

COMMISSION ON TEACHER CREDENTIALING

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 SACRAMENTO, CALIFORNIA 95814
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OFFICE OF THE EXECUTIVE SECRETARY



April 26, 1983

82-8322

TO: All Individuals and Groups Interested in the Activities
 of the Commission on Teacher Credentialing

FROM: John F. Brown, Executive Secretary

SUBJECT: 1983-84 Dates, Examination Fees and Registration Procedures
 for Examinations Required by the Commission on Teacher
 Credentialing

This Coded Correspondence is intended to set forth the schedules, fees and registration procedures for all the examinations required by the Commission on Teacher Credentialing for the academic year 1983-84. The information is summarized in a Table at the end of the memorandum. There are a number of details related to the various administration dates, however; you are cautioned against relying only on the Table for pertinent information. The text should be consulted for the particular test or administration date in which you or others might be interested.

The information is organized as follows:

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Erratum: On page 2, paragraph 3, line 3, the first word should be
 CBEST, not credential.

CALIFORNIA BASIC EDUCATIONAL SKILLS TEST (CBEST)

Who Should Take the Test

This test is required for the initial issuance of virtually all credentials, certificates, permits, or added authorizations. Some amendments to the law have been introduced which would exempt applicants for certain credentials, certificates or permits from having to pass the CBEST. If the amendments as presently worded are enacted into law, the exemptions would not be effective until January 1, 1984, but the effective date could be changed as the legislation progresses.

If you are uncertain about whether the CBEST is required for the issuance of a particular credential, you should check with a Credential Officer in a school district or office of a county superintendent of schools, or at any college or university having a credential program approved by the Commission. You may also contact the Commission at (916) 445-7254.

The CBEST is also required as a condition of employment for certain people who may already hold a credential. If you are uncertain about whether the credential is required for employment, you should check with the personnel department of the school district in which employment is to be sought. The Commission staff is not authorized to answer questions regarding employment requirements.

Test Dates, Fees, and Registration Procedures

Test Dates. The test will be administered on July 16, 1983; October 8, 1983; December 17, 1983; March 31, 1984; and July 14, 1984. The various registration deadlines are shown on page 9.

Test fee. The fee for this test is presently \$30.00. A fee of \$35.00 has been proposed, to be effective with the October administration of the test. The actual fee to be charged will be established after a public hearing on June 2, 1983. The 1983-84 CBEST Information Bulletin will show the actual fee to be charged.

Test registration. The procedures and form needed to register for the test will be provided in the 1983-84 Information Bulletin, which will also include a description of the test and sample test questions. A supply of these bulletins will be available about August 1, 1983 in school district and county personnel offices, and in the testing offices of community and four-year colleges or universities having programs that qualify people for credentials, certificates or permits.

School district personnel should note that scores from the October administration will be reported about November 7, 1983. Substitute teachers who need to take the CBEST prior to service in September or October will have to take the test at the July administration.

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NTE COMMON EXAMINATIONS (MULTIPLE SUBJECTS CREDENTIAL)

Who Should Take the Test

The subject matter requirement for the Multiple Subjects Credential may be met by obtaining passing scores on three parts of the NTE Common Examinations. This means of satisfying the requirement is used by credential applicants who have not completed an approved subject matter program in a California institution, or who do not apply for a credential on the basis of reciprocity with another state. The required passing scores are shown on page 13.

Test Dates, Fees and Registration Procedures

Test date. The NTE Common Examinations will not be offered after June 30, 1983. The General Knowledge test discussed below will be used after this date. However, scores obtained on the Common Examinations prior to June 30, 1983 may be used to satisfy the credential requirements for a period of five years from the date the test was taken. A final special administration of the Common Examination has been scheduled for the morning of June 25, 1983.

Test fee and registration procedure. The test fee is \$27.00, and is payable by check or money order on the day of the test administration. Cash cannot be accepted at the test center. Those wishing to take the test at this special administration may register to do so by contacting one of the test centers listed on pages 11-12 by mail or telephone to reserve a place. Information on the time to arrive at the test center will be provided at the time space is reserved.

Note. This final special administration has been scheduled primarily to accommodate those credential applicants who may have passed one or two of the three parts of the test and wish to take the test one more time. Applicants who have not taken the Common Examinations previously are encouraged to take the General Knowledge Test in the NTE Core Battery, unless an institution of higher education specifies that the Common Examination be taken at this special administration. If passing scores on all three parts of the test are not obtained after this administration, there will be no subsequent opportunity to attempt to pass the part(s) that have been failed.

Part scores on the Common Examination cannot be combined with, or used as a substitute for, any part of the General Knowledge Test of the NTE Core Battery.

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NTE GENERAL KNOWLEDGE TEST OF THE CORE BATTERY (MULTIPLE SUBJECTS CREDENTIAL).

Who Should Take the Test

Effective July 1, 1983, the Commission will require a passing score on the General Knowledge Test of the NTE Core Battery for those credential applicants who previously had been required to take the NTE Common Examinations. Scores on this test obtained prior to the effective date of the new requirement will be accepted for five years from the date the test was taken, however. This test, unlike the Common Examinations, yields only a single score.

The score to be used to determine if this test has been passed will not be set until August 6, 1983. Applications for credentials that are accompanied by a General Knowledge Test score report will have to be held until this passing score has been established.

It should be noted that the General Knowledge Test is one of three parts of the NTE Core Battery Examinations. Only the General Knowledge Test is required by the Commission. Each part of the Core Battery is administered separately, and there is a separate fee for each part. The Test Fee information given below is for the General Knowledge Test only.

Test Dates and Fees

This test will be offered at two national administrations (October 29, 1983 and March 24, 1984), three special statewide administrations (June 25, 1983, in the afternoon, January 7, 1984, and June 23, 1984); and one limited "space available" administration (June 14, 1983). The various registration deadlines are shown on page 9.

The test fee for just the General Knowledge part of the Core Battery is \$20.00 if the test is taken at a national administration, and \$30.00 if it is taken at Special administrations. Surcharges for late registration are shown on page 9.

Registration Procedures

The registration procedures are different for each of the three kinds of administrations (national, special statewide, and limited "space available"). These are discussed separately in the paragraphs below.

National administrations. Registration for the national administrations may be completed using forms included in the 1983-84 Bulletin of Information for the National Teacher Examinations. Copies of this Bulletin may be obtained from the testing office of any college or university offering teacher preparation programs.

In California, test registration may also be completed using Ticketron up

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until the day before the test administration. The Information Bulletin gives complete details for Ticketron registration, and should be consulted prior to attempting to register by this means. There is no additional charge for Ticketron registration. The late registration surcharge does not apply to Ticketron registration, but applicants should register early to insure that space will be available.

Special statewide administrations. Registration for the three special statewide administrations may be initiated by contacting one of the test centers listed in pages 11-12 by mail or telephone to reserve a place for the administration. Test fees are to be paid by check or money order on the day of the test administration; cash cannot be accepted at the test center. Registration by Ticketron is not possible for those special administrations.

It should be noted that only the General Knowledge Test will be given at the statewide administration in June 1983, since this administration is offered as a special service to the Commission to aid in the transition from the Common Examinations to the General Knowledge Test. The entire Core Battery will be offered at the two subsequent statewide administrations.

Limited "space available" administration. The entire Core Battery will be offered on a limited "space available" basis on June 14, 1983 at two locations in California (Berkeley and Los Angeles). This is a special service offered by the two western offices of Educational Testing Service, and test center capacity is limited. Reservations should be made as soon as possible at one of the test centers by calling (415) 849-0950 (Berkeley) or (213) 258-8222 (Los Angeles). When calling, ask for NTE Programs.

Test fees are payable by check or money order on the day of the testing; cash cannot be accepted at the test center. It should also be noted that registrations will be accepted after the registration deadline shown in the table, if space is available. Nevertheless, reservations should be made as soon as possible.

NTE SPECIALTY AREA TESTS (SINGLE SUBJECT CREDENTIALS)

Who Should Take the Test

The subject matter requirement for a single Subject Credential may be met by obtaining a passing score on the appropriate NTE Specialty Area Test. This means of satisfying the requirement is used by credential applicants who have not completed an approved subject matter program in a California institution, or who do not apply for a credential on the basis of reciprocity with another state. The required passing scores have not been changed in the last year, and are listed on page 13.

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Test Dates, Fees, and Registration Procedures

The Specialty Area Tests will be offered at two national administrations (November 12, 1983 and April 14, 1984), at two special statewide administrations (February 25, 1984 and July 9, 1984), and at one limited "space available administration" (July 19, 1983) at two locations in California (Berkeley and Los Angeles). More detail on registration dates is given on page 10.

The test fee for the national administrations is \$30.00 for one test; the fee if the test is taken at a special administration (statewide or limited "space available") is \$40.00 for one test.

The registration procedures for the three kinds of administrations are the same as those described on pages 4 and 5 for the NTE General Knowledge Test.

CLEP ENGLISH COMPOSITION WITH ESSAY (SINGLE SUBJECT-ENGLISH CREDENTIAL)

Who Should Take the Test

The CLEP English Composition with Essay Test is now required only of applicants for the Single Subject-English Credential who satisfy the subject matter requirements by examination. This CLEP test is considered to be a part of the subject matter requirement for this credential. The required passing score is 680.

Applicants for credentials other than the Single Subject-English Credential are no longer required to take this test. Obtaining a passing score on the CBEST, which is now required of all credential applicants, will satisfy the writing proficiency requirement for any other credential.

Those people who received a One Year Preliminary Credential for subjects other than English, prior to February 1, 1983, do not have to take the CBEST, but will have to satisfy the writing proficiency requirement for the credential. They may do so by passing either the CBEST Writing test or the CLEP English Composition with Essay Test. The passing score for these credential applicants is 630.

Test Dates and Fees

This test will be administered during the second week of the months of October 1983, January, April and June of 1984. The calendar dates are shown on page 10.

The test fee is \$28.00. There are no late registration surcharges, but registration must be completed four weeks prior to the date of the administration.

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Registration Procedures

Those needing or wishing to register for this test may do so using the registration form included in Moving Ahead With CLEP. This publication may be obtained from the testing offices of most California universities and colleges, or by writing to College Level Examination Program, Box 824, Princeton, N. J. 08541.

Moving Ahead With CLEP includes detailed information on the test centers where CLEP is offered. Care should be taken in using this list of centers, since some of the centers will test only students enrolled at their colleges/universities. Additionally, there are special registration procedures for this particular test, and the test is offered only in the months listed in the table at the end of this memorandum.

The requirement that those who fail the CLEP test must wait six months before retaking it has been waived for those taking the test for a teaching credential.

ADDITIONAL INFORMATION NEEDS

If there are unanswered questions about test requirements, dates, fees or registration procedures, the sources shown below may be consulted as appropriate to the particular information need.

Test Requirements for a Credential

A Credential Officer in a school district office or in the office of the county superintendent of schools or at a college or university offering an approved examination waiver program, or

The Commission on Teacher Credentialing
1020 O Street
Sacramento, CA 95814
(916) 445-7254

CBEST Information Bulletins, Registration, and Special Center Arrangements

CBEST Program
Educational Testing Service
1947 Center Street
Berkeley, CA 94704
(415) 849-0950

National Teacher Examinations Bulletins, Registration or Special Centers

NTE Programs
Educational Testing Service

815 Colorado Blvd., Suite 606
Los Angeles, CA 90041
(213) 258-8222

1947 Center Street
Berkeley, CA 94704
(415) 849-0950

Rosedale Road
Princeton, N.J. 08541
(609) 734-5293

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CLEP Bulletins, Registration Requirements

College Level Examination Program
Educational Testing Service
Box 824
Princeton, N.J. 08541
(609) 921-9000

TEST DATES, DEADLINES, AND FEES FOR EXAMINATIONS REQUIRED BY THE CALIFORNIA
COMMISSION ON TEACHER CREDENTIALING

| | Test Dates | Regular Registration Deadline | Late Registration Deadline | Test Fee |
|--|-------------------|-------------------------------|----------------------------|--|
| CALIFORNIA BASIC EDUCATIONAL SKILLS TEST (CBEST) | | | | |
| | July 16, 1983 | June 20, 1983 | June 29, 1983 | \$30 Regular registration \$33 Late registration |
| | October 8, 1983 | September 12, 1983 | September 21, 1983 | \$35 Regular registration* \$38 Late registration |
| | December 17, 1983 | November 21, 1983 | November 30, 1983 | Same as October 1983 |
| | March 31, 1984 | March 5, 1984 | March 14, 1984 | Same as October 1983 |
| | July 14, 1984 | June 18, 1984 | June 27, 1984 | Same as October 1983 |

NTE COMMON EXAMINATIONS

June 25, 1983 June 4, 1983 Not applicable \$27

NTE GENERAL KNOWLEDGE TEST OF THE CORE BATTERY

Limited "space available" administration

June 14, 1983 June 24, 1983 Not applicable** \$30

Special statewide administration

June 25, 1983 (p.m) June 4, 1983 Not applicable \$30

National administration

October 29, 1983 October 1, 1983 October 8, 1983*** \$20 Regular registration
\$32 Late registration

Special statewide administration

January 7, 1984 December 16, 1983 Not applicable \$30

National administration

March 24, 1984 February 25, 1984 March 3, 1984 \$20 Regular registration
\$32 Late registration

Special statewide administration

June 23, 1984 June 1, 1984 Not applicable \$30

TEST DATES, DEADLINES AND FEES (Continued)

| Test Dates | Regular Registration Deadline | Late Registration Deadline | Test Fee |
|------------|-------------------------------|----------------------------|----------|
|------------|-------------------------------|----------------------------|----------|

NTE SPECIALTY AREA TESTS

| | | | | |
|--|-------------------|------------------|---------------------|---|
| Limited "space available" administration | July 19, 1983 | June 28, 1983 | Not applicable** | \$40 |
| National administration | November 12, 1983 | October 14, 1983 | October 21, 1983*** | \$30 Regular registration \$42 Late registration |
| Special statewide administration | February 25, 1984 | February 3, 1984 | Not applicable | \$40 |
| National administration | April 14, 1984 | March 16, 1984 | March 23, 1984*** | \$30 Regular registration \$42 Late registration |
| Special statewide administration | July 9, 1984 | June 18, 1984 | Not applicable | \$40 |

CLEP ENGLISH COMPOSITION WITH ESSAY

| | | |
|---------------------|------------------------------------|------|
| October 10-15, 1983 | Four weeks prior to administration | \$28 |
| January 16-21, 1984 | Four weeks prior to administration | \$28 |
| April 9-14, 1984 | Four weeks prior to administration | \$28 |
| June 11-16, 1984 | Four weeks prior to administration | \$28 |

* The fee of \$35.00 for the CBEST effective with the October 1983 administration is a proposed fee. The actual fee will be set after a public hearing on June 2, 1983, and will be shown in the 1983-84 CBEST Information Bulletin.

** See text for discussion of the possibility of late registration for the limited "space available" administrations.

*** This late registration fee does not apply to Ticketron registration. Applicants should register as early as possible, however, to insure the availability of space and test materials.

TEST CENTERS FOR SPECIAL STATEWIDE ADMINISTRATIONS OF
NTE EXAMINATIONS

The following test centers have been established for the June 1983 Special State-wide Administration of the NTE Common Examinations and the NTE General Knowledge Test of the Core Battery.

These same test centers will probably also be offering the NTE General Knowledge and Specialty Area Tests at the subsequent Special Statewide Administrations. You will be notified if there are additions to or deletions from this list.

Arcata

Testing Service
Nelson Hall West
Humboldt State University
Arcata, CA 95521
(707) 826-3611

Bakersfield

Director of Testing
California State College, Bakersfield
9001 Stockdale
Bakersfield, CA 93309
(805) 833-2131

Blythe

Personnel Office
Palo Verde Unified School District
187 No. Seventh St.
Blythe, CA 92225
(619) 922-4094

Callexico

Imperial Valley Campus
San Diego State University
720 Heber Avenue
Callexico, CA 92231
(619) 357-3721

Carson

Director, Testing Office-SC C144A
CSU Dominguez Hills
1000 E. Victoria Street
Carson, CA 90747
(213) 516-3909

Chico

Testing Office
California State University, Chico
Chico, CA 95929
(916) 895-6218

Costa Mesa

Chairman, Dept. of Education
Southern California College
55 Fair Drive
Costa Mesa, CA 92626
(714) 556-3610

Fresno

Office of Testing Services
California State University,
Fresno
218 Joyal Administration Bldg.
Fresno, CA 93740
(209) 294-2457

Fullerton

Coordinator, Education Placement
California State University,
Fullerton
800 N. State College Blvd.
Fullerton, CA 92634
(714) 773-3121

Irvine

Director
Officer of Teacher Education
University of California, Irvine
Irvine, CA 92717
(714) 833-5117

Long Beach

Test Center Supervisor
Test Services SSA 216
California State University,
Long Beach
1250 Bellflower Blvd.
Long Beach, CA 90840
(213) 498-4006

Los Angeles

Director
University Testing Bureau
University of Southern California
University Park
Los Angeles, CA 90089
(213) 743-7308

Riverside

Director
Counseling Center
University of California, Riverside
N. Wing Veitch Student Center
Riverside, CA 92521
(714) 787-5531

TEST CENTERS FOR SPECIAL STATEWIDE ADMINISTRATIONS (continued)

Rohnert Park
Psychometrist
Sonoma State University
1801 E. Cotati Avenue-Village 302
Rohnert Park, CA 94928
(707) 664-2947

Sacramento
Director of Testing Center
202 Student Services Center
California State University,
Sacramento
Sacramento, CA 95819
(916) 454-6296

San Bernardino
Test Officer
California State College
San Bernardino
5500 State College Parkway
San Bernardino, CA 92407
(714) 887-7437

San Diego
Psychometrist
Testing Office Library East 560
San Diego State University
5300 Campanile Drive
San Diego, CA 92182-0577
(619) 265-5216

San Luis Obispo
Testing Coordinator
Counseling and Testing Center
211 Administration Building
California Polytechnic State
University, San Luis Obispo
San Luis Obispo, CA 93407
(805) 546-2511

Santa Barbara
Registrar's Office
Testing Services
University of California,
Santa Barbara, CA 93106
(805) 961-2036/2084

Santa Clara
Test Supervisor
Student Development Services
Benson 208
University of Santa Clara
Santa Clara, CA 95053
(408) 984-4172

Stockton
Chairman, Dept. of Education
& Counseling Psychology
School of Education
University of the Pacific
Stockton, CA 95211
(209) 946-2559

Turlock
Director of Testing Services
102 Library Building
California State College,
Stanislaus
801 Monte Vista Avenue
Turlock, CA 95380
(209) 667-3157

Saturday Sabbath Observers may arrange to be tested on Monday at the institutions listed below. Candidates must show a letter signed by a clergyman confirming affiliation with recognized religious groups that observe the Sabbath on Saturday.

If neither of these centers is convenient, Saturday Sabbath Observers should contact the NTE Program Office in Princeton.

Psychometrist
Loma Linda University
La Sierra Campus
Riverside, CA 92515
(714) 785-2079

Pacific Union College
Angwin, CA 94508
(707) 965-7265

ESTABLISHED PASSING SCORES FOR EXAMINATIONS REQUIRED BY THE -13-
CALIFORNIA COMMISSION ON TEACHER CREDENTIALING

The scores required in 1983-84 to pass the various examinations used by the Commission on Teacher Credentialing will not be changed from those in effect in the 1982-83 academic year. No appeals from these passing score requirements are possible for any test taken after January 31, 1979.

The required passing scores are shown below.

- CALIFORNIA BASIC EDUCATIONAL SKILLS TEST (CBEST)

A total score of 123, with no part score (Reading, Mathematics or Writing) below 37.

- NTE GENERAL KNOWLEDGE TEST To be set August 5, 1983

| | Date of Examination | | |
|--|---------------------------------|----------------------------------|----------------------------|
| | April 1, 1978- July 31, 1979 | August 1, 1979- July 31, 1980 | August 1, 1980- Current |

- NTE COMMON EXAMINATIONS

| | | | |
|--|----|----|----|
| written English Expression | 60 | 61 | 60 |
| Social Science, Literature & Fine Arts | 60 | 63 | 62 |
| Science & Mathematics | 62 | 62 | 62 |

- NTE SPECIALTY AREA TESTS

| | | | |
|--|-----|-----|-----|
| Agriculture (Formula Score) | 75 | 75 | 75 |
| Art Education | 622 | 630 | 620 |
| Biology & General Science | 676 | 680 | 680 |
| Business Education | 629 | 640 | 630 |
| Chemistry, Physics, & General Science | 628 | 630 | 630 |
| English Language & Literature | 618 | 620 | 620 |
| French | 613 | 670 | 680 |
| German | 631 | 630 | 630 |
| Home Economics Education | 647 | 650 | 650 |
| Industrial Arts Education | 626 | 630 | 640 |
| Mathematics | 632 | 670 | 630 |
| Music Education | 616 | 630 | 620 |
| Physical Education (Feb. 1976 to present) | 623 | 640 | 640 |
| Social Studies | 627 | 630 | 630 |
| Spanish | 636 | 650 | 650 |
| Educational Administration & Supervision (Jan. 1, 1977 to May 31, 1979) | 673 | | |
| Reading Specialist/Miller-Unruh | 560 | 630 | 630 |
| Introduction to the Teaching of Reading | 680 | 680 | 680 |

- CLEP ENGLISH COMPOSITION WITH ESSAY

| | | |
|-----------------------------------|-----|-----|
| Single Subject-English Credential | 680 | 680 |
| All Other Credentials | 630 | 630 |

Note: Scores may be used to meet credential requirements for five years from the date the test was taken. Anyone tested during 1979-80 who obtained scores that were lower than the passing score at that time but are at or above the current passing score may appeal to the Commission for qualification by the current standards.