Texas Examinations of Educator Standards™ (TExES™) Program

2013–14

Registration Bulletin

TEST DATES

Paper-based Testing
September 28, 2013
June 7, 2014

Computer-administered Testing
Information about test dates and registration deadlines is on page 7.

For the most up-to-date information, visit the ETS TExES website at www.texas.ets.org.

Policies in this Registration Bulletin are in effect from September 1, 2013, through August 31, 2014.
Texas Education Agency Privacy Policy

Because of laws protecting confidentiality and privacy, only you can register yourself for a test or make inquiries regarding your registration status.

Texas Education Agency (TEA) and Educational Testing Service (ETS) are committed to protecting the integrity of personal information provided during the registration process, as well as any information generated internally that is specifically pertinent to you, and to keeping all such information secure from unauthorized access and use.

Accordingly, it is the policy of TEA and ETS not to share your private information with anyone other than TEA and ETS (including relevant employees, agents, contractors or professional advisors thereof) and any institution, entity or person required or authorized by law to receive and/or access this information.
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REGISTRATION

See pages 16–33 for detailed information about test registration.

► TExES™ Computer-Administered Tests (CAT)
You can register for TExES CAT tests online or by phone. (See pages 16–33 for more information on registration.)

► TExES Paper-Based Tests (PBT)
The TExES Braille test (183) is the only TExES test that is administered as a PBT test. You can register for this test online or by phone. Registration by phone is available only during the emergency registration period. A variety of electronic payment methods are available. Registration by mail is available only for test takers who are requesting Monday testing. (See pages 30–31 for information about payment under “Fees for Tests and Related Services.” See pages 16–33 for more information on registration.)

TEST TAKERS WITH DISABILITIES OR HEALTH-RELATED NEEDS

► ETS is committed to serving test takers with disabilities or health-related needs by providing services and accommodations that are reasonable and appropriate given the purpose of the test. Testing accommodations are available for test takers with disabilities or health-related needs who meet ETS requirements.

► If you are requesting testing accommodations, including oral instructions for directions, you must register by mail through ETS Disability Services and have your accommodations approved before you register to test. Do not schedule your test until your accommodations are approved, and do not register online. Documentation review takes approximately six weeks once your request and documentation are received. You should submit your request as early as possible before your preferred test date.

► The 2013–14 Bulletin Supplement for Test Takers with Disabilities or Health-Related Needs for TExESTM, TExMaTTM, TASC™ and TASC–ASL™ contains contact information, procedures for requesting testing accommodations and registration forms. The Supplement should be used together with the information in this Registration Bulletin. The Supplement and the Registration Bulletin can both be downloaded free of charge from the “Alternative Testing Arrangements” section of the ETS TExES website at www.texes.ets.org. Disability documentation policy statements and forms are available through the ETS website at www.ets.org/disabilities/documentation.

► To request a large-print copy of this Registration Bulletin, contact ETS Disability Services. (See “Disability Services” on page 14.)

► See ETS’s “Tips for Test Takers with Disabilities” available online at www.ets.org/disabilities/tips.

FREE TEST PREPARATION MATERIAL

► The Preparation Materials section of the ETS TExES website at www.texes.ets.org is organized to help you quickly locate the materials you need. Links to information about the tests, how they are developed, studying for a test, last-minute tips and test familiarization have been added for easy reference.

► Preparation manuals for each test are available for download in the Preparation Materials section of the ETS TExES website at www.texes.ets.org. Each preparation manual includes the test framework, a detailed test description, sample questions with answers and test-taking strategies. Supplemental preparation materials and other resources are also listed in each manual. All new preparation manuals are being enhanced with features that make them more interactive when viewed on a computer, with bookmarks and links to help you navigate to different sections of the manuals.

► A Test at a Glance for each test is also available for download in the Preparation Materials section of the ETS TExES website at www.texes.ets.org. This is a great study resource because it gives you a quick look at the basic information about the test: test name and code, length of test session, number and types of questions, format (CAT or PBT), number of domains and the approximate percentage of the test for each one and finally a complete list of the domains and competencies. The list of test titles on the ETS TExES website has links to each corresponding Test at a Glance.

► New test preparation resources — Interactive Practice Tests — are being created for several TExES test titles. Interactive Practice Tests are full-length practice tests that include correct answers, explanations for correct answers and an automatic score summary report. Pedagogy and Professional Responsibilities EC–12 (160) is available now; later this year, look for Mathematics 7–12 (235) and Science 7–12 (236). They can be downloaded from the Preparation Materials section of the ETS TExES website at www.texas.ets.org.
FREE TEST PREPARATION MATERIAL (continued)

► An interactive demonstration of the TExES CAT tests is available in the ETS online registration system. This demonstration gives you a chance to see what a CAT test looks like and lets you practice navigating the test. After you create your ETS testing account (see pages 23–24) and log in, you can access this demonstration from the Test Preparation Resources link in the left-hand navigation.

► A video about preparing and studying to take a test is available in the Test Preparation section of the ETS TExES website at www.texes.ets.org. The video includes tips for dealing with test anxiety.

► A webinar about the Bilingual Target Language Proficiency Test (BTLPT) Spanish can be accessed on the ETS TExES website. This webinar is designed to help you prepare to take the test and provides information and tips you need to be successful. It includes an overview of the two constructed-response sections (Oral and Written Expression) along with some common candidate miscues and tips for success for these sections of the test. You can access the BTLPT Spanish webinar at any time on the ETS TExES website at www.texes.ets.org.

► There are writing sections in the French, German, and Spanish assessments that require you to enter written responses on the computer. An alternate character toolbar for inputting accents and characters is built into these assessments, specific to the language being tested. A tutorial in each language is available on the TExES website at www.texes.ets.org. These tutorials allow you to practice using the toolbar prior to taking the assessment. You are strongly urged to take the appropriate tutorial and practice before the day of the test if you are taking the French, German, or Spanish assessment.

► A tutorial is now available for the new online calculators that are built into the testing software. The tutorial walks you through how to use the online calculators and allows you to practice using them before test day. You can find this tutorial in the Preparation Materials section of the ETS TExES website at www.texes.ets.org.

► Two other publications that may be helpful in preparing to test are Reducing Test Anxiety and Study Tips: Preparing for the Texas Educator Certification Tests. Both of these are available as free downloads in the Preparation Materials section of the ETS TExES website at www.texes.ets.org.

ON THE TEST DAY

► You must arrive at the designated test center no later than the Test Reporting Time listed on your admission ticket. If you arrive after that time, you will not be admitted and your test fee will be forfeited. (See “Admission to the Test” on page 35.)

► You are not allowed to bring cell phones, smartphones (e.g., Android™, BlackBerry®, iPhone®), tablets, personal digital assistants (PDAs) and other electronic, listening, recording, scanning or photographic devices into the test center. If you are found to be in possession of any of these devices before, during or after the test administration (including breaks), your device may be inspected and/or confiscated for security reasons and you will be dismissed from the test. Your test fees will be forfeited and your scores will be canceled, even if dismissal is not enforced on the day of the test. Test administrators are not permitted to hold cell phones for anyone during the test administration.

► Some types of watches (e.g., calculator, computing, digital, watches with alarms, stop watches) are not allowed in the test room; you may be asked to remove your watch and store it during the administration.

► You may be photographed and fingerprinted for ID confirmation. See page 47 for further information. If you refuse to be photographed and fingerprinted, you will not be permitted to test and your test fees will be forfeited.

► Review the ID requirements on pages 36–38 and take the required documents with you. Without the required ID documents, you will not be permitted to test and your test fees will be forfeited.

For other important information regarding the test day, see

► Test Center Procedures and Regulations (pages 38–40)
► Cancellation of Test Scores by You (page 45)
► Cancellation of Test Scores by ETS (pages 45–46).
# 2013–14 TExES Test Dates, Registration Deadlines and Score Reporting Dates

**CAT**

**Continuous**

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
<th>Scores Available*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Available in the online registration system on the ETS TExES website</td>
<td>up to 2 days before the test date</td>
<td>within 7 days of the test date</td>
</tr>
</tbody>
</table>

**Limited-Administration (Multiple-Choice Only)**

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
<th>Scores Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/23/13 – 10/26/13</td>
<td>6/1/13 – 10/21/13</td>
<td>by 1/1/13</td>
</tr>
<tr>
<td>1/8/14 – 1/11/14</td>
<td>9/16/13 – 1/6/14</td>
<td>by 1/17/14</td>
</tr>
<tr>
<td>3/12/14 – 3/15/14</td>
<td>11/18/13 – 3/10/14</td>
<td>by 3/21/14</td>
</tr>
<tr>
<td>4/16/14 – 4/19/14</td>
<td>12/23/13 – 4/14/14</td>
<td>by 4/25/14</td>
</tr>
<tr>
<td>5/21/14 – 5/24/14</td>
<td>1/27/14 – 5/19/14</td>
<td>by 5/30/14</td>
</tr>
<tr>
<td>6/18/14 – 6/21/14</td>
<td>2/24/14 – 6/16/14</td>
<td>by 6/27/14</td>
</tr>
<tr>
<td>8/20/14 – 8/23/14</td>
<td>4/28/14 – 8/18/14</td>
<td>by 8/29/14</td>
</tr>
</tbody>
</table>

**Limited-Administration (with Constructed Response)**

**English Language Arts and Reading 7–12 (231), 8–12 (131)**

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
<th>Scores Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/22/14 – 1/25/14</td>
<td>9/30/13 – 1/10/14</td>
<td>on 2/17/14</td>
</tr>
<tr>
<td>6/11/14 – 6/14/14</td>
<td>2/17/14 – 5/30/14</td>
<td>on 7/7/14</td>
</tr>
</tbody>
</table>

**BTLPT Spanish and LOTE EC–12 (French, German, Latin and Spanish)**

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
<th>Scores Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/7/13 – 9/14/13 (BTLPT and LOTE French and Spanish only)</td>
<td>5/20/13 – 8/23/13</td>
<td>on 10/7/13</td>
</tr>
<tr>
<td>11/9/13 – 11/16/13 (BTLPT and all LOTE)</td>
<td>7/22/13 – 10/25/13</td>
<td>on 12/9/13</td>
</tr>
<tr>
<td>2/8/14 – 2/15/14 (BTLPT and LOTE French and Spanish only)</td>
<td>10/21/13 – 1/24/14</td>
<td>on 3/10/14</td>
</tr>
<tr>
<td>3/22/14 – 3/29/14 (BTLPT and all LOTE)</td>
<td>12/2/13 – 3/7/14</td>
<td>on 4/21/14</td>
</tr>
<tr>
<td>4/26/14 – 5/3/14 (BTLPT and LOTE French and Spanish only)</td>
<td>1/6/14 – 4/11/14</td>
<td>on 5/26/14</td>
</tr>
<tr>
<td>7/5/14 – 7/12/14 (BTLPT and all LOTE)</td>
<td>3/17/14 – 6/20/14</td>
<td>on 8/4/14</td>
</tr>
</tbody>
</table>

* Scores for newly developed or substantially revised TExES tests may be delayed in order to set passing score standards.
### 2013–14 TExES TEST DATES, REGISTRATION DEADLINES AND SCORE REPORTING DATES (continued)

**PBT**

The TExES Braille (183) test is the only TExES test that is administered as a PBT test.

<table>
<thead>
<tr>
<th>Test Date</th>
<th>Regular Registration Deadline</th>
<th>Late Registration Deadline</th>
<th>Emergency Registration Deadline</th>
<th>Score Reporting Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/28/13</td>
<td>8/30/13</td>
<td>9/6/13</td>
<td>9/20/13</td>
<td>10/28/13</td>
</tr>
<tr>
<td>6/7/14</td>
<td>5/9/14</td>
<td>5/16/14</td>
<td>5/30/14</td>
<td>7/7/14</td>
</tr>
</tbody>
</table>

**NOTE:** Monday PBT testing is on the Monday following the regular administration. (See page 30 for information about Monday testing.)

All requests for Monday PBT testing and testing accommodations should be submitted as early as possible. Because of space, staff and time constraints, there can be no assurance that requests received after the regular registration deadline can be accommodated.
Overview
Texas Administrative Code (TAC) §230.21(b) requires every person seeking educator certification in Texas to perform satisfactorily on comprehensive examinations. The purpose of these examinations is to ensure that each educator has the prerequisite content and professional knowledge necessary for an entry-level position in Texas public schools. The Texas Examinations of Educator Standards™ (TExES™) program was developed for this purpose.

The TExES Educator Standards, based on the Texas Essential Knowledge and Skills (TEKS), form the foundation for the TExES tests. Developing the tests was a collaborative process involving classroom teachers and other educators from public and charter schools, university and Educator Preparation Program (EPP) faculty, representatives from professional educator organizations, content experts and members of the community.

The TExES tests are criterion-referenced examinations designed to measure a candidate’s knowledge in relation to an established criterion rather than to the performance of other candidates. All of the tests in the TExES program contain multiple-choice questions. Some tests also have additional types of questions (e.g., open-ended written or oral responses). For more information about individual tests and test composition, see the preparation manual for each test on the ETS TExES website at www.texes.ets.org.

What’s New in 2013–14
Change in Test Retake Policy
Texas Education Code §21.048 was amended and now requires no more than 45 days to elapse before you are eligible to retake a test. This policy is effective September 1, 2013. If you take a test on or after September 1 you will be eligible to retake that test, with proper approvals and subject to available testing dates, 45 days later.

Tests Moving to CAT-only Administration
The following tests will be offered as CAT tests only beginning in the fall of 2013.
► Agricultural Science and Technology 6–12 (172)
► American Sign Language (184)
► Bilingual Education Supplemental (164)
► Bilingual Generalist EC–6 (192)
► Bilingual Generalist 4–8 (119)
► Computer Science 8–12 (141)
► English Language Arts and Reading (ELAR) 4–8 (117)
► ESL/Generalist 4–8 (120)
► ESL Supplemental (154)
► Generalist 4–8 (111)
► Generalist EC–6 (191)
► Health EC–12 (157)
► Health Science Technology Education 8–12 (173)
► History 8–12 (133)
► Life Science 8–12 (138)
► Marketing Education 8–12 (175)
► Mathematics 4–8 (115)
► Mathematics 8-12 (135)
► Music EC–12 (177)
► Pedagogy and Professional Responsibilities EC–12 (160)
► Physical Education EC–12 (158)
► Principal (068)
► Science 4–8 (116)
► Science 8–12 (136)
► Social Studies 4–8 (118)
► Social Studies 8–12 (132)
► Special Education EC–12 (161)
► Technology Applications 8–12 (139)
► Technology Education 6–12 (171)

See the 2013–14 schedule for CAT tests on the ETS TExES website under “Test Dates.”
Online Calculator Tutorial
An online calculator is included as part of the testing software for some tests that require the use of a graphing or scientific calculator. See the “Tests Offered” chart on pages 16–19 to find out if the test you will be taking includes an online calculator. If your test does include an online calculator, there is a link on the TExES website to a tutorial where you can practice using the calculator before the day of the test. Once you request access to the tutorial, you will be sent an activation key that is good for 30 days of practice use.

Interactive Practice Tests
New test preparation resources — Interactive Practice Tests — are being created for several TExES test titles. Interactive Practice Tests are full-length practice tests that include correct answers, explanations for correct answers and an automatic score summary report. Pedagogy and Professional Responsibilities EC–12 (160) is available now; later this year, look for Mathematics 7–12 (235) and Science 7–12 (236). They can be downloaded from the Preparation Materials section of the ETS TExES website at www.texas.ets.org.

TExES CAT Tests
TExES CAT tests are administered separately at specially equipped CAT test centers. (See “Test Centers” on pages 26–27.) Some CAT tests are offered on a continuous basis while others are offered only during limited administration windows. (See “CAT Test Dates and Registration Deadlines” on page 28.)

Almost all of the TExES CAT tests consist entirely of multiple-choice questions. However, some limited-administration tests also contain a constructed-response section with questions that require you to produce a response that is written, typed or spoken.

In 2013–14, the following tests will be offered as CAT tests.

Continuous CAT Tests
► Bilingual Education Supplemental (164)
► Bilingual Generalist EC–6 (192)
► English as a Second Language Supplemental (154)
► English Language Arts and Reading 4–8 (117)
► Generalist EC–6 (191)
► Generalist 4–8 (111)
► Health EC–12 (157)
► History 7–12 (233)
► History 8–12 (133)
► Life Science 7–12 (238)
► Life Science 8–12 (138)
► Mathematics 4–8 (115)
► Mathematics 7–12 (235)
► Mathematics 8–12 (135)
► Music EC–12 (177)
► Pedagogy and Professional Responsibilities EC–12 (160)
► Physical Education EC–12 (158)
► Principal (068)
► Science 4–8 (116)
► Science 7–12 (236)
► Science 8–12 (136)
► Social Studies 4–8 (118)
► Social Studies 7–12 (232)
► Social Studies 8–12 (132)
► Special Education EC–12 (161)
Limited-Administration CAT Tests (Multiple-Choice Only)

- Agricultural Science and Technology 6–12 (172)
- American Sign Language (ASL) (184)
- Art EC–12 (178)
- Bilingual Generalist 4–8 (119)
- Business Education 6–12 (176)
- Chemistry 7–12 (240)
- Chemistry 8–12 (140)
- Computer Science 8–12 (141)
- Dance 8–12 (179)
- Deaf and Hard-of-Hearing (181)
- Educational Diagnostician (153)
- English as a Second Language (ESL)/Generalist EC–6 (193)
- English as a Second Language (ESL)/Generalist 4–8 (120)
- English Language Arts and Reading/Social Studies 4–8 (113)
- Gifted and Talented Supplemental (162)
- Health Science Technology Education 8–12 (173)
- Journalism 8–12 (156)
- Marketing Education 8–12 (175)
- Mathematics/Physical Science/Engineering 8–12 (174)
- Mathematics/Science 4–8 (114)
- Pedagogy and Professional Responsibilities for Trade and Industrial Education 8–12 (170)
- Physical Science 6–12 (237)
- Physical Science 8–12 (137)
- Physics/Mathematics 8–12 (143)
- Reading Specialist (151)
- School Counselor (152)
- School Librarian (150)
- Special Education Supplemental (163)
- Speech 7–12 (129)
- Superintendent (195)
- Technology Applications EC–12 (142)
- Technology Applications 8–12 (139)
- Technology Education 6–12 (171)
- Theatre EC–12 (180)
- Visually Impaired (182)

Limited-Administration CAT Tests (with Constructed Response)

- Bilingual Target Language Proficiency Test (BTLPT) Spanish (190)
- English Language Arts and Reading 7–12 (231)
- English Language Arts and Reading 8–12 (131)
- LOTE French EC–12 (610)
- LOTE German EC–12 (611)
- LOTE Latin EC–12 (612)
- LOTE Spanish EC–12 (613)

See the list of tests offered beginning on page 16 for important notes about registration restrictions and special testing requirements. Also see “Taking CAT Tests and Recording Answers” on page 41 for information about taking a CAT test.

The TExMaT™ Program

The Texas Examinations for Master Teachers™ (TExMaT™) program offers the following tests:

- Master Mathematics Teacher EC–4 (087)
- Master Mathematics Teacher 4–8 (088)
- Master Mathematics Teacher 8–12 (089)
- Master Reading Teacher (085)
- Master Science Teacher EC–4 (090)
- Master Science Teacher 4–8 (091)
- Master Science Teacher 8–12 (092)
- Master Technology Teacher EC–12 (086)

The purpose of these tests is to ensure that each educator certified has the prerequisite content and professional knowledge necessary to perform satisfactorily in the Texas public schools as a master teacher.

More information about the TExMaT program, including test dates and registration deadlines, is available in the TExMaT Registration Bulletin and on the ETS TExES website. Links to Registration Bulletins and program-specific content can be found at www.texas.ets.org.
The TASC™ and TASC–ASL™ Programs

These programs are extensions of the TExES program for certification in specific areas.

► The Texas Assessment of Sign Communication™ (TASC™) is for candidates who plan to teach students who are deaf or hard-of-hearing. The TASC assesses sign communication proficiency in one or more of several sign communication systems used in Texas classrooms.

► The Texas Assessment of Sign Communication–American Sign Language™ (TASC–ASL™) is for candidates who plan to teach ASL as a Language Other Than English. The TASC–ASL assesses proficiency in American Sign Language (ASL) exclusively.

► Both the TASC and TASC–ASL tests use an interview format.

► Persons who are seeking the Teacher of the Deaf and Hard-of-Hearing certificate are not required to pass the TASC for certification, but are required to pass the TASC to be assigned to relevant classrooms.

► Persons who are seeking the Teacher of the Deaf and Hard-of-Hearing certificate to teach in a classroom in which another communication method is predominantly used, such as oral/aural or cued speech, are not required to pass the TASC. These candidates will have their communication proficiency assessed by their EPPs.

More information about the TASC and TASC–ASL programs and links to Registration Bulletins and program-specific content can be found in the TASC and TASC–ASL section of the ETS TExES website at www.texes.ets.org.

Approval to Test

A TExES test may be taken if one of the following criteria is met:

Educator Preparation Program (EPP) Candidates

If you are fulfilling the requirements in an EPP approved by the State Board for Educator Certification (SBEC), you must receive approval to take a certification examination from your EPP. There are several types of teacher training programs:

► University Initial — a program usually delivered as part of a baccalaureate program that includes student teaching

► University Post Baccalaureate — a program that may be offered to an individual who already holds at least a bachelor’s degree and is seeking certification

► University Alternative Certification Program — an Alternative Certification Program offered by a university

► Alternative Certification Program — a nontraditional EPP for individuals who hold bachelor’s degrees or higher that may involve university course work or other professional development experiences as well as intense mentoring and supervision

Further information about EPP programs and a list of approved EPPs is available on the TEA website at www.tea.state.tx.us.

After acceptance and approval to test from your EPP, follow the steps for registering to test. (See “Registration Steps” on pages 22–23.)

Out-of-State/Out-of-Country Candidates

If you are certified and hold an acceptable teaching credential from another state, a U.S. Territory or another country and are seeking to be certified in the equivalent field(s), you must have your credentials reviewed by TEA.

To have your credentials reviewed, you must go to the TEA website at www.tea.state.tx.us and create an Educator Profile, complete an online application for review of credentials and submit the appropriate documents by mail to TEA. After your credentials have been reviewed, you will be emailed information regarding the tests that you are approved to take. You can then register to test. (See “Registration Steps” on pages 22–23.)
Certification-by-Exam Candidates

If you hold a bachelor’s degree and a Texas classroom teaching certificate, you may add classroom certification areas by successfully completing the appropriate examination for the area(s) you are seeking. (See “Registration Steps” on pages 22–23.)

The Marketing Education 8–12 certification is available through “Certification by Exam” with an approved Statement of Qualifications (SOQ). If you wish to take the Marketing Education 8–12 (175) test, you need to complete the SOQ form and submit it to a Texas school district or EPP approved to offer Marketing Education 8–12 certification. The school district or EPP will then review, verify and approve your work experience. The SOQ form and step-by-step instructions for school districts and EPPs are available on the TEA website. When those steps are complete, TEA will add approval for you to register for the Marketing Education 8–12 test.

Charter School Candidates

To fulfill the No Child Left Behind federal requirement to be highly qualified, charter school teachers must demonstrate content mastery in their assignment and competence in the same manner as teachers in public schools. Elementary teachers must demonstrate content mastery by passing TExES Generalist EC–6 (191). Secondary teachers must demonstrate content mastery by passing the appropriate TExES content examination or having at least 24 semester credit hours in the assigned content area. (See “Registration Steps” on pages 22–23.)

NOTE: Passing a TExES test does not qualify charter school teachers for a Texas educator certificate.

Temporary Teacher Certificate Candidates

The Temporary Teacher Certificate (TTC) provides an additional certification route for individuals who hold a bachelor’s degree or higher to enter the teaching profession in Texas.

► Individuals requesting a TTC must be employed by an approved Texas school district for the two-year validity period of the certificate.

► The school district(s) must be approved by the TEA and must assume the responsibility of training the individual for the validity period of the certificate.

► A TTC can only be issued for grades 8–12 in curriculum areas that currently have an examination under the TExES program.

► To acquire a TTC, you must apply for a Review of Transcripts and submit an application through the TEA website. After the Review of Transcripts has been completed, you will be notified by TEA of the appropriate 8–12 TExES content exam for which you need to register in addition to the Pedagogy and Professional Responsibilities EC–12 test. (See “Registration Steps” on pages 22–23.)

Exemptions for the Hearing Impaired

If you are deaf or hearing impaired, you may be exempt from the TExES testing requirements. Texas Education Code §21.048 allows certain individuals who are deaf or hearing impaired to be issued a Temporary Exemption Certificate allowing them to teach in Texas public schools. Contact TEA or visit the TEA website for more information. (See page 14 for contact information.)

Please note that if your certification requires the Texas Assessment of Sign Communication (TASC), the Texas Assessment of Sign Communication–American Sign Language (TASC–ASL) and/or the TExES American Sign Language (ASL) test(s), you must pass these tests even if you are deaf or hearing impaired.
If you have questions about anything in this *Registration Bulletin*, you may contact the offices listed below for further information. In all written correspondence, please include your full name, mailing address and phone number, and indicate the test(s) about which you are requesting information. Include your TEA ID number, if available.

**GENERAL INQUIRES**
Contact ETS for test registration-related issues and questions/issues regarding payment, admission tickets and score reporting.

**U.S. Mail**
ETS–Texas Educator Certification Program
PO Box 6001
Princeton, NJ 08541-6001

**Overnight Mail**
ETS–Texas Educator Certification Program
Document Processing
1425 Lower Ferry Road
Ewing, NJ 08618-1414

**Phone**
1-800-205-2626 (U.S., U.S. Territories and Canada)
1-609-771-7393 (all other locations)
Monday–Friday 8 a.m.–5 p.m. Central time

**Fax**
1-973-735-0156
or
1-866-484-5860

**Email**
texes-excet_inquiries@ets.org

**Web**
www.texes.ets.org

**TEST USE/CERTIFICATION**
If you have questions about which test(s) you need to take or about certification requirements for EPP candidates, contact your advisor, director or certification officer at your EPP.

If you have questions about applying for certification, out-of-state or out-of-country candidates, additional certification by examination, charter school testing or temporary teacher certificates go to the Texas Education Agency (TEA) website or contact TEA.

**U.S. Mail**
Texas Education Agency (TEA)
Division of Educator Certification and Standards
Room 5-100
1701 North Congress Avenue
Austin, TX 78701-1494

**Phone**
1-512-936-8400
Out-of-state/out-of country, certification-by-examination, charter school and temporary teacher certificate candidates calling this number should select option 2 to speak with a certification/credentialing specialist.

**Fax**
1-512-936-8231

**Web**
www.tea.state.tx.us

**DISABILITY SERVICES**
To obtain information and registration materials, contact ETS:

**U.S. Mail**
ETS Disability Services
PO Box 6054
Princeton, NJ 08541-6054

**Phone**
1-866-387-8602 (U.S., U.S. Territories and Canada)
1-609-771-7780 (all other locations)
Monday–Friday 7:30 a.m.–4 p.m. Central time

**Fax**
1-609-771-7165

**Email**
stassd@ets.org

**Web**
TEST CENTER COMMENTS

**PBT**
ETS–Texas Educator Certification Program
Test Administration Services
Mail Stop 34-Q
Princeton, NJ 08541-6051

**Fax**
1-609-771-7710

**Email**
TexasTas@ets.org

Test center comments for PBT tests must be submitted in writing by mail, email or fax. Comments must be **submitted** or **postmarked** no later than **two days** after your test date.

**CAT**
ETS–Texas Educator Certification Program
CAT Comments
PO Box 6051
Princeton, NJ 08541-6051

**Fax**
1-609-530-0581

**Email**
TexasCAT@ets.org

Test center comments for CAT tests must be submitted in writing by mail, email or fax. Comments must be **submitted** or **postmarked** no later than **two days** after your test date.

TEST QUESTION INQUIRIES

If you think there is an error in a test question that affected your response, tell the test administrator as soon as you finish the test or send a letter to the following address **postmarked** within **two days** of your test date.

ETS–Texas Educator Certification Program
Test Question Inquiries
PO Box 6667
Princeton, NJ 08541-6667

In your letter, state the name and address of the center, the test date and name of the test, the number and content of the question and the section in which it appeared.

TEST PREPARATION RESOURCES

Test preparation materials are available on the ETS TExES website at [www.texes.ets.org](http://www.texes.ets.org).

If you have questions about preparing to take a TExES test, contact your advisor, director or certification officer at your EPP.

Visit the ETS TExES website at [www.texes.ets.org](http://www.texes.ets.org)

for the most up-to-date information.
## TExES Tests Offered

The following tables list the TExES tests and the format in which they are offered and provide the code for each test. Also included are important notes describing registration restrictions and special testing requirements. More information about the tests, including the test frameworks, test question formats and study resources is available in the preparation manual for each test. Preparation manuals are available for download free of charge from the Preparation Materials section of the ETS TExES website at [www.texes.ets.org](http://www.texes.ets.org).

All test sessions are five hours long. (See “Selecting a Test Session” on page 25 for more information about test sessions.)

### TExES Classroom Certification Tests

<table>
<thead>
<tr>
<th>Test Name</th>
<th>Test Code</th>
<th>Test Format</th>
<th>Important Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Science and Technology 6–12</td>
<td>172</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>American Sign Language (ASL)</td>
<td>184</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Art EC–12</td>
<td>178</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). A paper <em>Book of Reproductions</em> is provided at the test center.</td>
</tr>
<tr>
<td>Bilingual Education Supplemental</td>
<td>164</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Bilingual Generalist EC–6</td>
<td>192</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Bilingual Generalist 4–8</td>
<td>119</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Bilingual Target Language Proficiency Test (BTLPT) Spanish</td>
<td>190</td>
<td>CAT</td>
<td>Limited-administration CAT test (with constructed-response). Review the Alternate Character Toolbar tutorial prior to test day.</td>
</tr>
<tr>
<td>Braille</td>
<td>183</td>
<td>PBT</td>
<td>Includes transcription assignments. See TExES Braille Test under “What to Bring to the Test Center” for important information about the test and what to bring to the test.</td>
</tr>
<tr>
<td>Business Education 6–12</td>
<td>176</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Chemistry 7–12</td>
<td>240</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). An online calculator is available as part of the testing software for this test. Do not bring your own calculator to the test administration.</td>
</tr>
<tr>
<td>Chemistry 8–12</td>
<td>140</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
</tbody>
</table>

continued . . .
<table>
<thead>
<tr>
<th>Test Name</th>
<th>Test Code</th>
<th>Test Format</th>
<th>Important Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Science 8–12</td>
<td>141</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Dance 8–12</td>
<td>179</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Deaf and Hard-of-Hearing</td>
<td>181</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>English as a Second Language/Generalist EC–6</td>
<td>193</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>English as a Second Language/Generalist 4–8</td>
<td>120</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>English as a Second Language Supplemental</td>
<td>154</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>English Language Arts and Reading 4–8</td>
<td>117</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>English Language Arts and Reading 7–12</td>
<td>231</td>
<td>CAT</td>
<td>Limited-administration CAT test (with constructed-response).</td>
</tr>
<tr>
<td>English Language Arts and Reading 8–12</td>
<td>131</td>
<td>CAT</td>
<td>Limited-administration CAT test (with constructed-response).</td>
</tr>
<tr>
<td>English Language Arts and Reading/Social Studies 4–8</td>
<td>113</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Generalist EC–6</td>
<td>191</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Generalist 4–8</td>
<td>111</td>
<td>CAT</td>
<td>Offered continuously. Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Gifted and Talented Supplemental</td>
<td>162</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Health EC–12</td>
<td>157</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>History 7–12</td>
<td>233</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>History 8–12</td>
<td>133</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Journalism 8–12</td>
<td>156</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Languages Other Than English (LOTE) French EC–12</td>
<td>610</td>
<td>CAT</td>
<td>Limited-administration CAT test (with constructed-response). Review the Alternate Character Toolbar tutorial prior to test day.</td>
</tr>
<tr>
<td>Languages Other Than English (LOTE) German EC–12</td>
<td>611</td>
<td>CAT</td>
<td>Limited-administration CAT test (with constructed-response). Review the Alternate Character Toolbar tutorial prior to test day.</td>
</tr>
<tr>
<td>Languages Other Than English (LOTE) Latin EC–12</td>
<td>612</td>
<td>CAT</td>
<td>Limited-administration CAT test (with constructed-response).</td>
</tr>
</tbody>
</table>
### REGISTRATION INFORMATION (continued)

<table>
<thead>
<tr>
<th>Test Name</th>
<th>Test Code</th>
<th>Test Format</th>
<th>Important Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Languages Other Than English (LOTE)</td>
<td>613</td>
<td>CAT</td>
<td>Limited-administration CAT test (with constructed-response). Review the Alternate Character Toolbar tutorial prior to test day.</td>
</tr>
<tr>
<td>Spanish EC–12</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Life Science 7–12</td>
<td>238</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Life Science 8–12</td>
<td>138</td>
<td>CAT</td>
<td>Offered continuously. Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Mathematics 4–8</td>
<td>115</td>
<td>CAT</td>
<td>Offered continuously. Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Mathematics 7–12</td>
<td>235</td>
<td>CAT</td>
<td>Offered continuously. An online calculator is available as part of the testing software for this test. Do not bring your own calculator to the test administration.</td>
</tr>
<tr>
<td>Mathematics 8–12</td>
<td>135</td>
<td>CAT</td>
<td>Offered continuously. Bring a graphing calculator to the test. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Mathematics/Physical Science/Engineering 8–12</td>
<td>174</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). Bring a graphing calculator to the test. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Mathematics/Science 4–8</td>
<td>114</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Music EC–12</td>
<td>177</td>
<td>CAT</td>
<td>Offered continuously. Includes recorded components.</td>
</tr>
<tr>
<td>Pedagogy and Professional Responsibilities EC–12</td>
<td>160</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Physical Education EC–12</td>
<td>158</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Physical Science 6–12</td>
<td>237</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). An online calculator is available as part of the testing software for this test. Do not bring your own calculator to the test administration.</td>
</tr>
<tr>
<td>Physical Science 8–12</td>
<td>137</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Test Name</td>
<td>Test Code</td>
<td>Test Format</td>
<td>Important Notes</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-----------</td>
<td>-------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Physics/Mathematics 8–12</td>
<td>143</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). Bring a graphing calculator to the test. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Science 4–8</td>
<td>116</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Science 7–12</td>
<td>236</td>
<td>CAT</td>
<td>Offered continuously. An online calculator is available as part of the testing software for this test. Do not bring your own calculator to the test administration.</td>
</tr>
<tr>
<td>Science 8–12</td>
<td>136</td>
<td>CAT</td>
<td>Offered continuously. Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Social Studies 4–8</td>
<td>118</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Social Studies 7–12</td>
<td>232</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Social Studies 8–12</td>
<td>132</td>
<td>CAT</td>
<td>Offered continuously.</td>
</tr>
<tr>
<td>Special Education EC–12</td>
<td>161</td>
<td>CAT</td>
<td>Offered continuously. Scientific calculators are provided at the test center. See “What to Bring to the Test Center” for information about calculators.</td>
</tr>
<tr>
<td>Special Education Supplemental</td>
<td>163</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Speech 7–12</td>
<td>129</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Technology Applications 8–12</td>
<td>139</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Technology Applications EC–12</td>
<td>142</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Technology Education 6–12</td>
<td>171</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Theatre EC–12</td>
<td>180</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Visually Impaired</td>
<td>182</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
</tbody>
</table>
**TExES Tests for Certifications Other than Classroom Teacher**

The TExES tests listed below are for a class of certificate other than classroom teacher. These are not certification-by-exam tests; EPP approval is required to take them. If you are not currently affiliated with an EPP, go to the TEA website at [www.tea.state.tx.us](http://www.tea.state.tx.us) for information about EPP programs and lists of approved EPPs.

<table>
<thead>
<tr>
<th>Test Name</th>
<th>Test Code</th>
<th>Test Format</th>
<th>Important Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Diagnostician</td>
<td>153</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Principal</td>
<td>068</td>
<td>CAT</td>
<td>Offered continuously. A paper Supplemental Booklet is provided at the test center.</td>
</tr>
<tr>
<td>Reading Specialist</td>
<td>151</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>School Counselor</td>
<td>152</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>School Librarian</td>
<td>150</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Superintendent</td>
<td>195</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only). A paper Supplemental Booklet is provided at the test center.</td>
</tr>
</tbody>
</table>

**TExES Tests for Certifications with Specific Skill and Experience Requirements**

The TExES tests listed below are for a class of certificate that requires specific skill and experience requirements. The Health Science Technology Education 8–12 (173) test requires EPP approval to take it. If you are not currently affiliated with an EPP, go to the TEA website at [www.tea.state.tx.us](http://www.tea.state.tx.us) for information about EPP programs and lists of approved EPPs.

The Marketing Education 8–12 (175) test is a certification-by-exam test. See “Certification-by-Exam Candidates” on page 13 for specific information about how to get approval to take this test.

<table>
<thead>
<tr>
<th>Test Name</th>
<th>Test Code</th>
<th>Test Format</th>
<th>Important Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Science Technology Education 8–12</td>
<td>173</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Marketing Education 8–12</td>
<td>175</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
<tr>
<td>Pedagogy and Professional Responsibilities for Trade and Industrial Education 8–12</td>
<td>170</td>
<td>CAT</td>
<td>Limited-administration CAT test (multiple-choice only).</td>
</tr>
</tbody>
</table>
TExES Combined and Component Tests

Certain combined TExES tests cannot be taken in conjunction with their TExES component tests. You should take either the component test or the combined test. The combined tests are listed in the table below. Combined tests contain portions that overlap with their respective component tests. In many cases, the certificates gained through passing these tests will also overlap. If you are enrolled in an EPP, consult with the advisor, director or certification officer at your program for further information on which test(s) you should take.

<table>
<thead>
<tr>
<th>TExES Combined Test</th>
<th>TExES Component Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bilingual Generalist EC–6 (192)</td>
<td>Bilingual Education Supplemental (164)*</td>
</tr>
<tr>
<td></td>
<td>Generalist EC–6 (191)</td>
</tr>
<tr>
<td>Bilingual Generalist 4–8 (119)</td>
<td>Bilingual Education Supplemental (164)*</td>
</tr>
<tr>
<td></td>
<td>Generalist 4–8 (111)</td>
</tr>
<tr>
<td>English as a Second Language/Generalist EC–6 (193)</td>
<td>English as a Second Language Supplemental (154)</td>
</tr>
<tr>
<td></td>
<td>Generalist EC–6 (191)</td>
</tr>
<tr>
<td>English as a Second Language/Generalist 4–8 (120)</td>
<td>English as a Second Language Supplemental (154)</td>
</tr>
<tr>
<td></td>
<td>Generalist 4–8 (111)</td>
</tr>
<tr>
<td>English Language Arts and Reading/Social Studies 4–8 (113)</td>
<td>English Language Arts and Reading 4–8 (117)</td>
</tr>
<tr>
<td></td>
<td>Social Studies 4–8 (118)</td>
</tr>
<tr>
<td>Mathematics/Science 4–8 (114)</td>
<td>Mathematics 4–8 (115)</td>
</tr>
<tr>
<td></td>
<td>Science 4–8 (116)</td>
</tr>
</tbody>
</table>

* Depending on the target language, you may also need to take the BTLPT Spanish test or another oral and/or written proficiency test. Consult your EPP or TEA for details.
**Registration Steps**

**EPP Candidates**

If you are an EPP candidate, you must have approval to test from your EPP. (See “Approval to Test” on pages 12–13.) After you have approval, if you are a first-time testing candidate, you must go to the TEA website and create an account. When you create your account you will complete an Educator Profile and obtain a TEA ID number. (See “Creating Your TEA Account” on page 23.) You will be able to view your approved examinations in your Educator Profile under “View Examinations.”

Once you have viewed your approved exams, go to the ETS online registration system and create an ETS testing account. (See “Creating Your ETS Testing Account” on pages 23–24.) **You will register to test through your ETS testing account.**

If you have already taken a Texas Educator Certification Program test and you want to register for a test that you have not previously been approved to take, you must get approval from your EPP to take that test. Once you have approval to test, you can go to your testing account on the ETS TExES website and register to test.

**Out-of-State/Out-of-Country Candidates**

If you are an out-of-state or out-of-country candidate, you must have your credentials reviewed before you can register to test. To have your credentials reviewed, go to the TEA website at www.tea.state.tx.us, create an Educator Profile (see “Creating Your TEA Account” on page 23), complete an online application for review of credentials and submit the appropriate documents by mail to TEA.

After your credentials have been reviewed, you will be emailed information regarding the tests that you are approved to take. You will be able to view your approved examinations in your Educator Profile on the TEA website under “View Examinations” to confirm your eligibility to test.

Once you have approval to test, go to the ETS online registration system and create an ETS testing account. (See “Creating Your ETS Testing Account” on pages 23–24.) **You will register to test through your ETS testing account.**

**Certification-by-Exam Candidates**

If you are a Certification-by-Exam candidate, you already have a certificate to teach in Texas and may already have an Educator Profile on the TEA website and a TEA ID number. Use your TEA ID number to create an ETS testing account and register for an exam on the ETS TExES website. (See “Creating Your ETS Testing Account” on pages 23–24.) A list of exams that you are eligible to take will be displayed for you in your ETS testing account. **This is where you will register to test.**

If you do not know your TEA ID number, go to your Educator Profile on the TEA website to retrieve it.

If your teaching certificate was issued before 2002, you will have to create an Educator Profile on the TEA website to obtain your TEA ID number. (See “Creating Your TEA Account” on page 23.)

**Charter School Candidates**

If you are a Charter School candidate, you do not need to create an Educator Profile on the TEA website. You will receive your TEA ID number when you create your ETS testing account and register to test. (See “Creating Your ETS Testing Account” on pages 23–24.) A list of exams that you are eligible to take will be displayed in your ETS testing account. **This is where you will register to test.**

**Temporary Teacher Certificate Candidates**

If you are a Temporary Teacher Certificate candidate, you must confirm TEA approval for the employing entity or school. Once you have confirmation, you must go to the TEA website and create an account. When you create your account you will complete an Educator Profile and obtain a TEA ID number. (See “Creating Your TEA Account” on page 23.)

After entering your Educator Profile information, you must apply for a Review of Transcripts and submit an application. After your credentials have been reviewed, you will be notified by TEA of the appropriate 8–12 TExES content exam for which you need to register in addition to the Pedagogy and Professional Responsibilities EC–12 (160) test. You will be able to view your approved examinations in your TEA Educator Profile under “View Examinations” to confirm your eligibility to test.
Once you have approval to test, go to the ETS online registration system and create an ETS testing account. (See “Creating Your ETS Testing Account” on pages 23–24.) You will register to test through your ETS testing account.

NOTE: TEA Division of Educator Certification and Standards is not responsible for approving certification-by-exam, charter school and temporary teacher candidates. Examinees with questions regarding testing approvals should call TEA at 1-512-936-8400 and select option 2 to speak with a certification/credentialing specialist.

Information About Your Name

► The name you create on your TEA account and your ETS testing account must exactly match the name on the ID documents you will present on the day of the test. For example, if the name on your ID documents includes a middle name or initial, you must include that when you register. If your ID documents do not match the name you use when you register, you may be prohibited from taking the test or your test scores may be canceled after you take the test.

► When you create your accounts and register, you must supply your entire last (family) name. If you have a two-part last name, be sure to supply your complete last name (e.g., Pena-Delgado or Suarez Thomas) as it appears on the ID documents you will present on the day of the test.

► Be sure to provide your entire first (given) name. Do not register under a nickname and do not register with only an initial as your first name.

► If you register by phone, please be sure you are registered under your entire first and last names as they appear on your ID.

► If your TEA and ETS accounts have already been created, please confirm that the name on your ID documents still matches the name that appears in your accounts. If they do not, you must update your information.

► It is your responsibility to ensure that your ID documents match your admission ticket on the day of the test.

Creating Your ETS Testing Account

► Go to the TEA website at www.tea.state.tx.us and click on the Educator Login icon on the top right-hand side of the page.

► If you have already established a new TEA Login (TEAL account), click “Login to TEAL,” and then click the blue “Educator” link to access your Educator Profile.

► If you have not yet established a TEA Login (TEAL account), click “Create new TEAL account,” and follow the step-by-step instructions. Once your TEAL account is fully established, you will have access to your Educator Profile.

► Review the information in your Educator Profile often to ensure it remains current and matches your full name exactly as it appears on your ID.

► It is important that your TEA Educator Profile contains your mailing address, email address and phone number. All updates and corrections to your TEA Educator Profile must be done on the TEA website. You should check the TEA website on a regular basis to make sure all of your information is current. (See “Correcting or Updating Your TEA Educator Profile” on page 33.)

► Your TEA Educator Profile will contain your assigned TEA ID number. A TEA ID number is used for identification throughout the certification and test registration process.

► Print your TEA Educator Profile so that it will be easily accessible when you register to test on the ETS TExES website at www.texas.ets.org.

Creating Your ETS Testing Account

If you register online

► When you access the ETS online registration system for the first time, you will be required to create an ETS testing account.

► Go to the ETS TExES website at www.texas.ets.org, select “Your Account,” and follow the guidelines for creating an account in the ETS online registration system. You must create an account in the ETS online registration system. This is where you will register to test. You cannot register to test through your account on the TEA site.
► You will need to provide your TEA ID number, your first and last name and your date of birth. Charter school candidates will be given a TEA ID number during the process of creating their testing account.

► You may use a different user name and password for your ETS testing account than you did on your TEA account; however, all other information must be identical to the information you entered in your TEA account. Be sure to enter your full name exactly as it appears on your ID.

If you register by phone or by mail

If you register by phone or mail, your ETS testing account will be created for you using the information you supply over the phone or on your paper registration form. This information must match the information in your TEA account. If it does not, your registration cannot be processed.

Once your ETS testing account has been created, you will be sent an email that will include a user name for your ETS testing account. To get a password, go to the ETS TExES website at www.texas.ets.org and select “Your Account.” Because you already have a user name, you will access your account as an existing user. Go to login and enter your user name; then select “Forgot Password.” A temporary password will be emailed to you. You can then log in to your account with your user name and temporary password. You will be prompted to change your temporary password when you log in.

After you create your account

You will be able to:

► register for any test you are approved to take
► view your registration and make changes if needed
► reschedule or cancel your registration
► print (or reprint) your admission ticket(s)
► place orders for services, such as score verification
► check the status of previously placed orders
► view your score report
► change your password
► change options for receiving text/email test prep messages
► return to your account at any time

You cannot update your TEA Educator Profile through your testing account in the ETS online registration system. You must go to the TEA website at www.tea.state.tx.us to update your TEA Educator Profile. (See “Correcting or Updating Your TEA Educator Profile” on page 33.) Be sure to record your user name and password and keep them in a secure place for future use. Remember that the information entered in your ETS TExES testing account must match the information in your TEA Educator Profile. Step-by-step registration directions are available on the ETS TExES website under “Register.” (See “New User Set-up Quick Start Guide” and “Test Registration Quick Start Guide.”)

How to Register for CAT Tests

Before you register, please read the information in this Bulletin under “Information About Your Name” on page 23.

Online at www.texas.ets.org

► Available 24 hours a day, 7 days a week.
► See page 28 for CAT test dates, registration deadlines and registration periods.
► If you have questions or need help registering online, call Customer Service at 1-800-205-2626.

Phone

► Call 1-800-205-2626, 8 a.m.–5 p.m. Central time, Monday–Friday, excluding holidays.
► If you register by phone, available test dates will be provided to you.
How to Register for the Braille Test

The TExES Braille test (183) is only offered as a PBT test. Before you register, please read the information in this Bulletin under “Information About Your Name” on page 23.

Online at www.texes.ets.org

► Available 24 hours a day, 7 days a week, during the regular, late and emergency registration periods.
► Online registration must be completed and submitted no later than 11:59 p.m. Central time on the registration deadline dates to be eligible for that registration period. Test dates and registration deadlines are on page 29.
► Registration during the late registration period incurs an additional $35 late registration fee. Registration during the emergency registration period incurs an additional $75 emergency registration fee. (See “Braille Test Dates and Registration Deadlines” on page 29.)
► If you have questions or need help registering online, call Customer Service at 1-800-205-2626.

Phone

► Available only during the emergency registration period.
► Call 1-800-205-2626, 8 a.m.–5 p.m. Central time, Monday–Friday, excluding holidays.
► You must make the call yourself. No one else will be allowed to register for you.

U.S. Mail

► Available only for test takers who are requesting Monday testing.
► A registration form can be downloaded from the TEExES section of the ETS TEExES website at www.texes.ets.org. Submit the completed form to the address listed on the form.
► Forms received during the late registration period must include the $35 late registration fee. (See “Braille Test Dates and Registration Deadlines” on page 29.)
► Registration by U.S. mail is not available for emergency registration.
► If you have questions about registering by mail, call Customer Service at 1-800-205-2626.

Selecting a Test Session

Test sessions are five hours long. On any given testing day, you may take up to two different tests, one in the morning and one in the afternoon. When you register for a test, you may select a morning or an afternoon test session (if available at the chosen test center). Please note the following restrictions:

► You cannot take the same test twice on the same day.
► A session request can only be selected when you register.
► Some test centers do not offer sessions in both the morning and afternoon.
► Some tests are not offered at both the morning and afternoon sessions.
► If you register and select a test session and then make subsequent changes to your test and/or test center selection(s), you will be required to pick from the sessions that are available at the test center at the time of the change.
► The session you select at registration cannot be modified on the day of the test.
► Although every effort will be made to accommodate your request, session requests are not guaranteed.
Test Centers

The most current information regarding test centers is available on the ETS TExES website at [www.texes.ets.org](http://www.texes.ets.org). Test centers in Texas are listed by the general area in which they are located and may not be within the actual city limits. There are also a limited number of test centers outside Texas, including centers in Mexico and Puerto Rico.

Test centers are selected based on availability and appropriateness of the facilities for the specific test administration. Test center locations are subject to change in the event of scheduling conflicts or other factors. If it becomes necessary to change a test center location, every attempt will be made to seek a new test center located in the same general area as the test center you initially selected.

Assignment to a test center depends on available space. The name and address of your test center assignment will be listed on your admission ticket.

### CAT Test Center Locations in Texas

<table>
<thead>
<tr>
<th>Region 1</th>
<th>Region 6</th>
<th>Region 11</th>
<th>Region 16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brownsville</td>
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<td>Arlington</td>
<td>Amarillo</td>
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<td>Eagle Pass</td>
<td>Huntsville</td>
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<tr>
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<td>Nacogdoches</td>
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<td></td>
<td>Tyler</td>
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<th>Region 3</th>
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<th>Region 18</th>
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<td>Texas City</td>
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<table>
<thead>
<tr>
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<td></td>
<td>Plano</td>
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<td>Uvalde</td>
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### CAT Test Centers Outside Texas

<table>
<thead>
<tr>
<th>Arkansas</th>
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<tbody>
<tr>
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<td>Fayetteville</td>
<td>Mexico City</td>
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<td>Stillwater</td>
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<tr>
<td>Jonesboro</td>
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<tr>
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<th>Puerto Rico</th>
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<td>Guaynabo</td>
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<td>Roswell</td>
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### PBT Test Center Locations in Texas

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<th>Region 11</th>
<th>Region 16</th>
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<tbody>
<tr>
<td>Brownsville</td>
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<td>Arlington</td>
<td>None</td>
</tr>
<tr>
<td>Edinburg</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Region 2</td>
<td>Region 7</td>
<td>Region 12</td>
<td>Region 17</td>
</tr>
<tr>
<td>Kingsville</td>
<td>Nacogdoches</td>
<td>Waco</td>
<td>Lubbock</td>
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<td>Region 4</td>
<td>Region 9</td>
<td>Region 14</td>
<td>Region 19</td>
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<tr>
<td>Beaumont</td>
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<td>Brownwood</td>
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### PBT Test Center Locations Outside Texas

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</thead>
<tbody>
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<td>Baton Rouge</td>
<td>Tulsa</td>
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<tr>
<td></td>
<td>Shreveport</td>
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</tr>
</tbody>
</table>
CAT Test Dates and Registration Deadlines

**Continuous CAT Testing**
Registration for CAT tests offered on a continuous basis must be completed at least two days before the test date. For these tests, you can determine specific test-date availability in the ETS online registration system on the ETS TExES website at [www.texes.ets.org](http://www.texes.ets.org). If you register by phone, available dates will be provided to you. All seating for CAT tests is on a space-available basis, so it is important to register early to secure registration for your preferred test date and test center.

**Limited-Administration CAT Tests (Multiple-Choice Only)**
Registration for limited-administration CAT tests that do not contain a constructed-response section must be completed at least two days prior to the start of the administration window.

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
</tr>
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<tbody>
<tr>
<td>10/23/13 – 10/26/13</td>
<td>6/1/13 – 10/21/13</td>
</tr>
<tr>
<td>1/8/14 – 1/11/14</td>
<td>9/16/13 – 1/6/14</td>
</tr>
<tr>
<td>3/12/14 – 3/15/14</td>
<td>11/18/13 – 3/10/14</td>
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<td>4/16/14 – 4/19/14</td>
<td>12/23/13 – 4/14/14</td>
</tr>
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<td>5/21/14 – 5/24/14</td>
<td>1/27/14 – 5/19/14</td>
</tr>
<tr>
<td>6/18/14 – 6/21/14</td>
<td>2/24/14 – 6/16/14</td>
</tr>
<tr>
<td>8/20/14 – 8/23/14</td>
<td>4/28/14 – 8/18/14</td>
</tr>
</tbody>
</table>

**Limited-Administration CAT Tests (with Constructed Response)**
Registration for limited-administration CAT tests that contain a constructed-response section must be completed within specific registration periods.

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/16/13 – 10/19/13</td>
<td>6/24/13 – 10/4/13</td>
</tr>
<tr>
<td>1/22/14 – 1/25/14</td>
<td>9/30/13 – 1/10/14</td>
</tr>
<tr>
<td>4/2/14 – 4/5/14</td>
<td>12/9/13 – 3/21/14</td>
</tr>
<tr>
<td>6/11/14 – 6/14/14</td>
<td>2/17/14 – 5/30/14</td>
</tr>
</tbody>
</table>

**BTLPT Spanish and LOTE EC–12 (French, German, Latin, Spanish) Tests**

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/7/13 – 9/14/13 (BTLPT and LOTE)</td>
<td>5/20/13 – 8/23/13</td>
</tr>
<tr>
<td>11/9/13 – 11/16/13 (BTLPT and all LOTE)</td>
<td>7/22/13 – 10/25/13</td>
</tr>
<tr>
<td>2/8/14 – 2/15/14 (BTLPT and LOTE)</td>
<td>10/21/13 – 1/24/14</td>
</tr>
<tr>
<td>3/22/14 – 3/29/14 (BTLPT and all LOTE)</td>
<td>12/2/13 – 3/7/14</td>
</tr>
<tr>
<td>7/5/14 – 7/12/14 (BTLPT and all LOTE)</td>
<td>3/17/14 – 6/20/14</td>
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</tbody>
</table>

**English Language Arts and Reading 7–12, 8–12**

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Registration Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/16/13 – 10/19/13</td>
<td>6/24/13 – 10/4/13</td>
</tr>
<tr>
<td>1/22/14 – 1/25/14</td>
<td>9/30/13 – 1/10/14</td>
</tr>
<tr>
<td>4/2/14 – 4/5/14</td>
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</tr>
<tr>
<td>6/11/14 – 6/14/14</td>
<td>2/17/14 – 5/30/14</td>
</tr>
</tbody>
</table>
Braille Test Dates and Registration Deadlines

The TExES Braille test will be administered as a PBT test two times during the 2013–14 testing year. The registration deadlines indicated below are strictly enforced; exceptions are not made.

**Regular Registration**

<table>
<thead>
<tr>
<th>Test Date</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>9/28/13</td>
<td>8/30/13</td>
</tr>
<tr>
<td>6/7/14</td>
<td>5/9/14</td>
</tr>
</tbody>
</table>

**Online Registration**

- Registration must be completed and submitted no later than 11:59 p.m. Central time on the deadline date.

**Mail-In Registration**

- Registration forms for those requesting Monday testing must be received no later than the regular registration deadline.

**Late Registration**

<table>
<thead>
<tr>
<th>Test Date</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/28/13</td>
<td>9/6/13</td>
</tr>
<tr>
<td>6/7/14</td>
<td>5/16/14</td>
</tr>
</tbody>
</table>

**Online Registration**

- Registration must be completed and submitted no later than 11:59 p.m. Central time on the deadline date.

**Phone Registration**

- Registration must be completed no later than 5 p.m. Central time on the deadline date.

A $75 nonrefundable emergency registration fee in addition to the standard test fee is required for registrations submitted after the late registration deadline up to the emergency registration deadline.

The emergency registration deadline is the last possible date to register to test or reschedule.

**Emergency Registration**

<table>
<thead>
<tr>
<th>Test Date</th>
<th>Registration Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/28/13</td>
<td>9/20/13</td>
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<tr>
<td>6/7/14</td>
<td>5/30/14</td>
</tr>
</tbody>
</table>

A $35 nonrefundable late fee in addition to the standard test fee is required for registrations submitted after the regular registration deadline up to the late registration deadline.

Mailed-in registration forms for Monday testing received without the late fee or after the late registration deadline will be returned unprocessed.

Registration by mail is not available after the late registration deadline.
Admission Tickets
You will need to print an admission ticket for each test for which you are registered. Your admission ticket will contain information about your reporting time and reporting address. If any of the information on your admission ticket is not accurate or if you have any questions about your test center assignment, call Customer Service immediately at 1-800-205-2626.

If you are taking the TExES Braille test, the last page of the admission ticket lists your test taker information (your name, registration number, test center and test date/time). This page is part of your admission ticket and must be brought with you to the test center.

You must take your complete admission ticket with you to the test center on the day of the test. If you do not bring your admission ticket, you may not be permitted to test. Be sure to keep a copy for your records.

Printing Admission Tickets
You can print your admission ticket by accessing your testing account on the ETS TExES website at www.texes.ets.org.

Although every effort will be made to contact you if there is a change in either your testing location or reporting time, you should return to your testing account and view your admission ticket 24 hours before your test. If there has been a change (e.g., a different building than originally scheduled), you must print a new admission ticket.

If you have questions or need help printing an admission ticket, call Customer Service at 1-800-205-2626.

Monday Testing
Those whose religious convictions prevent them from testing on Saturday, or those who are members of the U.S. armed forces and have duties that prevent them from testing on Saturday, may request to take the TExES Braille test on a Monday. To register you must submit the following by mail:

► A completed “Monday Testing” registration form
► Correct fees
► A letter signed by your cleric on letterhead stationery confirming your affiliation with a recognized religious body whose convictions prevent you from testing on Saturday or a copy of your military orders

Online and phone registration are not available for Monday testing. A registration form specifically for Monday testing can be downloaded from the “Alternative Testing Arrangements” section of the ETS TExES website at www.texes.ets.org. When completing your registration form, leave the test center code number and test center name blank. Fill in the city and state where you wish to test. You will be assigned to the closest available test center. Registration forms must be received by the late registration deadline.

NOTE: You cannot test on a Saturday and then take the same test on the following Monday.

Defense Activity for Non-Traditional Education Support (DANTES)
DANTES testing will be arranged for military personnel who are stationed outside the state of Texas and wish to take the TExES PBT tests. If you meet this qualification, contact Customer Service at 1-800-205-2626 to coordinate testing at DANTES sites out of state.

Phone and online registration are not available for DANTES testing. A representative from ETS will work directly with you regarding the registration and testing process once approval from Texas Troops to Teachers is received.

Military Spouse Career Advancement Accounts (My CAA) Program
The Texas Educator Certification Program is an approved vendor for the Military Spouse Career Advancement Accounts (My CAA) Program. If you meet the My CAA requirements, you must request financial assistance through My CAA for the test(s) you wish to take. The financial assistance must be requested under the Program Provider Texas Educator Certification Program (ETS). After you receive approval, contact Customer Service at 1-800-205-2626. A representative from ETS will work directly with you regarding the registration and testing process. Phone and online registration are not available for My CAA testing.

Fees for Tests and Related Services
Test Fees
$120  Test fee (per test)
$35  Late registration fee*
$75  Emergency registration fee*
$50  International site fee

* Late and emergency registration fees are service fees and therefore nonrefundable.
**Additional Services**

$15  Test, test center, test date or test session change during regular or late registration period

$75  Test, test center, test date or test session change during emergency registration period

$25  Multiple-choice score verification (not available for TExES CAT tests)

$35  Written-response score verification (including ELAR 8–12, ELAR 7–12 and Braille written component)

$60  Multiple-choice and written-response score verification

$70  BTLPT Spanish; LOTE French, German, Latin, Spanish EC–12 written/oral response score verification

$30  Additional processing fee for DANTES requests

Fees are subject to change without notice. Amounts listed are in U.S. dollars and are exclusive of any Value-Added or similar taxes.

**Payment**

► Online and phone payments can be made by credit/debit card (American Express®, Discover®, MasterCard® and VISA®). Any credit/debit card branded with one of the above four accepted credit card logos can be processed.

► Information about payments sent by mail is on the form for the service you are requesting.

**Payment Policies**

► All fees are stated in U.S. dollars.

► All outstanding balances with ETS must be paid in full prior to registering for any ETS-administered tests.

► All payments must be for the full amount.

► If you have a balance due on your account, your score(s) may be withheld and you may be unable to register for additional tests. You will receive your score(s) and be able to register for additional tests as soon as the total outstanding balance has been cleared, unless your scores are being withheld for any other reason. (See “Cancellation of Test Scores by ETS” on pages 45–46).

► Services may be withheld for nonpayment of fees.

► Refunds of test fees will be made in U.S. dollar denominations. (See “Canceling a Test Registration” on page 32 for information regarding refunds.)

► There are no refunds for service fees.

► Additional policies for payments made by mail are on the form for the service you are requesting.

► ETS reserves the right to add or remove payment methods at its own discretion.

**Change Requests**

If you are affiliated with an EPP, you must be preapproved by your program for the new test you are planning to take. Changes in registration will be processed only if seats are available at the requested test center, on the requested date and at the requested time.

► You can only change to a test date within the current testing year.

► If you are requesting testing accommodations, you cannot reschedule online; you may only reschedule using the Change Request form. The Change Request form can be downloaded at www.texas.ets.org. Completion and submission instructions and payment policies are on the form. These requests must be received by the late registration deadline.

**CAT**

► Changes for continuously offered CAT tests can be made up to two days before the test date.

► Changes for all limited-administration tests can be made up to the end of the registration period.

► If you are registered for a CAT test, you cannot use the Change Request form. You must make your request online or by phone.

► For CAT tests, a $15 processing fee is charged up to the deadline for making changes. (See “Fees for Tests and Related Services” on pages 30–31 for payment policies.)

**PBT**

Requests to change your test, test date, test center or test session for the TExES Braille test can be made:

► Online at www.texas.ets.org.

► By calling Customer Service at 1-800-205-2626. You must make the call yourself. No one else will be allowed to request changes for you.

► If you are registered for the TExES Braille test, you may also request changes by completing and submitting a Change Request form. The Change Request form can be downloaded at www.texas.ets.org. Completion and submission instructions and payment policies are on the form.
If you are registered for Monday testing, you cannot reschedule online; you may only reschedule using the Change Request form.

The deadline for making changes for the TExES Braille test is the emergency registration deadline listed on page 8 of this Registration Bulletin.

A non-refundable $15 processing fee is charged for all registration changes during the regular and late registration periods. This is in addition to the $120 test fee. Registration changes made during the emergency registration period incur a non-refundable $75 processing fee in addition to the $120 test fee. If you submit your request via the ETS TExES website at www.texes.ets.org, you must pay your change request fee by credit/debit card (American Express, Discover, MasterCard and VISA). If you submit your request by mail, you must include payment for the change fee with your request.

Canceling a Test Registration

You may cancel a test registration through your testing account on the ETS TExES website at www.texes.ets.org. If you are registered for the TExES Braille test, you may also cancel by completing and submitting the Test Cancellation form. The Test Cancellation form can be downloaded at www.texes.ets.org. Mail or fax the completed form to the address or fax number listed on the form.

If you are registered for Monday testing (for military or religious reasons) or military testing, or you are requesting testing accommodations, you cannot cancel online. You may only cancel using the Test Cancellation form.

Refunds of test fees will be issued based on the original payment method. If your original payment was made by credit/debit card, a refund will be processed immediately to your credit/debit card. Check with your credit/debit card company regarding its processing time for crediting your account.

If you are absent or arrive too late to take the test at the test administration for which you are registered, you will not be entitled to a refund. Service fees are nonrefundable.

See cancellation deadlines and refund information below.

**CAT**

- If you register to test less than three days prior to the test date and then cancel, you will not be eligible for a refund.
- If the cancellation is processed online or by phone no later than three days prior to the test date, the full test fee (including the International Site fee) will be refunded, minus a refund fee of $30.
- Cancellations processed online or by phone less than three days prior to the test date will not be eligible for a refund.

**PBT**

- If cancellation for the TExES Braille test is processed online or received via mail by the regular registration deadline, the full test fee will be refunded, minus a refund fee of $20.
- If the cancellation is processed online or received via mail after the regular registration deadline but before the late registration deadline, the full test fee will be refunded, minus a refund fee of $30.
- Cancellations for the TExES Brailler test that are processed online or received via mail after the late registration deadline will not be eligible for a refund.

**DANTES Testing**

Fees for DANTES requests are not refundable.

**My CAA Testing**

You must cancel My CAA registrations through the ETS representative who processed your registration. The cancellation policies for CAT tests and the TExES Braille test apply to My CAA registrations. ETS will contact My CAA to credit your financial assistance voucher minus the refund fees. (See cancellation deadlines and refund information above.)
Test Retake Policy

A test that was taken via CAT cannot be retaken via CAT within forty-five days. If you try to register to retake a CAT test, be aware that the registration system will only display CAT test dates that are at least forty-five days after the previous test date.

If you do not pass the TExES Braille test, you can retake it at any future administration.

If you are affiliated with an EPP, check with your program to see if you need approval to retest. Contact them for further information.

ETS and TEA reserve the right to cancel scores if the test retake policy is violated for any reason.

Correcting or Updating Your TEA Educator Profile

It is extremely important to keep the information in your TEA Educator Profile up-to-date because the information you enter is uploaded into the ETS registration system. Occasionally, ETS and TEA staff may need to contact you in the event there is a last-minute change in a test administration reporting address or reporting time change. **Keeping the information current in your Educator Profile, especially your phone number and email address, is your responsibility. By doing so, you enable ETS and TEA staff to contact you if the need arises.**

You can update your mailing address, phone number and email address at any time by logging in to TEA Login (TEAL account) and then accessing your Educator Profile on the TEA website at www.tea.state.tx.us. Changes or corrections to your name, gender or date of birth must be done by submitting the requested documentation via email or regular mail. To submit such a change or correction, go to the TEA website and select Educator Certification from the Quick Links in the left-hand navigation. Then select Contact Educator Certification and click on the link for emailing or contacting TEA Educator Certification and Standards. You will see instructions for documenting and submitting these requests. **All changes must be made in conjunction with your primary ID documents.** The information in your Educator Profile must match the identification document(s) you will present at the test center.

After updating your Educator Profile on the TEA website, please confirm the changes by logging in to your testing account on the ETS TExES website at www.texes.ets.org and clicking on “Modify Your Profile” to confirm that the information retrieved from TEA is correct. Testing account updates are made periodically throughout the day so if your change does not appear immediately, check again in a few hours.

If there are any discrepancies in the data, call Customer Service at 1-800-205-2626.
What to Bring to the Test Center

► An admission ticket for the test you are taking. If you do not bring your admission ticket, you will not be permitted to test. You should return to your testing account on the ETS TExES website and view your admission ticket 24 hours before your test to confirm that there have been no changes to your reporting schedule. If there is a test center change (e.g., a different building than originally scheduled), it will be updated in your account. If there have been any changes, you must print a new admission ticket. For the TExES Braille test, if the last page of your original admission ticket did not include your test taker information, you must print a new admission ticket.

► Valid and acceptable identification document(s) with a name, signature and photograph. Your ID will be checked before you are admitted. (See “Information About Your Name” on page 23 and “Identification (ID) Requirements” on pages 36–38.)

► See “TExES Tests Offered” on pages 16–21 for information about other items to bring to the test administration for specific tests.

► You are not allowed to bring cell phones, smartphones (e.g., Android, BlackBerry, iPhone), tablets, personal digital assistants (PDAs) and other electronic, listening, recording, scanning or photographic devices into the test center. If you are found to be in possession of or using any of these devices before, during or after the test administration (including breaks), your device may be inspected and/or confiscated and you will be dismissed from the test. Your test fees will be forfeited and your scores will be canceled, even if dismissal is not enforced on the day of the test. Test administrators are not permitted to collect and hold cell phones.

► Some types of watches (e.g., calculator, computing, digital, watches with alarms, stop watches) are not allowed in the test room. You may be asked to remove your watch and store it during the administration.

Calculators

► Online Calculator Tutorial. An online calculator is included as part of the testing software for some tests that require the use of a graphing or scientific calculator. If you are taking a test that includes an online calculator, there is a link on the ETS TExES website to a tutorial where you can practice using the online calculator before the day of the test. Once you request access to the tutorial, you will be sent an activation key that is good for 30 days of practice use. See “Tests Offered” on pages 16–21.

► Scientific calculators. Examinees taking Bilingual Generalist 4–8 (119), Chemistry 8–12 (140), English as a Second Language/Generalist 4–8 (120), Generalist 4–8 (111), Mathematics 4–8 (115), Mathematics/Science 4–8 (114), Physical Science 8–12 (137), Science 8–12 (136) or Special Education EC–12 (161) will be provided with Texas Instruments TI-30X IIs scientific calculators at the test administration. You may not use your own calculator for these tests.

► An online scientific calculator is included as part of the testing software for the Chemistry 7–12 (240), Physical Science 6–12 (237) and Science 7–12 (236) tests. Do not bring your own calculator to the test administration.

► Approved graphing calculators. Examinees taking Mathematics 8–12 (135), Mathematics/Physical Science/Engineering 8–12 (174) or Physics/Mathematics 8–12 (143) must bring a graphing calculator to the test and may bring a second calculator as a backup. Graphing calculators will not be provided at the administration. Only the brands and models listed on the next page may be used. Approved calculator brands and models are subject to change; if there is a change, examinees will be notified. The test administrator will clear the memory of your calculator(s) both before and after testing. Therefore, be sure to back up the memory on your calculator(s), including applications, to an external device before arriving at the test center.

► An online graphing calculator is available as part of the testing software for the Mathematics 7–12 (235) test. Do not bring your own calculator to the test administration.
ON THE DAY OF THE TEST (continued)

<table>
<thead>
<tr>
<th>Manufacturer</th>
<th>Approved Models</th>
</tr>
</thead>
<tbody>
<tr>
<td>Casio</td>
<td>FX 1.0 series, FX-7400 series, FX-9750 series, CFX-9850 series,</td>
</tr>
<tr>
<td></td>
<td>FX-9860 series, CFX-9950 series, CFX-9970 series, FX 2.0 (ALGFX2.0),</td>
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<tr>
<td></td>
<td>FX-CG-10 (PRIZM)</td>
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<tr>
<td>Hewlett-Packard</td>
<td>HP 9g, HP 38g, HP 39 series, HP 40 series, HP 48 series, HP 49 series, HP 50 series</td>
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<td>Sharp</td>
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<tr>
<td>Texas Instruments</td>
<td>TI-73, TI-80, TI-81, TI-82, TI-83, TI-83 Plus, TI-83 Plus Silver, TI-84 Plus,</td>
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</tr>
<tr>
<td></td>
<td>TI-Nspire, TI-Nspire CX, TI-Nspire CAS, TI-Nspire CX CAS</td>
</tr>
</tbody>
</table>

* Use of stylus is not permitted

**TExES Braille Test**

The TExES Braille test consists of a multiple-choice section assessing examinees’ ability to read braille using simulated braille text, and a performance-assessment section assessing examinees’ ability to produce braille text from printed text using both a slate and stylus and a braillewriter.

For the TExES Braille test, you **must** bring the following:

- a manual (non-electric) braillewriter that accommodates standard 11½-by-11-inch braille paper
- a traditional (not direct) slate and stylus that accommodates 8½-by-11-inch braille paper

Please note the following important information about taking the TExES Braille test.

- In advance of test day, make sure your braillewriter is functioning properly; problems caused by malfunctioning braillewriters (e.g., ghost/shadow dots) might negatively affect the scoring of your transcriptions.
- If you do not bring an appropriate braillewriter and slate and stylus with you to the test center, you will not be permitted to test.
- Because erasures detectable by touch might negatively affect the scoring of your transcriptions, it is recommended that you bring and use a braille eraser.

- Braille paper will be provided at the test center; you may not bring your own braille paper.
- All equipment is subject to inspection before being allowed into the testing room.
- For each of the four transcription assignments, you must use the device specified in the test instructions.
- You must provide a scorable transcription for each of the four assignments; your test will not be scored if any of your four transcriptions is unscorable. Unscorable transcriptions include those produced on the wrong device and unreadable transcriptions (e.g., too lightly embossed, overlapping lines of text, prevalent ghost/shadow dots, etc.).

For further information about the TExES Braille test, see the preparation manual in the Preparation Materials section of the ETS TExES website at [www.texes.ets.org](http://www.texes.ets.org).

**Admission to the Test**

You must bring your complete admission ticket and the required identification documents with you. (See “Identification (ID) Requirements” on pages 36–38.) Without the required ID documents, you will not be permitted to test.

You may be photographed and fingerprinted as confirmation of your identity. If you refuse to be photographed and fingerprinted, you will not be permitted to test and your test fees will be forfeited.

**CAT**

CAT tests are administered at various times in the morning and in the afternoon. You must be at the test center 30 minutes before the test start time noted on your admission ticket.

**TExES Braille**

You must arrive at the designated test center no later than the Test Reporting Time listed below. If you arrive after that time, you will not be admitted and your test fees will be forfeited. It is your responsibility to allow plenty of time to arrive by the designated time, regardless of whether there is traffic congestion, road construction, bad weather, car accidents, poor directions or any other incident that may delay arrival.

<table>
<thead>
<tr>
<th>Session</th>
<th>Test Reporting Time</th>
<th>Test Session Start Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morning</td>
<td>7:30 a.m.</td>
<td>8 a.m.</td>
</tr>
</tbody>
</table>
Identification (ID) Requirements

All test takers are responsible for bringing valid and acceptable identification each time they report to a test center. It is your responsibility to ensure that your ID documents are up-to-date and available on the day of the test.

► As outlined in “Information About Your Name” on page 23, you are responsible for ensuring that the name you use when you register exactly matches (excluding hyphens, accents and spaces) the name on the ID document(s) you will present at the test center. The name you use when you register is the one that will appear on your admission ticket.

► If the test administrator questions the ID you present, you may be required to provide supplemental ID. If positive confirmation cannot be made, you may not be permitted to test or your test score may be withheld.

► All test takers are encouraged to bring at least two forms of acceptable ID each time they report to a test center. Prior admission to a test center based on a given ID document does not ensure that this document will be considered acceptable. Test centers are not required to hold your seat if you leave the center to obtain acceptable identification.

► Admission to the test center and completing the test does not ensure that the ID you provided is valid or that your scores will be reported. All reported cases of questionable ID are subject to review and approval by the ETS Office of Testing Integrity either during or after the test administration. ETS reserves the right to withhold and/or cancel scores in the event that the ID requirements set forth herein are not met.

► You may be required to show your ID and/or to sign a test center log or be fingerprinted at various points throughout the test administration.

► Your test fees will not be refunded if you are not permitted to test or if your scores are withheld or canceled because of invalid or unacceptable ID.

ID Document Requirements

With few exceptions, ID documents must meet all of the following requirements. Each ID document must:

► be an original document; photocopied documents are not acceptable

► be valid; expired documents (bearing expiration dates that have passed) are not acceptable

► bear the test taker’s full name exactly (excluding hyphens, accents and spaces) as it appears at the time of registration and on the admission ticket

► bear a recent photograph that clearly matches the test taker

► bear the test taker’s signature (the name and signature on the ID documents must match)

See “Unacceptable ID Documents” later in this section.

See Exceptions and Requirements on the following page if:

► you have a two-part last name (e.g., Pena-Delgado or Suarez-Thomas)

► your name has recently changed

► you are in the process of renewing your driver’s license

► you are testing outside your country of citizenship

► you are not a U.S. Citizen and you are testing within the U.S.

► you are in the U.S. military

► you are unable to meet ID requirements

► you have any questions about the acceptability of your ID document(s)

Acceptable Primary ID Documents

The following ID documents are acceptable for admission to a test center within your country of citizenship:

► Passport

► Government-issued driver’s license

► State or Province ID card (including those issued by motor vehicle agencies)

► National ID card

► Military ID card

Acceptable Supplemental ID Documents

► You may be required to provide a supplemental ID if the test administrator questions your primary ID document and/or if your primary ID document is otherwise valid and acceptable but does not bear your full name, photograph and signature.

► Supplemental ID documents may not be used to resolve name discrepancies. The last name on your primary ID must match (excluding hyphens, accents and spaces) the name on your admission ticket.
The following ID documents are generally acceptable as supplemental ID:

- **Government-issued ID card** (including, but not limited to, those listed under Primary ID Documents earlier in this section)
- Student ID card
- **Confirmation of identity letter from your educational institution.** This letter must be typed or printed on the original letterhead of the educational institution you attend(ed) and, in addition to meeting all of the ID Document Requirements listed earlier in this section, must include your date of birth and the date issued. Additionally, a school official’s signature and the school seal must be present and both must overlap your photograph. Such letters are valid for only one year from the date issued.

### Unacceptable ID Documents

The following documents are not acceptable as primary or supplemental ID under any circumstances:

- Any document that is photocopied or expired
- Any document that does not bear your last name exactly as it appears on the admission ticket
- International driver’s license
- Draft classification card
- International student ID
- Credit/debit card of any kind
- Notary-prepared letter or document
- Birth certificate
- Social Security card
- Employee ID card
- Any temporary ID
- Diplomatic, consulate or embassy ID card (e.g., Mexican Matricula Consular card)
- Voter registration card

### Exceptions and Requirements:

#### Two-Part Last Name

- If the attendance roster or admission ticket lists a two-part last name and your ID document does not, you will not be admitted. The name you used when you registered must exactly match the ID.

#### Recent Name Change

- If your admission ticket bears your maiden name and your ID bears your married name or vice versa because you were married or divorced between the time you registered and the test date, you may be permitted to test if you bring an original marriage certificate or divorce decree that was issued between the date you registered and the test date.

#### Driver’s License Renewals

- If your driver’s license has expired but you present it along with your original Department of Public Safety renewal certificate, these two documents together are acceptable if the names on both documents match exactly. If you are issued a temporary paper license in lieu of a renewal certificate, that is acceptable only if it is accompanied by a supplemental ID.

#### Testing Outside Your Country of Citizenship/ U.S. Non-Citizen Testing Within the U.S.

- You must present a valid **passport** with your name, photograph and signature as your primary ID document.

- If you are not a U.S. Citizen and you are testing within the U.S., you must present a passport that meets all of the ID document requirements listed earlier in this section.

- If your passport is not written in English-language letters, you must also present as supplemental ID at least one of the documents listed under Acceptable Supplemental ID Documents earlier in this section. This document must also contain your name, a recent, recognizable photo and be in English. If you do not have a supplemental ID and the test center staff cannot read the language in which it is written, you may not be permitted to test.

- Diplomatic and embassy ID cards cannot be used as primary identification in place of a passport.
The following documents can be used in place of a passport if presented along with at least one of the documents listed under Acceptable Primary or Acceptable Supplemental ID Documents earlier in this section.

- Permanent Resident Card/Resident Alien Card (Form I-551 or I-151)
- Temporary Resident Card (Form I-688)
- Employment Authorization Card (Form I-688A, I-688B or I-766)
- Mexican Border Crosser Card (This form of ID may be accepted only at test centers within 25 miles of the Mexican border.)

**U.S. Military**

- If your military ID does not contain your signature, you must present a supplemental ID.
- If you are in the U.S. military, and the expiration of your driver’s license has been extended or deferred by the issuing state, the license can be used as a supplemental ID along with your U.S. military ID. Depending on the state, the extension or deferral may consist of either a sticker affixed to the license with the designation “military” printed in place of an expiration date or a separate document carried with the license, usually with a notation that the driver’s license is valid until a specific time period after discharge from service.

**Unable to Meet ID Requirements**

If you have been granted political asylum, have refugee status or are otherwise unable to meet the identification requirements, you must contact the ETS Office of Testing Integrity (OTI) at least 7 days before registering to test. You must receive approval from OTI before you may register. You should also be prepared to submit any requested documents to OTI for review prior to receiving approval. If you do not contact OTI before you register, and as a result you are not permitted to test or your test scores are withheld, your test fees will not be refunded.

**Questions About ID Documents**

For general questions about acceptable ID, call ETS Customer Service at:
- **I-800-205-2626** (U.S., U.S. Territories and Canada)
- **I-609-771-7393** (all other locations)

**Test Center Procedures and Regulations**

By submitting your registration for a TEexas test, you are agreeing to abide by all procedures and policies contained in this Registration Bulletin and/or communicated to you at the test administration for which you have registered.

This Registration Bulletin and all other applicable rules of the State Board for Educator Certification (Texas Administrative Code, Title 19, Part 7) govern your participation in the TEexas program.

**General Guidelines**

The following general guidelines apply to both CAT tests and the TEexas Braille test. See more specific procedures and regulations for CAT testing and the Braille test later in this section. All of these procedures and guidelines begin when you are admitted to the test center, include breaks and end when you leave the test center.

- Dress appropriately. Testing room conditions vary. Dress in layers to ensure you are ready for any room temperature. Subject-related information written on clothing or the body is prohibited.
- Test centers do not have large waiting areas. Friends or relatives who accompany you to the test center will not be permitted to wait in the test center or be in contact with you while you are taking the test. Except for ETS-authorized observers, visitors are not permitted in the testing room while testing is in progress, including during breaks.
- ID verification at the test center may include photographing and fingerprinting. It may also include videotaping or some other form of electronic ID confirmation. If you refuse to participate in these security measures, you will not be permitted to test and you will forfeit your registration and test fees. This is in addition to the requirement that you must present valid and acceptable identification.
- Graphing or scientific calculators are allowed or required for some tests; for detailed information, see Calculators under “What to Bring to the Test Center” on pages 34–35.
► Food, drinks and tobacco are not allowed in the testing room.

► If you have health-related needs that require you to bring equipment, beverages or snacks into the testing room or to take extra or extended breaks, you need to follow the accommodations request procedures in the Bulletin Supplement for Test Takers with Disabilities or Health-Related Needs. See page 5.

► Cell phones, smartphones (e.g., Android, BlackBerry, iPhone), tablets, PDAs and other electronic, listening, recording, scanning or photographic devices are not allowed in the test center. If you are found to be in possession of any of these devices before, during or after the test administration (including breaks), your device may be inspected and/or confiscated and you will be dismissed from the test. Your test fees will be forfeited and your scores will be canceled, even if dismissal is not enforced on the day of the test. Test administrators are not permitted to collect and hold cell phones or any other devices.

► Personal items other than identification documents are not allowed in the testing room. You will be required to follow the procedures set by the test center for storage of your personal belongings. You may also be asked to empty your pockets. Storage space is limited, so plan accordingly. You will not have access to your personal items during the test. Personal items such as hats, scarves, jackets and outerwear that are taken into the test room are subject to inspection by the test administrator. Failure to comply may result in dismissal from the test and/or cancellation of scores.

► Some types of watches (e.g., calculator, computing, digital, watches with alarms, stop watches) are not allowed in the test room; you may be asked to remove your watch and store it during the administration.

► Neither ETS nor the test centers assume any responsibility whatsoever for personal items or devices that you choose to bring into the test center.

► The test administrator will assign you a seat.

► You must have the test administrator’s permission to leave the room during the test. Any time lost cannot be made up. You are required to remain inside the designated testing area in the test center building.

► Discussion or sharing of test content or answers during the test administration, during breaks and after the test is prohibited.

► On occasion, weather conditions or other circumstances beyond the test administrator or ETS’s control may require a delayed start or the rescheduling of your test. (See “Cancellation of a Test Session” on page 42.)

ETS reserves the right to take appropriate action and notify appropriate authorities including, but not limited to, law enforcement authorities, if a test taker responds in a threatening or disturbing way to essay or speaking questions or communicates with ETS either verbally or in writing in a threatening or disturbing manner.

CAT

The following procedures and regulations apply during the entire test session, which begins at sign-in, ends at sign-out and includes breaks.

► You will be required to write in cursive (not print) and sign a confidentiality statement at the test center. If you do not complete and sign the statement, you cannot test and your fees will not be refunded.

► You may be required to sign the test center log before and after the test session and any time you leave or enter the testing room.

► ETS reserves the right to ensure the security of test content by using electronic detection scanning devices (e.g., hand-held metal detectors/wands). Failure to comply will result in dismissal from the test and forfeiture of your test fees.

► The test administrator will provide you with pencils and scratch paper that may be replenished after you have used all pages of the scratch paper initially given to you. You may not take your own scratch paper to the test or write on anything other than the scratch paper provided (e.g., computer or workstation, ID document), nor may you remove scratch paper or a piece of scratch paper from the testing room at any time. The scratch paper is provided to assist test takers in working out problems and for appropriate note taking during the timed sections of the test. Scratch paper should NOT be used before the test, during untimed sections of the test or during breaks. At the conclusion of the test, you will be required to return all scratch paper to the test administrator. If you are observed using any documents or unauthorized papers other than the designated scratch paper distributed by the test administrator, they will be confiscated.
ON THE DAY OF THE TEST (continued)

► If you need to leave your seat at any time, raise your hand; timing of the section will not stop.
► In tests containing timed listening sections, once recorded material has begun, it cannot be stopped. Breaks should not be taken during these times.
► If at any time during the test you have a problem with your computer or need the test administrator for any reason, raise your hand.
► If a technical issue prevents you from completing your test, contact Customer Service as soon as possible to reschedule.
► Testing premises are subject to videotaping.
► The maximum time allotted for untimed sections prior to the test is 30 minutes. The purpose of the untimed sections prior to the test is to become familiar with important information that will make your CAT testing experience as convenient as possible. The time you spend on the untimed sections should not be for any other purpose. Infractions will be reported to ETS and the test administrator is authorized to dismiss you from the test administration if you fail to follow directions.

TExES Braille Test
The TExES Braille test is offered only as a PBT test. The following procedures and regulations apply during the entire test session, which begins when you are admitted to the test center, ends when you leave the test center and includes breaks.
► Test administrators will not honor requests for schedule changes.
► Take your admission ticket and identification document(s) to the test center.
► No test taker will be admitted after test materials have been distributed.
► With the exception of your admission ticket, paper of any kind is not permitted in the testing room.
► The test administrator is the official timekeeper. You will not be permitted to continue the test or any part of it beyond the established time limit.
► You may not take pages or parts of pages out of the test book or any supplemental booklet provided at the test center.
► At the conclusion of the test, you will be required to return your test book, braille paper and any supplemental booklets to the test administrator. These materials are the property of ETS.

Although CAT tests and the TExES Braille test are administered under strict supervision and security measures, testing irregularities may sometimes occur. Please contact ETS as soon as possible after the test to report any observed irregular behavior — for example, someone copying from another test taker, taking a test for someone else, having access to test questions before the exam or using notes or unauthorized aids.

All information will be held in strictest confidence.

Email: TSReturns@ets.org
Phone: 1-800-353-8570 (United States only)
1-609-406-5430 (all other locations)
Fax: 1-609-406-9709
Monday–Friday 7:30 a.m.–5:30 p.m. Eastern time

Dismissal from a Test Center
A test administrator is authorized to dismiss you from a test session and/or your scores may be withheld and ultimately canceled and your test fees forfeited for any actions that violate the policies and procedures set forth herein and/or communicated at the test center including, without limitation, the following:
► attempting to take the test for someone else or having someone else take the test for you
► failing to provide acceptable identification as described herein, including refusal to allow a photograph and/or fingerprint to be taken
► obtaining improper access to the test, a part of the test or information about the test
► having a cell phone, smartphone (e.g., Android, BlackBerry or iPhone), tablet, PDA or any other electronic, listening, recording, scanning or photographic device in the test center. If you are found to be in possession of any of these devices before, during or after the test administration, your device may be inspected and/or confiscated and you will be dismissed from the test. Your test fees will be forfeited and your scores will be canceled, even if dismissal is not enforced on the day of the test.
ON THE DAY OF THE TEST (continued)

- using any aids in connection with the test, including, without limitation, calculators (except on tests where a calculator is permitted or when approved as a testing accommodation), some types of watches (e.g., calculator, computing, digital, watches with alarms, stop watches), books, pamphlets, notes, unauthorized scratch paper, rulers, pens, highlighter pens, scan pens or devices, stereos or radios with head-phones, dictionaries, translators, compasses, protractors and any handheld electronic, listening, recording, scanning or photographic devices

- creating a disturbance (Disruptive behavior in any form will not be tolerated. The test administrator has sole discretion in determining what constitutes disruptive behavior.)

- attempting to give or receive assistance (Communication in any form is not permitted during the test administration. Discussion or sharing of test content or answers during the test administration, during breaks and after the test is prohibited.)

- removing or attempting to remove test content from the test center (Under no circumstances may test content or any part of the test content be removed, reproduced and/or disclosed by any means [e.g., hard copy, verbally, electronically] to any person or entity.)

- tampering with a computer

- attempting to remove scratch paper or a portion of scratch paper from the CAT testing room or using scratch paper before the test, during untimed sections or during breaks

- bringing a weapon or firearm into the test center

- bringing food, drinks or tobacco into the testing room, unless you have received prior approval due to a disability or health-related need

- leaving the test center building during the test session or during breaks

- leaving the testing room without permission

- taking excessive or extended unscheduled breaks during the test session (Test administrators are required to strictly monitor unscheduled breaks and report test takers who take excessive or extended breaks.)

- referring to, looking through or working on any test or test section when not authorized to do so, or working after time has been called

- failing to follow any of the test administration regulations contained in this Registration Bulletin, given by the test administrator or specified in any test materials

ETS and TEA reserve the right to take any and all actions — including, but not limited to, barring you from future testing and/or withholding or canceling your scores — for failure to comply with test administration regulations or the test administrator’s directions. If your scores are canceled, they will not be reported, and your registration and test fees will not be refunded. In addition, violations of confidential test security and/or disclosure of test content to any person or entity may result in administrative denial of a certificate application, and/or sanctions against an existing educator certificate.

Taking CAT Tests and Recording Answers

- All CAT TExES tests (except for BTLPT Spanish, English Language Arts and Reading 8–12, English Language Arts and Reading 7–12 and the LOTE French, German, Latin and Spanish EC–12 tests) consist entirely of multiple-choice questions. All questions, including recorded and printed excerpts for the Music EC–12 (177) test, are presented via the computer and you will select responses using the computer.

- The Art EC–12 (178), Principal (068) and Superintendent (195) tests each have a paper supplemental booklet that is provided at the test center.

- Read the directions carefully. You are responsible for reading and understanding the directions before beginning the test. No oral instructions will be provided. The time you take to read the directions is not considered part of the testing time; however, it is recommended that you take no more than about fifteen minutes doing this.

- Click “Help” to review the “General Directions,” “Testing Tools,” “How to Answer” and “How to Scroll.” Some tests include Definitions and Formulas and/or a Periodic Table of the Elements. These can also be accessed by selecting “Help.” The test clock will not stop when the “Help” function is being used.
To answer a question, click on a response. To move on to the next question, click on “Next.” To return to a previous question, click on “Back.” If you are uncertain about a question and want to mark it to review or return to later in the test session, click on “Mark,” which will place a check mark next to the question on the Review screen. The Review screen lists all of the questions in the test and their status. This can be accessed by clicking “Review.” Only questions that have been previously seen may be reviewed. NOTE: Some tests (Music EC–12, BTLPT Spanish and LOTE EC–12) include sections in which you are presented with recorded prompts, or your verbal response is captured. In these sections, you will not be given the option to press “Back” or “Next.” Instead, the computer automatically goes to the next question when time is up. The “Review” function is also not available for these sections.

In other sections of the Music EC–12, BTLPT Spanish, and LOTE EC–12 tests, and all sections of the other tests, there is a question at the end of each section that asks if you are finished with the section. At this point, you can either go back and review your answers or continue to the next section. If you choose to continue instead of reviewing your answers, you will advance to the next section. If your test only has one section or you are in the last section of your test, it will end your test, and you will not be able to go back and review any further.

See the Supplemental Guides for the BTLPT Spanish and the LOTE EC–12 tests on the ETS TEExES website and the interactive demonstration of the TEExES CAT tests in the online registration system for previews and demonstrations of the actual screens used in the computerized tasks encountered in the tests.

Your test may include questions that will not count toward your score. Some questions are placed on the test to collect information about how they will perform under actual testing conditions. There may also be some exit evaluation questions. These questions are not scored and relate to your overall testing experience; your responses to these questions provide ETS with valuable information for future program enhancements.

At the end of a CAT test, you are given the option of reporting or canceling your scores for that session. (See “Cancellation of Test Scores by You” on page 45.)

Cancellation of a Test Session

In the event it becomes necessary or desirable for ETS or TEA to cancel a test administration for reasons beyond its control, including without limitation, severe weather conditions, natural disaster (e.g., flood, fire), terrorist acts, acts of vandalism, hazardous conditions at the test center or some other event, a cancellation announcement will be posted as soon as possible on the ETS TEExES website at www.texes.ets.org. The cancellation announcement will also be available as a recorded phone message at 1-800-205-2626. You will be advised by email, phone or U.S. mail as soon as the test administration has been rescheduled. It is imperative that you keep the contact information, especially your phone number and email address, in your Educator Profile on the TEA website up-to-date so you can be contacted quickly if the need arises.

Unless ETS or TEA cancels a test administration at a given test center, the test administration will be conducted as scheduled, barring circumstances preventing prior notification of cancellation (e.g., natural disaster, terrorist acts). If you miss a test administration that has not been officially canceled, you will be considered absent and will not receive a refund or credit of any kind.

Submitting Comments

If you have comments about the test center or the conditions under which you took a test, please submit your comments in a letter via mail, email or fax to the appropriate address under “Test Center Comments” on page 15. All comments must be sent directly to ETS. Comments sent to your EPP or to TEA will not be acted upon. Comments must be submitted or postmarked no later than two days after the date of your test.

ETS employs stringent quality-control procedures in preparing test materials. However, if you wish to comment about a test question for any reason, notify the test administrator at your test center or send a letter to the address under “Test Question Inquiries” on page 15 postmarked within two days of your test date.
Test Scores and Passing Standards

TExES test results are reported using a total test scaled score as follows:

► Your results for each TExES test are reported as a score in the range of 100–300, with a total test scaled score of 240 as the minimum passing score.

The multiple-choice section of the test is scored based on the number of questions you answered correctly.

► No additional points are subtracted for questions answered incorrectly

► Even if you are uncertain about the answer to a question, it is better to guess than not to respond at all; there is no penalty for guessing.

Your total test scaled score shows how you performed on the test as a whole and whether you passed the test. Total scaled scores allow for comparison of scores across different versions of the same test. Minimum passing standards for the tests were established by SBEC with input from committees of Texas educators. For TExES tests, the minimum passing score represents the minimum level of competency required to be an entry-level educator in Texas public schools in the field in which you test.

NOTE: Your test may include some questions that do not count toward your score. These questions are new test questions that are being tried out in actual test administrations in order to collect information about how they will perform under actual testing conditions.

For more information about your scores, you may download Understanding Your Texas Educator Certification Program Test Scores from the ETS TExES website at www.texas.ets.org.

Reporting Your Test Scores

Your score report will be available to you via your testing account on the ETS TExES website. It will provide information about your passing status and other performance information. Also provided is an explanation of how to read your score report. (See “Test Scores and Passing Standards” above for information on the passing requirements for TExES tests.)

Score reports are posted by 5 p.m. Central time on the score reporting date. Scores for new or substantially revised TExES tests will be reported after passing scores are approved. See “Score Reporting Dates” on page 44.

Your scores are automatically made available to TEA and to your EPP (if applicable). Your score report is for your information only; there is no need to send it to TEA or your EPP. Under no circumstances will ETS or TEA release your score information by phone, fax, email or in person.

Paper score reports are not mailed. It is suggested that you print a copy of your online score report for your permanent records.

NOTE: Application for certification does not proceed automatically based upon receipt of your scores by TEA. To apply for certification, you must go to the TEA website at www.tea.state.tx.us and follow the application for certification instructions.

Delay of Test Scores

Under some circumstances, scores may be delayed.

► Scores for newly developed or substantially revised tests may be delayed in order to set passing score standards.

► Scores may be delayed due to problems with registration, failure to comply with the policies and procedures set forth in this Registration Bulletin and/or with instructions given by the test administrator.

► Scores will be delayed if there are problems with your payment. (See “Fees for Tests and Related Services” on pages 30–31 for more information.)

► Your scores may be permanently voided if you are completing certification requirements and you have not provided proof that you have approval to test. (See “Approval to Test” on pages 12–13 and “Registration Steps” on pages 22–23 for more information.)
Score Reporting Dates

Continuous CAT Testing
Score reports for CAT tests offered on a continuous basis are available within seven days of your test date. If you are not able to view your score report, call Customer Service at 1-800-205-2626. Note: Scores for new or substantially revised TExES tests will be reported after passing score standards are approved.

Limited-Administration CAT Tests (Multiple-Choice Only)

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Scores Available By</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/23/13 – 10/26/13</td>
<td>11/1/13</td>
</tr>
<tr>
<td>1/8/14 – 1/11/14</td>
<td>1/17/14</td>
</tr>
<tr>
<td>3/12/14 – 3/15/14</td>
<td>3/21/14</td>
</tr>
<tr>
<td>4/16/14 – 4/19/14</td>
<td>4/25/14</td>
</tr>
<tr>
<td>5/21/14 – 5/24/14</td>
<td>5/30/14</td>
</tr>
<tr>
<td>6/18/14 – 6/21/14</td>
<td>6/27/14</td>
</tr>
<tr>
<td>8/20/14 – 8/23/14</td>
<td>8/29/14</td>
</tr>
</tbody>
</table>

Limited-Administration CAT Tests (with Constructed Response)

English Language Arts and Reading 7–12, 8–12

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Scores Available On</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/16/13 – 10/19/13</td>
<td>11/11/13</td>
</tr>
<tr>
<td>1/22/14 – 1/25/14</td>
<td>2/17/14</td>
</tr>
<tr>
<td>4/2/14 – 4/5/14</td>
<td>4/28/14</td>
</tr>
<tr>
<td>6/11/14 – 6/14/14</td>
<td>7/7/14</td>
</tr>
</tbody>
</table>

BTLPT Spanish and LOTE EC–12 (French, German, Latin, Spanish) Tests

<table>
<thead>
<tr>
<th>Test Dates</th>
<th>Scores Available On</th>
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</thead>
<tbody>
<tr>
<td>9/7/13 – 9/14/13</td>
<td>10/7/13</td>
</tr>
<tr>
<td>11/9/13 – 11/16/13</td>
<td>12/9/13</td>
</tr>
<tr>
<td>2/8/14 – 2/15/14</td>
<td>3/10/14</td>
</tr>
<tr>
<td>3/22/14 – 3/29/14</td>
<td>4/21/14</td>
</tr>
<tr>
<td>4/26/14 – 5/3/14</td>
<td>5/26/14</td>
</tr>
<tr>
<td>7/5/14 – 7/12/14</td>
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</tbody>
</table>

TExES Braille Test

<table>
<thead>
<tr>
<th>Test Date</th>
<th>Score Reporting Date</th>
</tr>
</thead>
<tbody>
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<td>10/28/13</td>
</tr>
<tr>
<td>6/7/14</td>
<td>7/7/14</td>
</tr>
</tbody>
</table>

Scoring Services

Score Verification
For TExES CAT tests, test takers who do not pass may request score verification for the written- and spoken-response sections only of the English Language Arts and Reading 8–12 (131), English Language Arts and Reading 7–12 (231), BTLPT Spanish (190) and LOTE French (610), German (611), Latin (612) and Spanish (613) EC–12 tests. Score verification is not available for any other TExES CAT tests.

For the TExES Braille (183) test, test takers who do not pass may request score verification for the multiple-choice and/or brailled-response sections.

See “Fees for Tests and Related Services” on pages 30–31 for information regarding score verification fees. Score verification can be requested through the ETS TExES website at www.texes.ets.org or by completing the Score Verification Request form (which can also be downloaded from the ETS TExES website) and mailing it, along with the correct payment, to the address on the form.
Your request must be submitted online or received within three months of the test date, and you may not request more than one score verification per test session. The results of the score verification process will be available within four to six weeks after receipt of your request and payment.

In the event that the score verification process results in a change in your score, you will be notified, the score verification fee will be refunded and a corrected score report will be posted to your ETS testing account and transmitted to TEA. If the original score is confirmed, you will be notified and your fee will not be refunded.

**Canceling Your Scores**

**Cancellation of Test Scores by You**

**CAT**

At the end of a CAT test, you are given the option of reporting or canceling your scores for that session.

If you choose to have your scores reported, they will become part of your record and will be reported to you, to TEA and to your EPP (if applicable). Once you choose to report your scores, they cannot be canceled.

If you choose to cancel your scores, they will not be reported and they cannot be reinstated. You will not receive a refund if you cancel your scores.

If you would like to retake the test via computer after canceling your scores, you must wait at least forty-five days. (See “Test Retake Policy” on page 33.)

**TExES Braille Test**

After taking the TExES Braille test, if you decide that you do not want your scores reported, you may submit a request to cancel them. The TExES program will cancel your scores upon receipt of a completed Score Cancellation form. This form is available at test centers and can also be downloaded from the ETS TExES website at www.texas.ets.org.

Your Score Cancellation form must be received within seven days of the date on which you took the test. If you choose to cancel your scores, you will not receive a refund or credit of any kind.

If you request that your scores be canceled, they will not be reported to you, to TEA or to any EPP. Your scores will not be entered into any TExES records; therefore, after the cancellation of your scores, you will not be able to have your scores reported for any purpose.

**Cancellation of Test Scores by ETS**

ETS takes reasonable security precautions in developing and administering TExES tests and processing test scores with a view to ensuring that no test taker has an unfair advantage over other test takers. Accordingly, ETS reserves the right to withhold and ultimately cancel your scores due to misconduct and/or if ETS deems there is reason to question your scores’ validity or legitimacy (including, but not limited to, a violation of the rules set forth in the current Registration Bulletin, including the “Test Center Procedures and Regulations” on pages 38–40, and the procedures communicated to you orally or in writing at the test center).

In such cases, ETS will notify relevant parties of this decision.

Further action may be taken, including denying, revoking and/or suspending a teaching credential or certificate. Other actions, as described in “Test Center Procedures and Regulations” may be taken as deemed appropriate by TEA and/or ETS.

**Testing Irregularities**

“Testing irregularities” refers to problems with the administration of a test. Testing irregularities may result from actions of test takers, test center administrators, ETS or natural or man-made causes. When testing irregularities occur, they may affect an individual or groups of test takers. Such problems include, without limitation, administrative errors (such as improper timing, improper seating, defective materials [e.g., improper test forms] and defective equipment); improper access to test content; and other disruptions of test administrations (such as natural disasters or other emergencies). When testing irregularities occur, ETS may decline to score the test or cancel the test score. When, in ETS’s sole judgment, it is appropriate to do so, test takers will be given the opportunity to take the test again as soon as reasonably possible without charge.
Identification Discrepancies
When, in ETS’s judgment or the judgment of test administrators, there is a discrepancy in a test taker’s identification, the test taker may be dismissed from the test center. In addition, ETS may decline to score the test or may cancel the test score if the documents or photos from the test day cannot be validated or if ETS has evidence that you did not appear for the test. If test scores are canceled by ETS, the test fees will NOT be refunded.

Misconduct
When ETS or a test administrator finds that there is misconduct in connection with a test, the test taker may be dismissed from the test center and/or ETS may decline to score the test or withhold and ultimately cancel the test score. If scores are canceled, test fees are forfeited. Misconduct includes, but is not limited to, noncompliance with the “Test Center Procedures and Regulations,” on pages 38–40 of this Registration Bulletin.

Invalid Scores
ETS may also cancel scores if, in its judgment, there is substantial evidence that they are invalid for any other reason. Substantial evidence means evidence that is sufficient to persuade a reasonable person. The substantial evidence standard is lower (i.e., requires less proof) than beyond a reasonable doubt, clear and convincing and preponderance of the evidence standards. Evidence of invalid scores may include, without limitation, discrepant handwriting, discrepant photographs or fingerprints or unusual answer patterns and inconsistent performance on different parts of the test. Before canceling scores pursuant to this paragraph, ETS notifies the test taker in writing about its concerns, gives the test taker an opportunity to submit information that addresses ETS’s concerns, considers any such information submitted and offers the test taker a choice of options. The options include voluntary score cancellation, a free retest or allowing TEA to make a decision whether to accept the scores.
CONFIDENTIALITY OF INFORMATION

Privacy
TEA and ETS take the privacy of our test takers seriously and recognize your right to control the information about you that is stored by them. Their policies are designed to safeguard that information from unauthorized disclosure.

Consent
When you register for a test you will be asked to read and agree to the privacy statement below.

I understand and agree that ETS may collect my photograph, fingerprints and other types of personal information regarding my identification document(s).

The following information may be collected.
- Personal contact details from your identification documents
- Date of birth, country of residence and country of citizenship from your identification documents
- Photograph
- Signature
- Fingerprint images and templates
- Audio and video recordings of test sessions

At the Test Center
You must show the required identification documents to be admitted to test. See “Identification (ID) Requirements” on pages 36–38.

Your photograph and fingerprint may also be taken at CAT test centers. The biometric-enabled check-in system at CAT test centers is designed to protect test taker privacy and improve the security and integrity of the CAT testing process. The biometric-enabled check-in system converts a fingerprint image into a digital image that is used for identity verification purposes. To use the biometric-enabled check-in system, you must place your finger on a scanner. The system equipment will create a digitized representation of your fingerprint (a “template”). This representation template will be paired with other personal information you provide allowing ETS and TEA to identify you accurately during the testing process.

At test centers where the TExES Braille test is offered, your photograph will be taken and your fingerprint will be imprinted on your answer sheet.

Purpose and Use of Personal Information, Photographs and Fingerprints
Fingerprints, photographic images and other associated identification information will be used solely to:
- administer the tests and verify your identity on an ongoing basis as you participate in this and future testing activities
- identify and prevent testing fraud and maintain the integrity of the testing process by detecting and preventing test taking by unauthorized candidates
- provide results, scores and analysis
- facilitate test administration management and operational functions such as tracking attendance, recording test taken and scores received, communicating test and score reporting times, details and results, conducting analysis of the test, etc.
- backup data to facilitate business continuity
- maintain compliance with any contractual, legal or regulatory obligations or other legitimate business purposes

Disclosure
Your personal information may be disclosed to those third parties that provide services to ETS and TEA, provided that they have contractually agreed to only use the personal information as needed to provide the services.

Security and Retention
ETS, TEA and their service providers shall at all times protect your personal information with operational, administrative, technical and physical security safeguards.

Unless your photograph and fingerprint images are being used in connection with an active security investigation, ETS and TEA shall retain them for a maximum of five years after the last test you have taken.
Individual Rights
You may at any time:
► request access to and correction of your personal information
► make any inquiries, requests or comments in relation to the use of your personal information
► withdraw your consent to the processing of your personal data (including fingerprint data); however, if you exercise this right, you may not be allowed to take any further tests and your scores may be canceled

Requests, inquiries or comments should be directed to ETS–Texas Educator Certification Program. See “Contact Information” on pages 14–15.

Score Information
Your score information is intended only for you and your EPP (if applicable). However, background information, as noted during the registration process, is reported to the state of Texas and some institutions. ETS will not release your score information at the request of institutions or agencies except:
► for use in research studies, scoring and statistical analyses approved by TEA and that preserve your anonymity
► when information is required under compulsion of legal processes, in which case your score record and the documents you completed that are retained at ETS may be released to third parties, e.g., government agencies, parties to a lawsuit, etc., if requested pursuant to a subpoena
► Sections 205 through 208 of Title II of the Higher Education Act (HEA), as amended in 2008, require all states that require testing for licensure to provide that agency with annual performance data for students completing their state-approved teacher preparation programs. If you complete your preparation program in a given cohort year, your preparing institution will collect and forward your score information to the state for inclusion in the federally mandated educator preparation performance report. The report will contain aggregate data only and will not include any information that identifies examinees.

Note that whenever ETS has confirmed that you have submitted a TExES score directly to an educational institution, agency or district in satisfaction of one of its requirements, ETS will respond to requests for score verification from that recipient.

Recorded responses may be used for training scorers and in new test preparation materials. Test taker information, such as names and addresses, is not included when scoring responses are used for these purposes. Scorer training is essential to ensure that tests are scored in a fair and consistent manner. The use of your recorded responses will benefit future test takers by helping to improve the training of scorers, just as the scoring of your test will benefit from the use of prior test takers’ recorded responses. Test preparation materials demonstrate how the test is administered and the skills that are necessary to succeed.