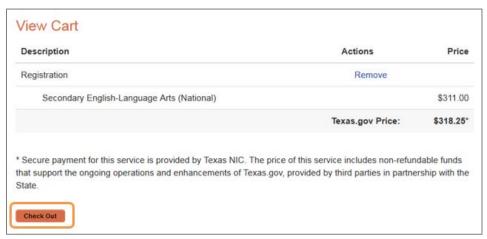


When you are satisfied with your selections, click Add to Cart.

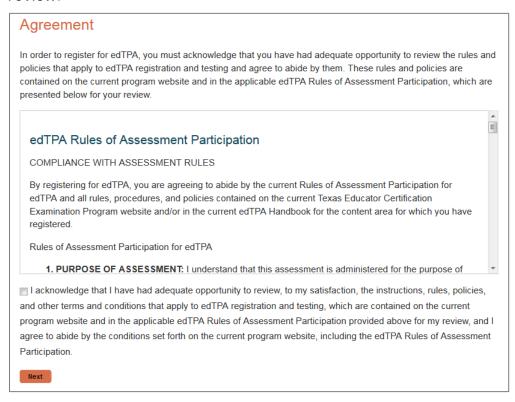


#### 4. Check Out and Provide Payment

Your registration is now in your cart. Click Check Out.

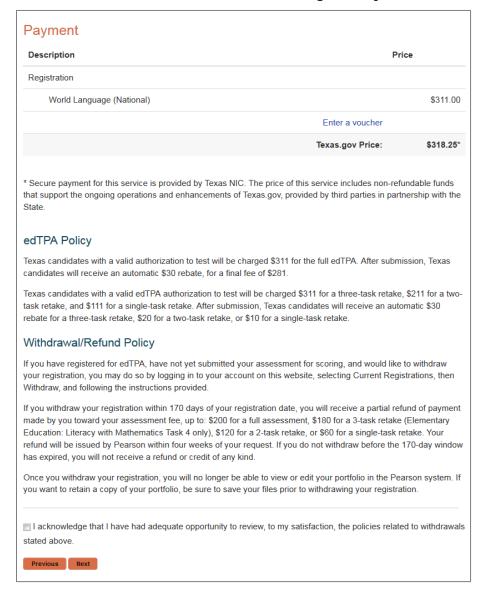


You must now acknowledge your agreement to the edTPA Rules of Assessment Participation. They are presented at this point in the registration system for your review.





On the Payment screen, you will carefully review the policies related to withdrawals and refunds, and acknowledge that you have done so.



You will then be asked to review your order and proceed to checkout.

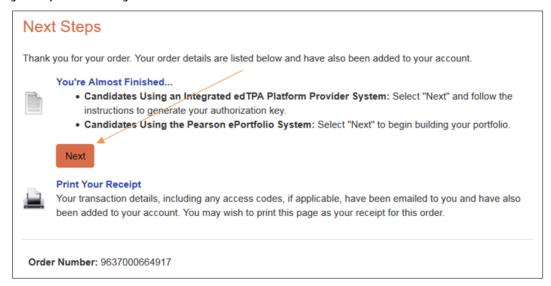
**Note:** Once you submit your order, you will **not** be able to change your assessment selection online. Please confirm that your assessment selection is accurate. If you need assistance, please contact Pearson Customer Support at (866) 565-4872.

You will, however, be able to revise your answers to the background questions and score reporting questions through your account online up until the time you submit your portfolio.

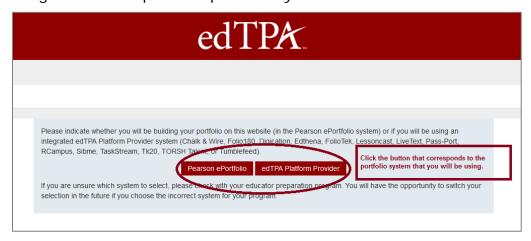


#### 5. Select Your Portfolio System

On the last screen of the registration process, click Next to proceed to indicate your portfolio system.



Indicate whether you will be using the Pearson ePortfolio system or an integrated edTPA platform provider system.



Candidates using the Pearson ePortfolio system: You may now start building your portfolio in the Pearson system.

Candidates using an integrated edTPA platform provider system: After clicking the edTPA Platform Provider button, you are provided with an Authorization Key to facilitate your portfolio transfer. You will need to enter this key in your platform provider system when you are ready to transfer your portfolio to Pearson.



You will be prompted to review and agree to the terms associated with your Authorization Key. The key will then be emailed to the address you provided during registration. You will also be able to obtain your Authorization Key at any time by logging into your account at <a href="https://www.tx.nesinc.com">www.tx.nesinc.com</a>.

Please contact Pearson Customer Support at (866) 565-4872 if you have any questions about the registration process or about which portfolio system to select.

### 6. Start Building Your Portfolio

Candidates using the Pearson ePortfolio system: Begin building your portfolio in the Pearson system, available through your account on www.tx.nesinc.com. Candidates are encouraged to review the online training available on the program website, which include tips, guides, and video tutorials about building and submitting your portfolio.

Candidates using an integrated edTPA platform provider system: Build your portfolio in the system used by your institution. Review the guide "Transferring Your Portfolio From an Integrated System" when you have completed your portfolio and are ready to transfer it to the Pearson system for submission and scoring.