



CODED CORRESPONDENCE

DATE: June 23, 2011	NUMBER: 11-08
TO: All Individuals and Groups Interested in the Activities of the Commission on Teacher Credentialing	FROM: Teri Clark Acting Executive Director Commission on Teacher Credentialing
SUBJECT: CPACE Website Opens and Changes to the 2011-2012 CBEST, CSET, CTEL, and RICA Programs	

Summary:

This coded correspondence contains information about the newly opened registration website for the California Preliminary Administrative Credential Examination (CPACE). Additionally, it details a number of changes that will be made during the 2011-2012 program year for the California Basic Educational Skills Test (CBEST), California Subject Examinations for Teachers (CSET), California Teacher of English Learners (CTEL) Examination, and Reading Instruction Competence Assessment (RICA).

Key Provisions:

CPACE Program Website Now Available

The website for the CPACE was launched in April and may be accessed through <http://www.ctcexams.nesinc.com>. The CPACE site includes information about study materials and test design for both the required written and video components, registration procedures, the June 2011-June 2012 test dates, and other information. The study materials include the CPACE Content Specifications, an annotated bibliography, and, for the written component, sample test questions. The first computer-based testing window for the CPACE-Written was June 16-22, 2011. The first CPACE-Video submission deadline was June 22, 2011. It is anticipated that the minimum passing scores will be determined for both the CPACE-Written and CPACE-Video at either the August or October 2011 Commission meeting with individual scores distributed three to four weeks later.

Changes to 2011-2012 CBEST, CSET, CTEL, and RICA Programs

More Administrations Offered Through Computer-Based Testing and at More Testing Sites

Beginning in 2011-2012, the CSET: Multiple Subjects, CSET: Writing Skills, RICA: Written Examination, and CTEL examinations will be offered as computer-based tests

(CBT) and no longer given as paper-based tests (PBT). Even though the testing format is changing, the test content, number of questions, and passing scores will remain the same. The CBEST will continue to be offered through both computer-based and paper-based testing.

Because of the increasing number of examinations offered as CBT, Evaluation Systems group of Pearson is working with Pearson VUE to open more testing centers throughout California. CBT examinations are currently offered in 16 California geographical areas, and sites in additional areas will open beginning in August. Pearson VUE is also expanding the number of national and international CBT centers, including all Defense Activity for Non-Traditional Education (DANTE) locations. Evaluation Systems will closely monitor the testing volumes and open new centers, as needed.

Additional Administrations Offered for Numerous Examinations

Beginning with the 2011-2012 testing year, a number of the examinations will be offered more frequently. This will allow candidates more opportunities to take the examinations and greater flexibility to schedule testing during significant periods in their training.

The computer-based CBEST, CSET: Multiple Subjects, CSET: Writing Skills, and RICA Written Examination will be offered year-round, by appointment only, Monday through Saturday (excluding holidays). Individuals who need to retake the test or a specific subtest may sit for it again after 45 days. For the CBEST CBT, this change in policy will increase testing opportunities from 9 times to 15 times per year. As before, individuals do not need to wait 45 days if they wish to retake a failed CBEST CBT subtest as a PBT or if they wish to take a different CBT subtest.

The computer-based CTEL will be available during four testing windows each year. This doubles the opportunities compared to the previous two paper-based test dates available annually.

Four of the CSET: Languages Other than English (LOTE) examinations will be offered additional times during the year as paper-based tests. They are all Single Subject and Bilingual Authorization subtests for Spanish, Mandarin, Cantonese, and Korean.

Appendix A lists all examinations offered for CBEST, CSET, CTEL, and RICA and indicates which will be offered more frequently and which will remain the same as prior years. It also indicates the first administration date for the August 2011-July 2012 testing year.

Admission to the Testing Site

Commencing on and after August 6, 2011, examinees are required to bring official identification, as described in the examination registration website, to PBT sites just as they currently do for the CBT sites. Examinees will no longer have the option of completing a personal identification information form at the PBT site and submitting verification of their identity later. Without proper identification, individuals will not be admitted to the test and will not receive a refund or credit of any kind. Examinees who lost their official identification prior to an examination and have not replaced it before the

test date should contact Evaluation Systems immediately for assistance. Additionally, all California CBT testing sites will require palm scans for security purposes.

As a reminder, the following security practices were implemented last year: (1) mechanical pencils are not allowed in the PBT testing room, (2) cell phones are not allowed at the PBT site or in the CBT testing room (and possession will result in voided scores), and (3) hats or headwear may not be worn in the testing rooms (except for medical or religious purposes). Examinees who need to bring medical devices, such as inhalers, into the testing room must have prior approval through the Alternative Testing Arrangements process. For more information on prohibited materials and the Alternative Testing Arrangements process, individuals should review the examination registration website and, if after reviewing the information, the individual having a question or concern should contact Evaluation Systems.

Fee Changes

Beginning in August, there will be a number of changes to the various registration fees. In general, the PBT test fees have either been reduced or, for the CBEST and RICA Video Performance Assessment, remained the same. The test fees for the computer-based CSET: Multiple Subjects, CSET: Writing Skills, and RICA-Written Examination will increase to cover the additional costs related to such enhancements as year-round administrations, higher security, and more technological and comfortable testing environments, while the test fees for the CTEL and CBEST CBT will decrease. The specific fees will be listed on the 2011-2012 program websites, which will be available this summer.

Score Verification No Longer Available for Multiple-Choice Questions

Beginning with the new testing year, individuals who fail a PBT examination may not have their multiple-choice questions verified, which is also the current CBT policy. During the scoring process, these questions will continue to be scored electronically using a process that is virtually error free. In the instances where score results show a possible irregularity, the computer flags them and they are then hand-scored. To date, no request for verification of multiple-choice questions has resulted in a changed score. Score verification for constructed-response subtests and sections will still be available for both the PBT and CBT examinations.

Helpful CBT Site Information

Along with the customary examination-specific preparation materials found at the current program websites, the 2011-2012 websites will offer the candidates a preview of the CBT tutorial that they will take prior to testing, which demonstrates how to navigate through the test, indicate answers, and use other CBT features. To help acquaint the candidate with the testing experience, the websites will also offer a virtual tour of a standard Pearson VUE test site, including a testing site video tour, floor plan, and informational text with photographs. Those interested in viewing the tour can now access it through the CPACE website.

Releasing Score Reports

For 2011-2012, candidates will be receiving their score reports sooner than the current turnaround time for the computer-based CBEST, CSET: Writing Skills, CTEL, and RICA Video Performance Assessment. Evaluation System will also release score reports to designated score recipients on the same dates as the official score reports are released to candidates rather than afterwards.

Panel Member Recruitment Website

The Commission relies heavily on authoritative recommendations when creating new examinations or re-evaluating existing ones. An initial step in this development work is to establish a panel of content experts representing California public school personnel and program sponsor faculty. To assist the Commission in advertising for qualified educators, Evaluation System is creating a website devoted to panel member recruitment for future test development.

Important Dates:

CPACE

- April 4, 2011: CPACE website available
- June 16, 2011: First CPACE administration
- August/October 2011 Commission meeting: Passing standards for CPACE determined
- Three to four weeks after August/October 2011 Commission meeting: CPACE scores for the June 2011 released

Changes to 2011-2012 Examination Administrations

- June 2011: Last PBT administration of CTEL and RICA Written Examination
- July 2011: Last PBT administration of CSET: Multiple Subjects and CSET: Writing Skills
- Summer 2011: 2011-2012 examination program websites open
- 2011-2012: Fee Changes
- 2011-2012: Only proper identification allowed at the PBT sites as currently required at CBT sites
- August 6, 2011: Initial CBT administration of year-round CBEST and RICA: Written Examination
- August 6, 2011: Score verification for multiple-choice questions no longer available beginning with 2011-2012 test administrations
- September 6, 2011: Initial CBT administration of year-round CSET: Multiple Subjects and CSET: Writing Skills
- November 15, 2011: Initial CBT administration of the CTEL

References:

Transitioning from SLLA #1010 to CPACE, Coded Correspondence 10-17, dated October 20, 2010: <http://www.ctc.ca.gov/notices/coded/2010/1017.pdf>

CBEST, CPACE, CSET, CTEL, and RICA websites, including Evaluation Systems contact information: <http://www.ctcexams.nesinc.com>

Contact Information:

Questions concerning the launching of the CPACE website and 2011-2012 examination enhancements:

Contact the Commission's Examination and Research Unit by email at exams@ctc.ca.gov.

Questions concerning credential requirements:

Contact the Commission's Information Services Unit by telephone at 888-921-2682, Monday through Friday 12:00 pm to 4:45 pm or by email at: credentials@ctc.ca.gov.

Questions concerning test administration:

CBEST, CPACE, CSET, CTEL, and RICA websites, including Evaluation Systems contact information: <http://www.ctcexams.nesinc.com>

Appendix A

Test Administration Schedule

<i>Examination</i>	<i>Annual Administrations Beginning with the 2011-2012 Testing Year</i>	<i>First 2011-2012 Testing Date</i>
<i>CBEST</i>		
CBEST CBT	year-round	August 6, 2011
CBEST PBT	remains 6 times a year	August 6, 2011
<i>CSET</i>		
CSET: Multiple Subjects	year-round	September 6, 2011
CSET: Writing Skills	year-round	September 6, 2011
CSET: Spanish	6 times a year	September 10, 2011
CSET: Mandarin	4 times a year	September 10, 2011
CSET: Cantonese	4 times a year	September 10, 2011
CSET: Korean	4 times a year	September 10, 2011
Remaining CSET exams	remain 2-6 times a year, depending on the specific CSET test	September 10, 2011 for those offered 4 or 6 times a year November 5, 2011, for those offered twice
<i>CTEL</i>		
CTEL	4 one-week CBT windows annually	November 15, 2011 (windows also in March, May, and August 2012)
<i>RICA</i>		
RICA Written Examination	year-round	August 6, 2011
RICA Video Performance Assessment	remains 3 submission deadlines	November 18, 2011 submission date