

Questions from ASEP Admissions Webinar August 26

Question	Answer
On the finisher list, will the traditional route continue to be listed with the professional certs?	Yes, the maintain finisher list will include, by year selected, all program types (ALT, PB, TRAD), and should incl. all certs including professional. Programs will need to select PB or ALT for professional certs, since those are the two routes for those certs.
What is an example of an exception?	Please see the 2018-2019 data reporting manual or the individual request for exception forms for this information. These are available on the Program Provider Resources page
How do we submit the exception requests for 2018-2019?	Please use the associated Request for Exception form, available for download on the Program Provider Resources page. You should then send this via a Help Desk Ticket.
So we will no longer be reporting years of service, highest degree completed, certificaion expiration date for the professional certificates?	EPPs are expected to retain that information and be able to provide it during an audit or upon request.
Can you please clarify once again of a candidate who is admitted but passed their math 7-12 exam...what if they do not have the subject area hours?	As is the current process on the GPA spreadsheet, even if the number of subject area hours is 0 and the candidate is admitted with a passed content exam, you will need to enter a valuefor subject area hours and a value for GPA. You will need to enter this information for any certificates in which the candidate was admitted.
If they PACT, does EPP have to enter cert field?	Yes
If a candidate is admitted with a passed PACT exam, do we need to include the subject hours and subject GPA for that area no matter what? If they are admitted with multiple passed exams, do we need to include the hours and GPA for each area?	As is the current process on the GPA spreadsheet, even if the number of subject area hours is 0 and the candidate is admitted with a passed content exam, you will need to enter a valuefor subject area hours and a value for GPA. You will need to enter this information for any certificates in which the candidate was admitted.
And that is subject area hours at entrance to EPP?	Yes, subject hours at admission to the EPP are reported
Does a supplemental certificate require hours and a subject area GPA?	All teaching certificates entered in to the admissions screen require a subject area hours and GPA. So, yes.
Will supplemental exams (BIL,ESL,SPED) only be added in ASEP/tesing and not admissions? Due to no content GPA to supply?	If an EPP admits them for the certificate, this should be reflected with an admission record. On the admission record you will be able to identify the hours and GPA in each certificate area, even if the number of hours is 0.
We will not longer enter gender or ethnicity is that correct?	Gender and Ethnicity will be supplied by the candidate when they complete their educator record.
What about candidates admitted with TSI scores or TSI complete/exempt?	Evidence that candidates met basic skills requirements at admission will not be collected on the admissions page. EPPs are expected to retain that information in candidates' records and be able to provide it during an audit or upon request.
How do you report TOEFL scores? Was it still listed on the form?	TOEFL scores are not reported through this process. EPPs are expected to retain that information and be able to provide it during an audit or upon request.
What if a candidate needs a P-Number? Will we be able to create it through the admission record?	We have removed the functionality for EPPs to independently generate P Numbers. It is vital for educators to be able to control and protect their own information. A candidate may not use P numbers for fingerprinting or for the issuance of certificates. If a P number is needed for a Pre-Admission Content Text (PACT), the candidate should request a P Number while creating their own educator account. They can do this by going to tea.texas.gov, clicking on TEAL Login, and then selecting Request New User Account.
Just overall scores for the ACT, SAT, GRE?	Yes, overall scores

What about PACT Scores? Also what if student is exempt, no Sat, GRE or ACT?	PACT scores are not reported via this process. SAT, ACT, or GRE scores that are required for admission into the institution must be reported by the EPP. This is the same as for the current GPA spreadsheet process.
For SAT score on the admissions screen is it overall SAT or separate for math, reading, and writing?	Please report overall scores
What if an EPP uses combined SAT/ACT/GRE scores? How handled?	If the institution requires SAT, ACT, and/or GRE scores for admission into the institution, then the EPP must report those scores for each candidate. Report all that are collected
Where on the menu do we click to start entering information on an individual basis?	Click on Admission Search under the ASEP menu
If candidates have been admitted with a date after 9/1/19 and claimed in TEA by adding testing and ASEP information, will we need to include them in the bulk upload using the new admission system?	If the candidate is admitted 9/1/2019 or after, you will enter their admission record first. The system will not let you enter a test approval record without an admission.
if you make them a finisher will the admission list automatically update	Updates to the finisher record list do not impact the admission record. The link in the admission report simply directs you to the candidate's finisher record.
Can you search more than one reporting year simultaneously?	You can only search within one reporting year at a time
would it be possible to have at least a last name column?	On the report, the name field is sortable by last name. Additional requests for updates will be gathered and considered in light of other needed updates to ECOS.
Does this have a bulk download function?	Yes. Reports can be downloaded as .csv or .txt files
Can the View the Report page be downloaded into an Exel spreadsheet?	The report can be exported as a .csv, which can be opened in Excel
Will this presentation be available for download later?	Yes, this presentation will be available for viewing via a link on the Program Provider Resources page
I sent request to Help Desk over a week ago & have not received a response. How long should it take? The concern was a certificate issued without all certification areas shown.	The Help Desk system will be live as of 9/5/2019. If you have additional questions please reach out to your Program Specialist.
Who will be our specialist after Kerri retires?	The Educator Preparation Team has no personnel announcements to make at this time. However, EPPs will be notified when a new program specialist joins our staff.