**Question** | **Answer**
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If we drop a person from finisher list, does that omit them from test pass rate accountability? | This depends upon a number of factors. Please contact mark.olofson@tea.texas.gov if you wish to follow up.
Will Family Consumer Science tests count for accountability? | This depends upon a number of factors. Please contact mark.olofson@tea.texas.gov if you wish to follow up.
What happens to the candidates who set up their own TEA ID but did not fill in gender and ethnicity? | When the system calculates the numbers for populating the APR, candidates without gender or ethnicity are counted in the "All" total but not counted in the gender or ethnicity totals.
Is there a bi-racial ethnicity and is there an "Other" gender category for those that don't identify as male or female? | The categories listed are those that are currently used for ASEP and the APR. These may change in the future.
This would be important for candidates if they have to fill this in for certification. Forcing candidates to pick one or the other gender listed would not be accurate according to how they identify. | The categories listed are those that are currently used for ASEP and the APR. These may change in the future.
What ethnicity do we use for APR is their ethnicity in our university SIS is one thing but they self-report a different ethnicity when they set up their TEA account? | For the values for applied, you should report based on the best information that has been reported to you.
Will the exceptions form be accepted as well during the review period after 9/15 | Our goal is for all exceptions to be turned in by 9/15; however, we recognize that a limited number of additional exceptions may emerge during the review & reconciliation period. Additional exceptions must be filed before the end of the reconciliation period, prior to October 18.
For Observations, do we need to include those that were deactivated in the exception letters? | The pre-defined reasons for Obs. Exceptions incl. Deactivated INT/PRO/PROX certificate, Issued STD Certification Before Completion of Additional Internship, Educational Aide Exception from THECB, EOTC Instructor, Candidate placed on Administrative Leave, Other Reason (include additional detail).
What are exceptions for Survey? Region One may need a roster. | The reasons for exceptions are found on the Exception forms posted on the Program Provider Resources page on the TEA website. Please follow up with mark.olofson@tea.texas.gov if you need your roster.
What are we supposed to submit with the survey roster or exemption forms? | Please refer to the communications that came with the survey rosters and exception forms. Only the forms are required for submission.
When uploading "Finisher Records in Bulk", for "Other Enrolled", should all exams passed be included? | All certificates sought by the candidate must appear on the Finisher Records list.
So to clarify, you CAN delete a candidate that was admitted in the same reporting year and not have to wait until the start of the new year. Do they need to go on an exception letter? | You must remove a candidate who left the program prior to 8/31 from this year's finisher records list. You would not need an exception letter, but your Program Specialist may point out that the individual is on the GPA spreadsheet but not on the Finisher Records list. Just respond that the individual left the program.
The 2018 GPA Spreadsheet Data Dictionary on the TEA Website is the December 2017 version. When will 18-19 be available? | There haven't been substantial updates to the GPA spreadsheet, so we did not produce a new Data Dictionary. You should be fine to use the posted one. Thanks!
what if our university uses several different things for admission like TSI, ACT or SAT? Do we only input the SAT or ACT if that particular student was admitted with this item? For example, Student A was admitted using TSI but student B was admitted using SAT scores. Do I only input the SAT scores for student B and leave student A blank? | The requirement is to report the SAT, ACT, and/or GRE scores if they are collected by your institution. This is true even if you do not use them for any admission purpose into the EPP. Separately, you must also report how the candidate met the basic skills requirement. If the SAT score happened to be the way the person demonstrated basic skills, then you would list an E in the Basic Skills column because the SAT score is one of the exceptions in 19 TAC 4.54.
The GPA spreadsheet has a column for content GPA for formal admission only if we require it. However, it's not part of our requirements we then have to place candidates on an exception letter? | The content hours and content hour GPA reported in columns H and I is data that all EPPs are required to submit. Every candidate must have completed a minimum of 12 semester credit hours in the subject area of the certificate sought (or 15 if math or science) or must have passed a pre-admission content test prior to admission. Those hours and the GPA of those hours are reported in columns H and I. Note that this is separate from the admission GPA data reported in columns E-G.
The first time test approvals can't equal the same number of candidates on the GPA spreadsheet and APR if we are counting the eligible status in addition to the approved for one attempt unless candidates are not counted multiple times for each test they have approval/eligibility for. Please clarify. | The candidate is uploaded for one or more tests using the same admission date for any/all tests uploaded. When comparing number admitted between the GPA spreadsheet and test approval list, the candidate is counted and not the number of tests or status changes uploaded for that candidate (unless the admission dates are different).
Does this include entering observations for school counselor only candidates? | We recommend beginning to enter these observations now.
Can we enter "see file" for all observations or do we need to have a comment? | Yes
For non-teacher we would be happy to be on a task force to talk through coding that matches their practicum observations better, which can happen over multiple courses and multiple semesters, which may not be the same across non-teacher certification programs. CLIN 141 may not work for those? | Thank you for your willingness to participate. We will work with our IT department to understand the scope and timeline of adding an option for these observations, and will reach back out to the field once we have more information.
We would like to talk with you too about a code for two-semester student teaching that reaches back out to the field once we have more information. | CLIN 142 is used for that purpose. Please see the observation schedule in 19 TAC 228.35(g) for guidance.
If a candidate comes into the program with a passing PACT, but do not have any hours of the content (the exam they passed) on their transcripts. Are we still required to put data in columns H and I? | TAC allows a passed content exam if the candidate does not meet the content hour requirement at admission. You must still report whatever hours the candidate has and the GPA of those hours. If the candidate has 0 hours then report 0 but for the GPA, leave that space blank.
If a candidate enters with PACT scores, do we still enter them in the eligible column? | Yes enter the content test as "Eligible" even if it was passed via the PACT route.
If we admit a candidate that has passed the exam PACT, do we still add them on our test approvals as Eligible even though they will not obtain approval to test since they passed the exam? | Yes enter the content test as "Eligible" even if it was passed via the PACT route.
For candidates that have passed PACT for admission - do we make Eligible for PPR? | Yes, it is advised that you enter all tests that will have to be passed at one time to avoid mistakes in admission dates and testing routes later on.
I've completed this process; do I need to go back and add this tadeconal "new" step? Of adding PACTed content exams? | Yes
Has there been any discussion of making the maintain test list available for download? | This is an update to ECOS that has been identified; while it is not part of the 8/16 update, we do understand that this would be useful for programs, and have created a request with our IT for this update
As of August 16 will we be able to bulk upload other enrolled and/or finisher to existing candidates rather than one at a time? | Please contact your program specialist

What do we do if candidates have test approval that we did not give. It looks like they were in another program previously.