



**Standardized Examinations and COVID-19
Frequently Asked Questions
April 7, 2020**

This document provides answers to frequently asked questions related to standardized examinations for credential candidates and programs during the COVID-19 emergency. This document will be updated regularly as more information becomes available.

- Q1. I need to finish the RICA examination for my credential but my school is closed/offering online instruction only/offering packet-based instruction only/not offering any instruction.
- A1. Programs will be able to request a Variable Term Waiver (VTW) for candidates who need to pass the RICA examination in order to complete the program by summer 2020. Candidate information about this process is reprinted below:

“Dear candidate,

We are writing to let you know how your program has been working with the Commission on Teacher Credentialing during this unprecedented COVID-19 crisis. We know that the situation has impacted you and we are working together to ensure that you can complete your program as soon as possible.

Your preparation program has the opportunity to request approval from the Commission to be able to recommend current candidates who were scheduled to complete a Commission-approved educator preparation program in Spring/Summer 2020 but have been impacted by the COVID-19 Health and Safety Restrictions for a waiver of time to complete credential requirements.

This Variable Term Waiver (VTW) will allow candidates to begin practice—teaching or providing services in the credential area sought—in the 2020-21 school year while

providing the candidate one year of additional time to complete any remaining credential requirements. These requirements may include completing coursework, clinical practice hours required for the credential, examinations required for credential recommendation such as the RICA, and a performance assessment, if required for the credential.

Once the Commission approves institutions to recommend candidates who were scheduled to complete the educator preparation program in Spring/Summer 2020 but were impacted by COVID-19, the institution will be able to work with candidates to apply for a Variable Term Waiver. The Commission is looking for ways to minimize the impact of this current situation on candidates. Please know we will continue to work with your program so that you can complete your program as soon as possible. Additional information regarding the pathway to a preliminary credential for candidates serving on a VTW will be forthcoming.”

- Q2. I need to finish one or more subtests of a CSET examination for my program admission process.
- A2. Preparation programs have flexibility in terms of their program admission requirements under the present circumstances. Candidates should contact their intended preparation program for further information.**
- Q3. I need to finish one or more subtests of a CSET examination/CBEST examination to meet my credential renewal requirement(s) for out-of-state or out-of-country prepared candidates.
- A3. The Commission is presently working on flexibility options for individuals in this situation, and will post current information as it becomes available on the Commission’s COVID-19 webpage. The intent is that candidates who are impacted by the COVID-19 pandemic will be able to secure an additional year on the current document (without having met the stated renewal requirement) and this will allow the candidate to complete the credential renewal requirements.**
- Q4. My exam scores will expire but I am unable to complete the subtest(s) that I still need to pass.
- A4. The Commission is presently working on flexibility options to extend the validity period for an additional year for individuals in this situation, and will post current information as it becomes available on the [Commission’s COVID-19 webpage](#).**
- Q5. Can we take credentialing examinations (CBEST, CSET, RICA, etc.) online from home?
- A5. Credentialing examinations may not be taken online from home for several reasons, including the need to maintain strict test security, the need to maintain a secure testing environment, the need to accommodate those candidates with approved**

alternative testing arrangements, the need to use the testing contractor's proprietary software delivery system matched to each candidate's profile and examination being taken, and complex uploading procedures for scoring purposes.

Q6. I need to take credentialing examinations to qualify as an intern starting in August 2020.

A6. The Commission is presently working on flexibility options for individuals in this situation, and will post current information as it becomes available on the Commission's COVID-19 webpage.

Questions? Email ClinicalQuestions@ctc.ca.gov