Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

From Enrollment to Certification

Agenda

- Common Understandings
- TPMS
- Pre-Service Certificates/Express Lane
- Eligibility and Testing
- Program Completion
- Certification
- Questions and Contact Information

Common Understandings

- Initial Preparation Candidates must complete, but do not have to pass, the GACE content assessment, edTPA, and Ethics Exit Assessment prior to program completion.
- EPP enters completion date in TPMS.
- Completion Date must be later than all required testing attempts

Common Understandings

- Once a candidate is shown as completed in TPMS, Recommendation for Certification form is automatically generated.
- Employing School System will be able to apply for certificate(s)

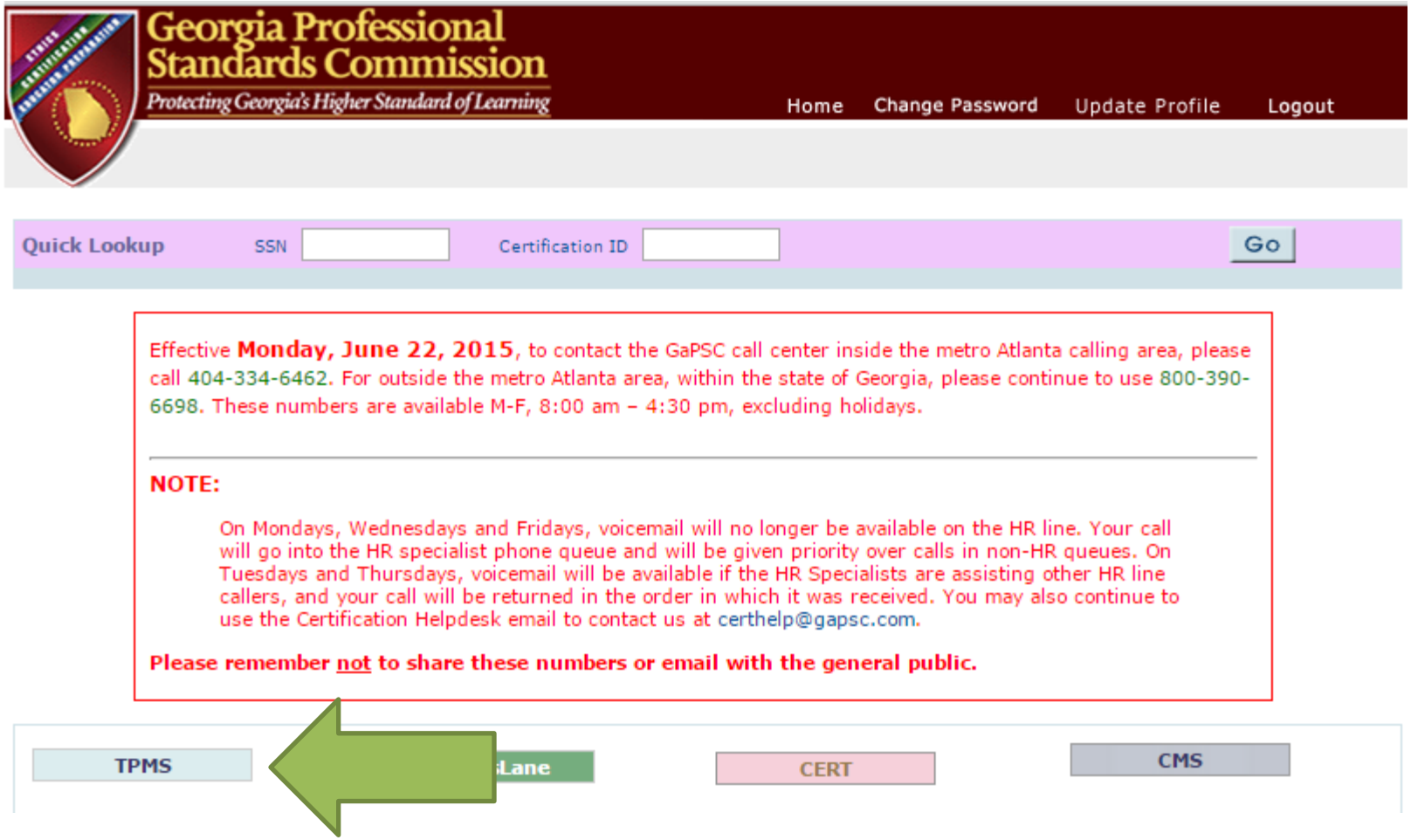
Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Phase 1

INITIAL TPMS RECORD

TPMS is on www.gapsc.org



TPMS Home Page

Welcome, Jackson Alley

Traditional Program Manageme

Home | TPMS | File Uploads | File Downloads | TPMS User Manual | Logout

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records Withdrawn Records Past Completer Records

Student ID: Search List Certification ID:

First Name: Last Name:

Program Name: --Select program--

Status: --Select Status--

Program Start Date: From: (mm/dd/yyyy) To: (mm/dd/yyyy)

Search Clear Add New Candidate

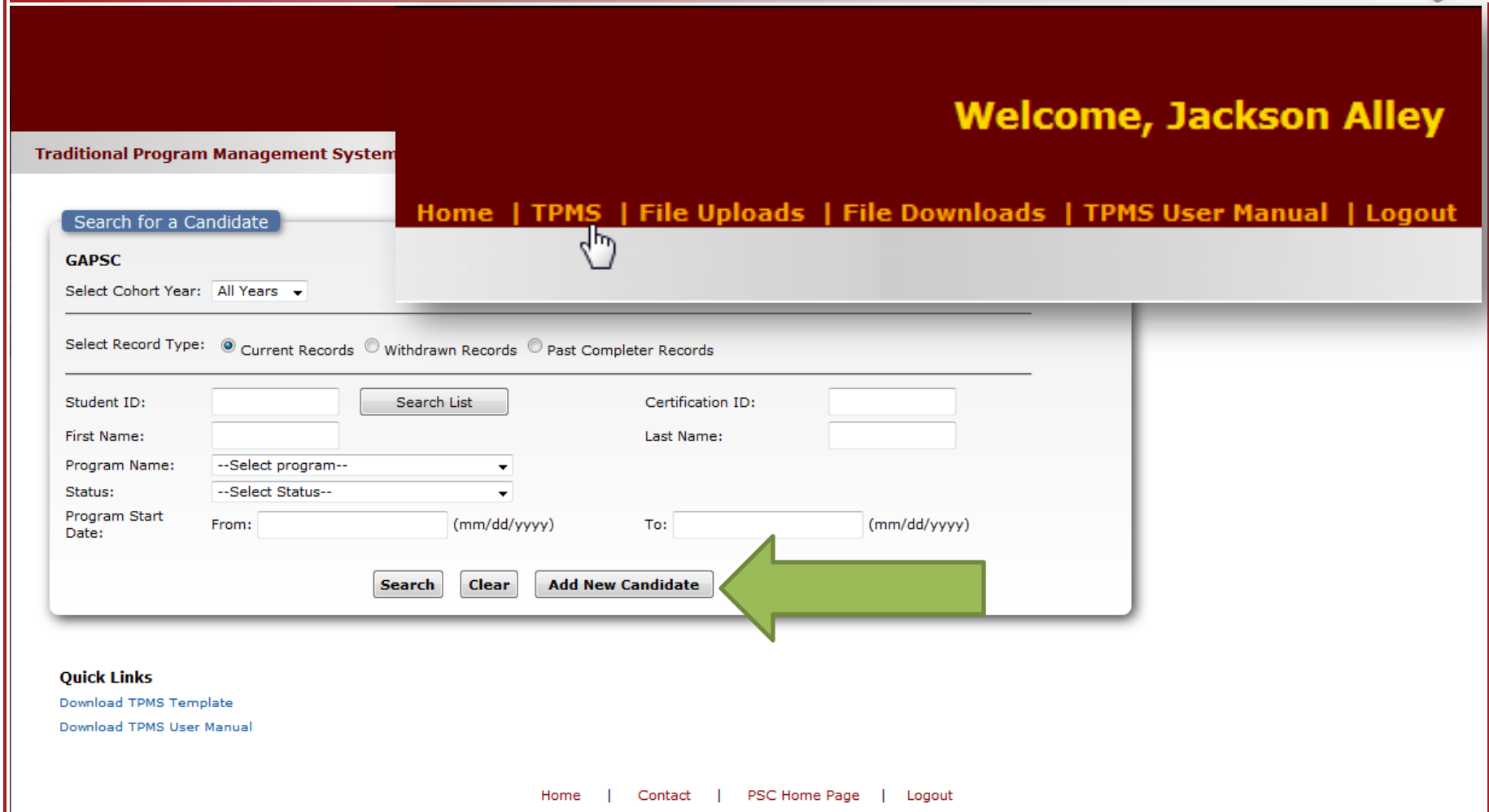
Quick Links

Download TPMS Template

Download TPMS User Manual

Home | Contact | PSC Home Page | Logout

Adding Your First Student Record



Adding Your First Student Record

Welcome, Jackson Alley

Home | TPMS | File Uploads | File Downloads | TPMS Reports | TPMS User Manual | Logout

Traditional Program Management System (TPMS)

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current R

Student ID:

First Name:

Program Name: --Select prog

Status: --Select Statu

Program Start Date: From: (mm/dd/yyyy)

Search | Clear | Add New Candidate

Add New Candidate

Student ID:

Submit | Cancel

Quick Links

Download TPMS Template

Download TPMS User Manual

Home | Contact | PSC Home Page | Logout

Adding Your First Student Record

Student Information Screen

Save | Edit | Cancel/Back

Personal Information

Student ID: GA001 *

First Name: *

Last Name: *

DOB: (mm/dd/yyyy) *

Email Address: *

Certification ID (read only):

Middle Name:

Suffix:

SSN:

Gender: --Select gender-- *

Ethnicity:

Hispanic/Latino * True False

Race:

White * True False

Asian * True False

Black or African American * True False

Native Hawaiian or Other Pacific * True False

American Indian or Alaskan Native * True False

Endorsement 3: --Select endorsement--

Withdrawn from Program: (mm/dd/yyyy)

Withdrawal Reason: --Select withdrawal reason--

Save | Edit | Cancel/Back

Adding Your First Student Record

Program Information

Cohort Year: 2014 *

Program: 5 - Art : Initial *

Program start Date: (mm/dd/yyyy): 07/17/2014 *

Delivery Mode: Face-to-Face *

Entry GPA: 3.0 *

Site: Georgia Professional Standards Commission *

Clinical Practice Begin Date: (mm/dd/yyyy) [ ] Cooperating Teacher(s)

GACE Eligibility: No

Ethics Eligibility: No

Degree: --Select degree-- *

- --Select degree--
- 1 - Bachelor of Arts
- 2 - Bachelor of Science
- 3 - Bachelor of Arts in Education
- 4 - Bachelor of Science in Education
- 16 - Bachelor of Music
- 21 - Bachelor of Education
- 22 - Bachelor of Fine Arts
- 39 - Bachelor of Law

MyPSC Confirmation Date: (mm/dd/yyyy)

Pre-Service Certification?:

Certification Field A:

Certification Field B: --Select a field--

Endorsement 1: --Select endorsement--

Endorsement 2: --Select endorsement--

Endorsement 3: --Select endorsement--

Withdrawn from Program: (mm/dd/yyyy)

Withdrawal Reason: --Select withdrawal reason--

Provisionally Admitted Indicator: --Select--

Exit GPA:

Program Admissions Exemption Indicator: --Select--

Clinical Practice Completion Date: (mm/dd/yyyy)

Program Completion Date: (mm/dd/yyyy)

EdTPA Eligibility: No

Degree Awarded: (mm/dd/yyyy)

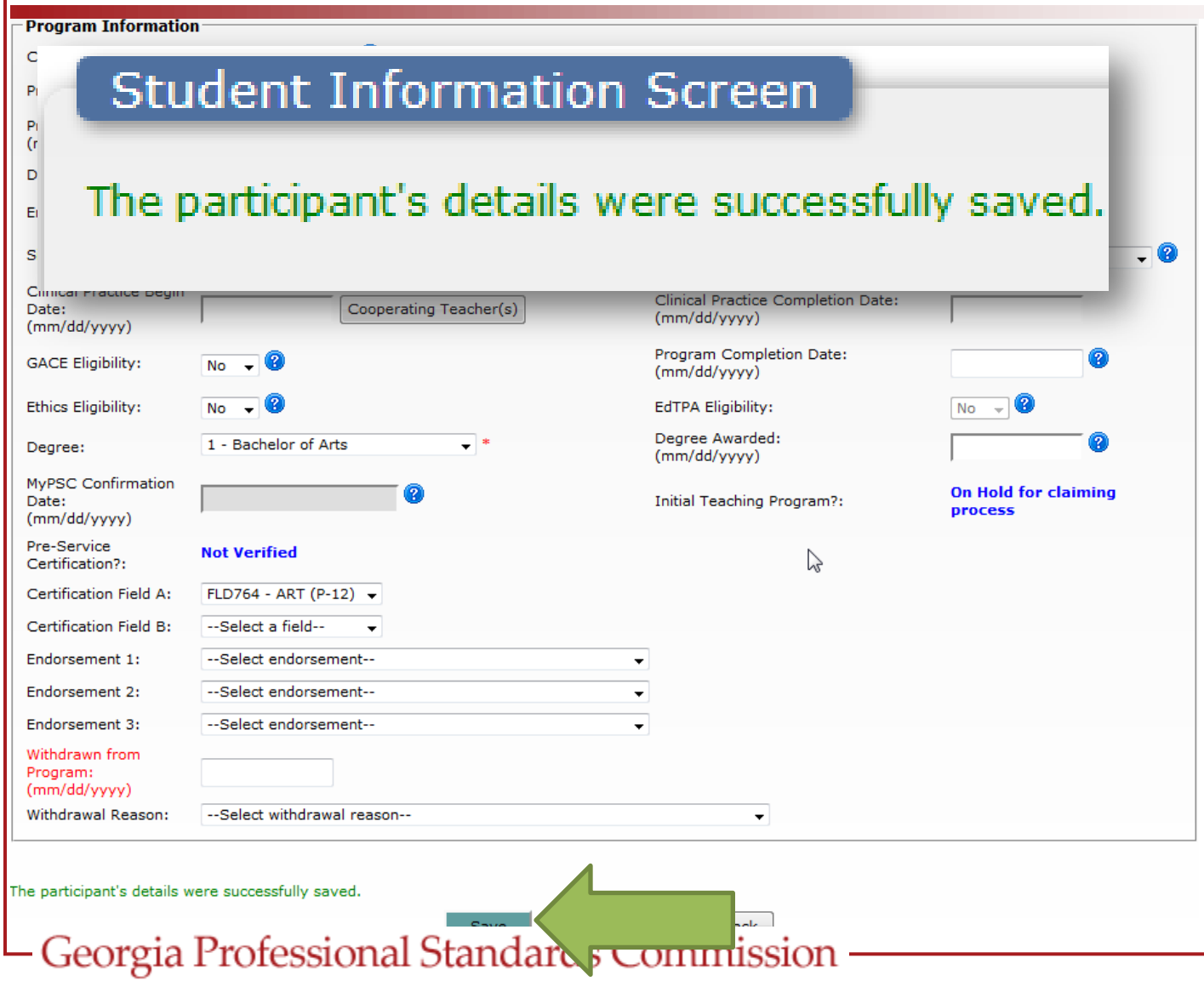
Initial Teaching Program?: **On Hold for claiming process**

Adding Your First Student Record

Program Information

Cohort Year	2014 *		
Program:	5 - Art : Initial *		
Program start Date: (mm/dd/yyyy)	07/17/2014 *		
Delivery Mode:	Face-to-Face *	Provisionally Admitted Indicator:	--Select--
Entry GPA:	3.0 *	Exit GPA:	
Site:	Georgia Professional Standards Commission *	Program Admissions Exemption Indicator:	--Select--
Clinical Practice Begin Date: (mm/dd/yyyy)	Cooperating Teacher(s)	Clinical Practice Completion Date: (mm/dd/yyyy)	
GACE Eligibility:	No	Program Completion Date: (mm/dd/yyyy)	
Ethics Eligibility:	No	EdTPA Eligibility:	No
Degree:	--Select degree-- *	Degree Awarded: (mm/dd/yyyy)	
MyPSC Confirmation Date: (mm/dd/yyyy)		Initial Teaching Program?:	**On Hold for claiming process**
Pre-Service Certification?:	**Not Verified**		
Certification Field A:	FLD764 - ART (P-12)		
Certification Field B:	--Select a field--		
Endorsement 1:	--Select endorsement--		
Endorsement 2:	--Select endorsement--		
Endorsement 3:	--Select endorsement--		
Withdrawn from Program: (mm/dd/yyyy)			
Withdrawal Reason:	--Select withdrawal reason--		

Adding Your First Student Record



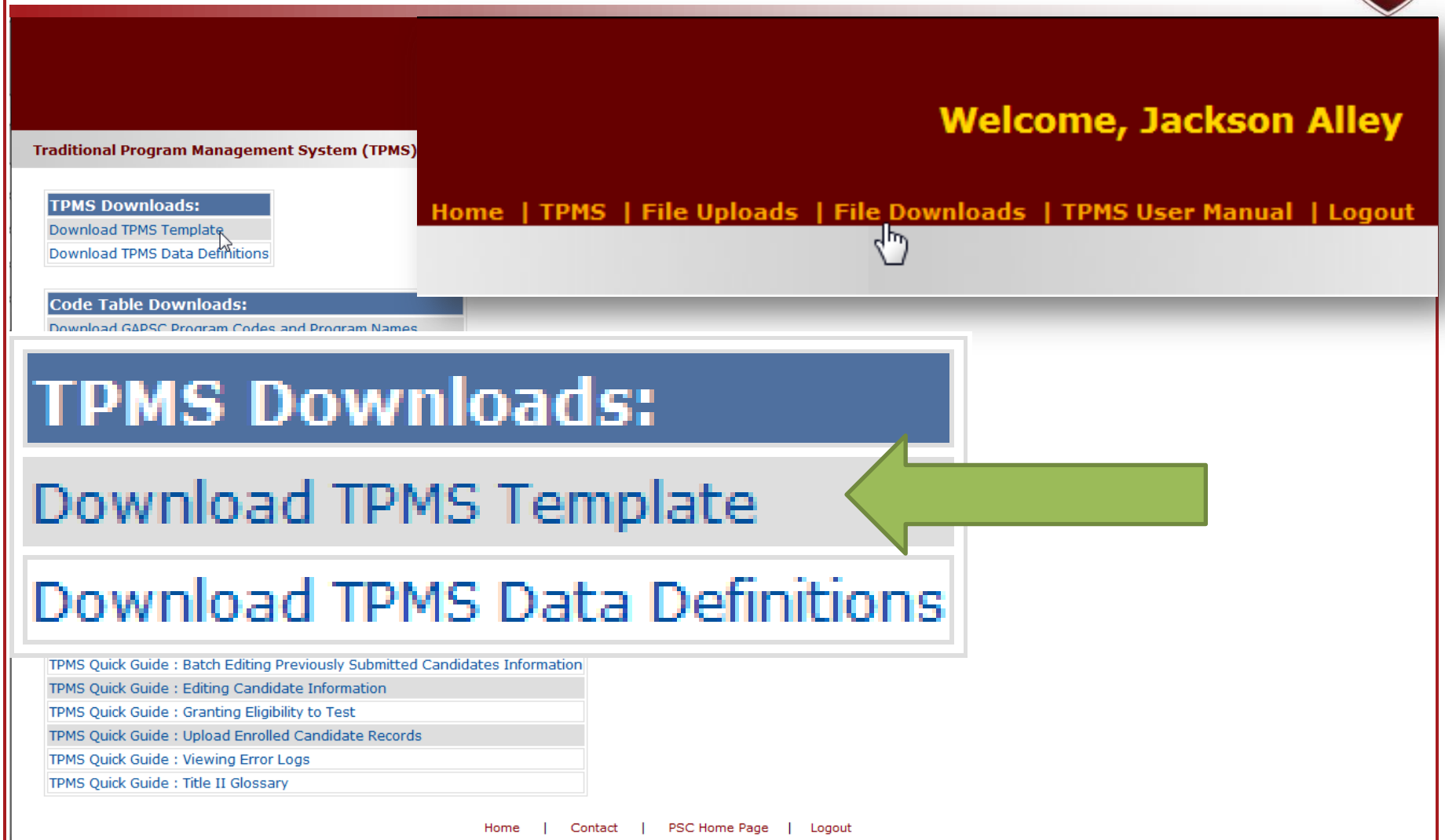
Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Phase 1

BATCH FILE PROCESSING

Adding New Records in Batch



TPMS File Submission Codes

Traditional Program Management System (TPM

TPMS Downloads:
- Download TPMS Template
- Download TPMS Data Definitions

Code Table Downloads:
- Download GAPSC Program Codes and Program Names
- Download Site Codes and Site Names
- Download Delivery Modality
- Download Degree Codes and Degrees
- Download Field Codes and Field Names
- Download Program Admission Exemption Codes
- Download Withdrawal Reason Codes
- Download Non-Georgia Certified Cooperating Teacher Codes
- Download Georgia Title II Instruction Manual

Help Downloads:
- Download TPMS User Manual
- TPMS Webinar Presentation
- TPMS Quick Guide : Adding a New Candidate Record
- TPMS Quick Guide : Batch Editing Previously Submitted Candid
- TPMS Quick Guide : Editing Candidate Information
- TPMS Quick Guide : Granting Eligibility to Test
- TPMS Quick Guide : Upload Enrolled Candidate Records
- TPMS Quick Guide : Viewing Error Logs
- TPMS Quick Guide : Title II Glossary

Welcome, Jackson Alley

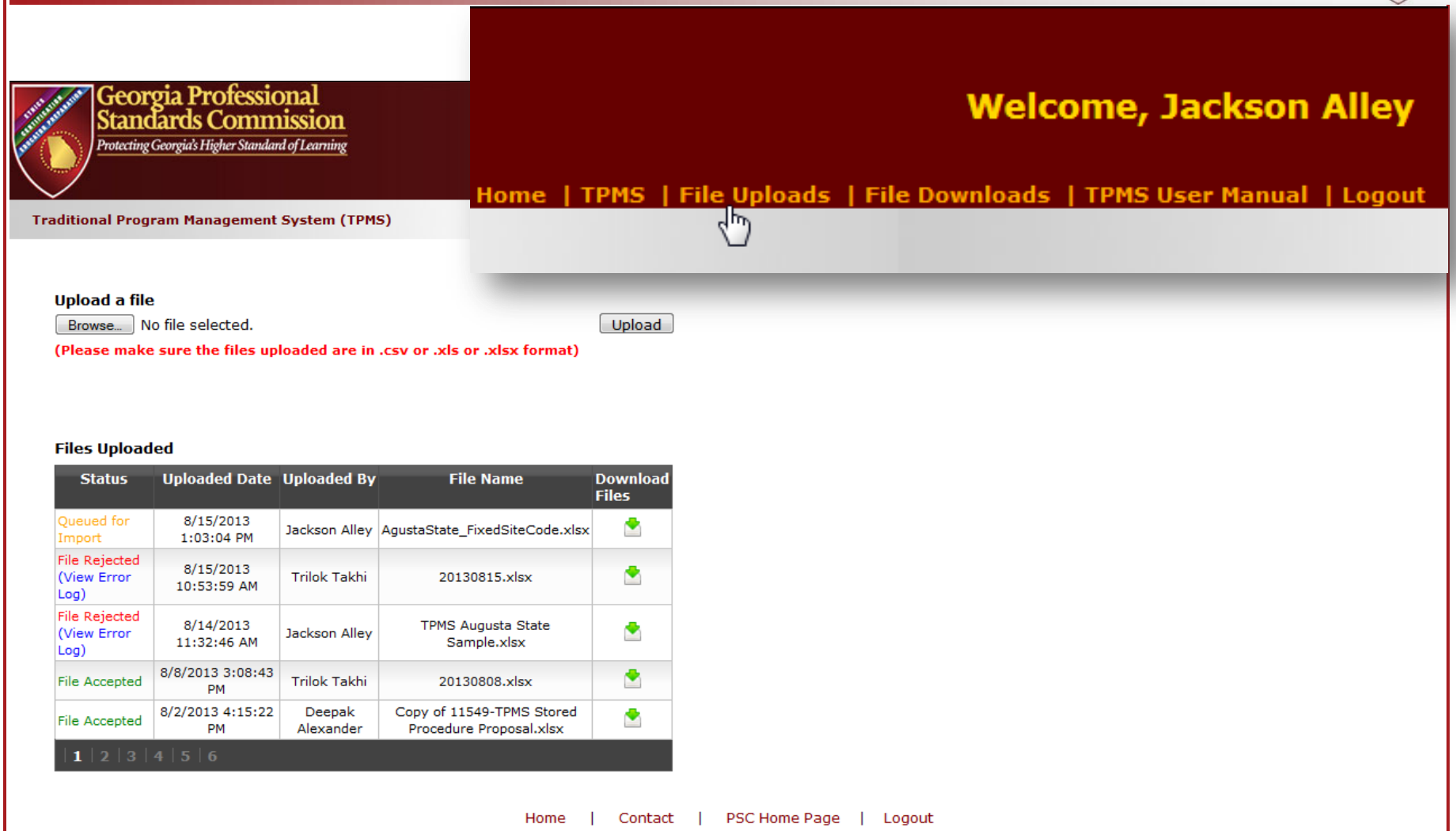
Home | TPMS | File Uploads | File Downloads | TPMS User Manual | Logout

Code Table Downloads:
- Download GAPSC Program Codes and Program Names
- Download Site Codes and Site Names
- Download Delivery Modality
- Download Degree Codes and Degrees
- Download Field Codes and Field Names
- Download Program Admission Exemption Codes
- Download Withdrawal Reason Codes
- Download Non-Georgia Certified Cooperating Teacher Codes
- Download Georgia Title II Instruction Manual

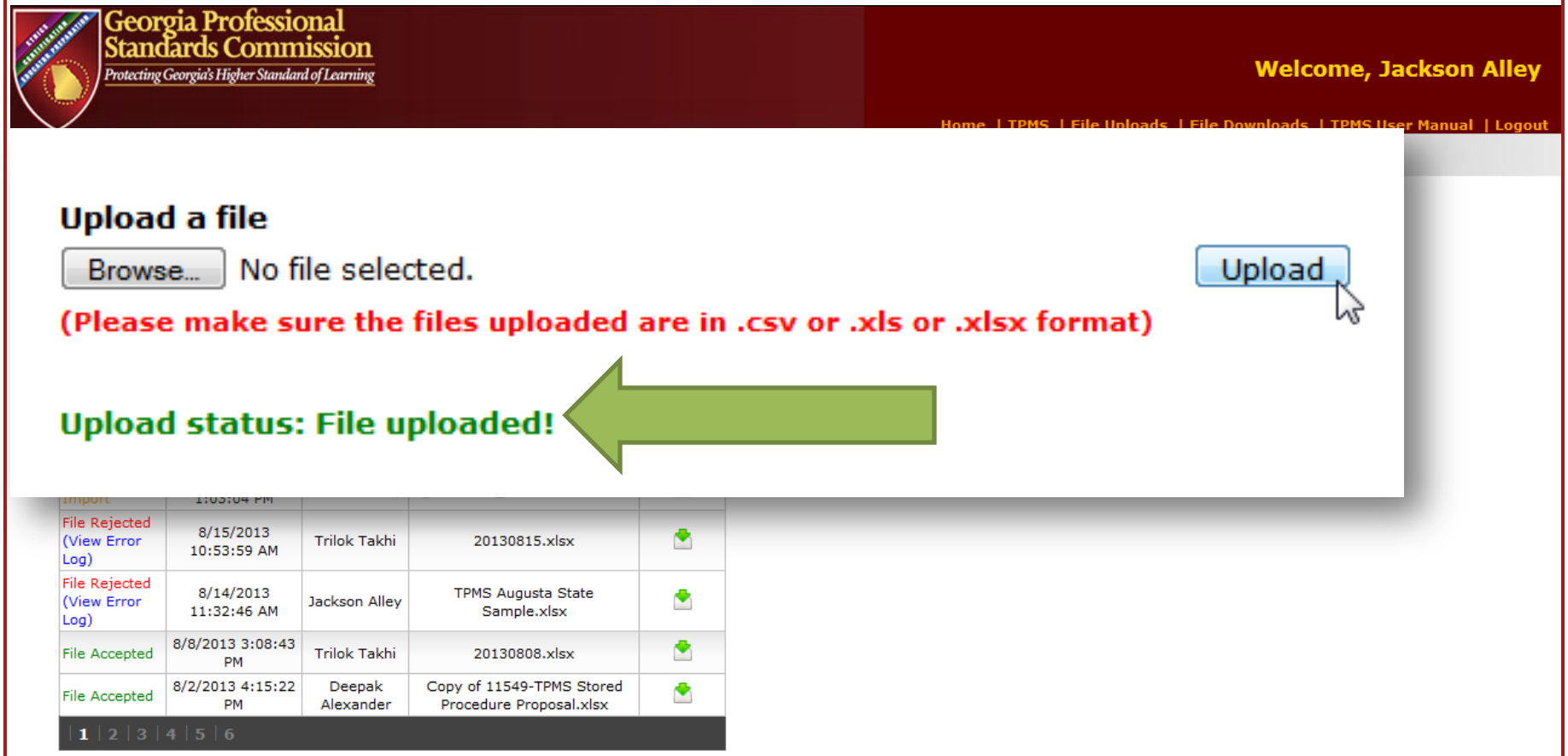
TPMS Template: Required Elements

Required Information	
Personal Information	**Program Information**
Student ID	Program ID
First Name	Program Start Date
Last Name	Site Code
Email Address	Program Delivery Modality
Date of Birth	Entry GPA
Gender	Degree Code
Race & Ethnicity	Field Code(s) and/or Endorsement Code(s)

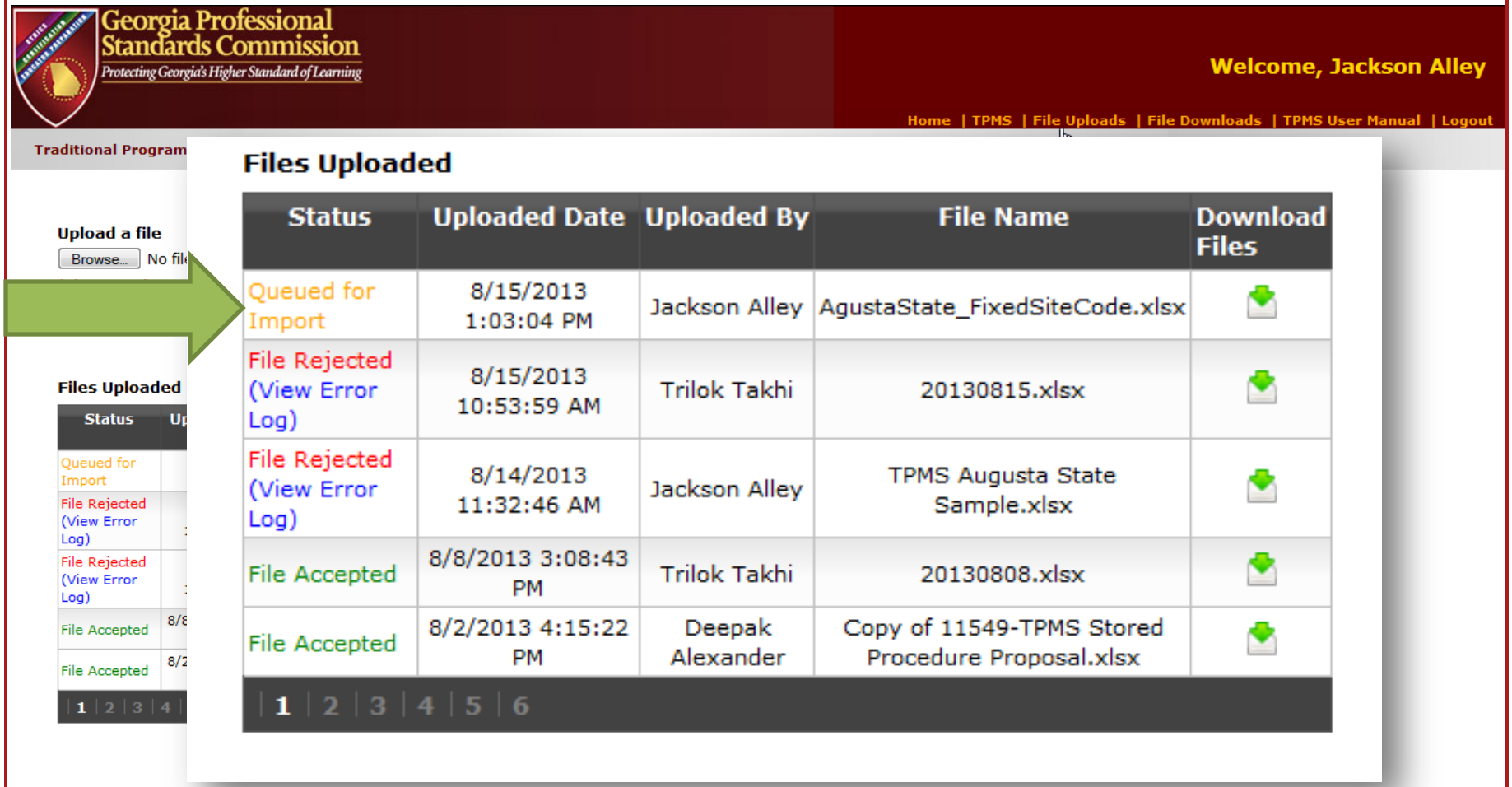
Adding New Records in Batch



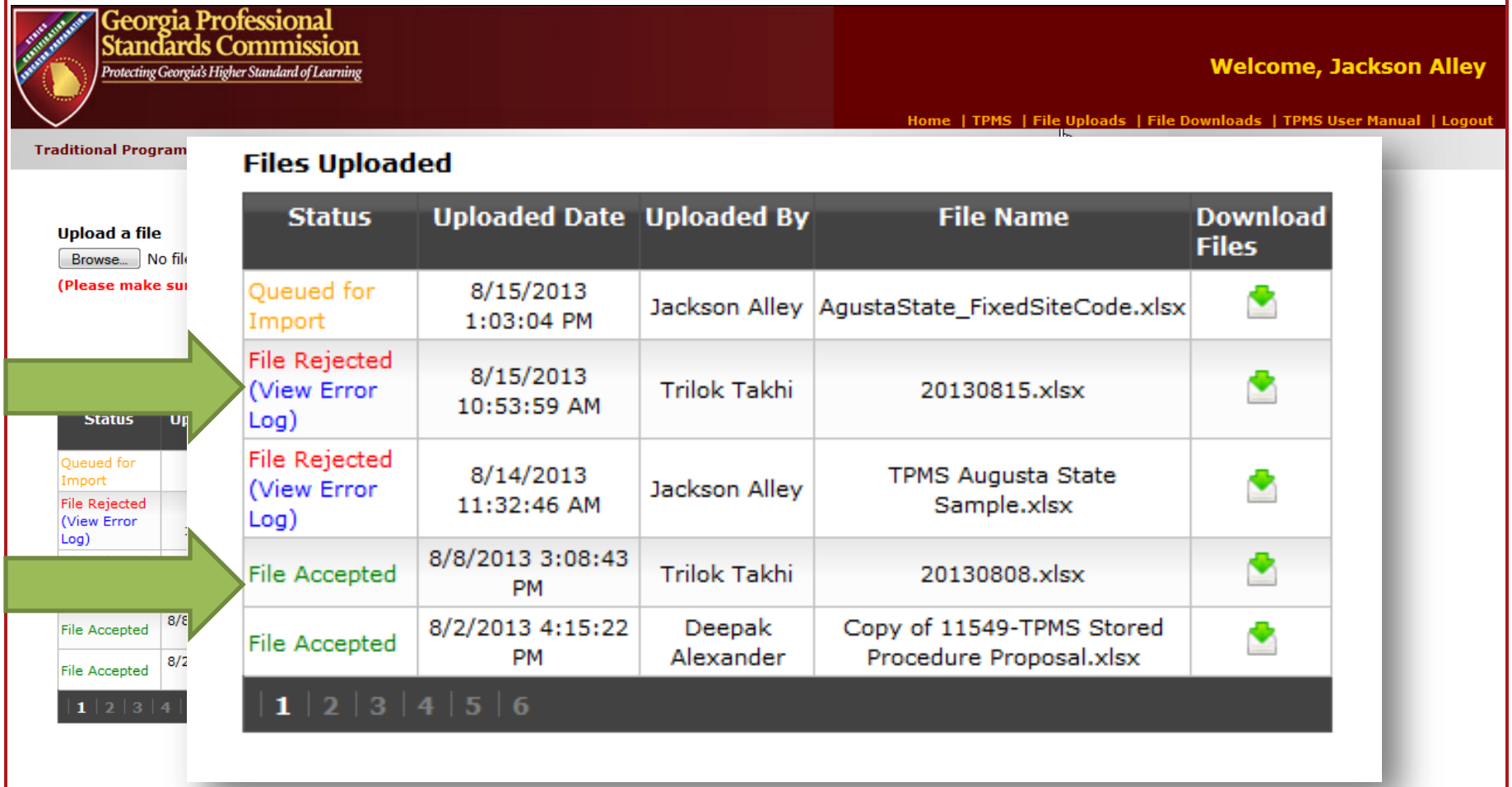
Adding New Records in Batch



Uploaded Files Reports



Uploaded Files Reports



Viewing Error Logs

Georgia Professional Standards Commission
Protecting Georgia's Higher Standard of Learning

Welcome, Jackson Alley

Home | TPMS | File Uploads | File Downloads | TPMS User Manual | Logout

Traditional Program

Upload a file

Browse... No fil

(Please make su

Queued for Import	
File Rejected (View Error Log)	
File Rejected (View Error Log)	
File Accepted	8/8
File Accepted	8/2

1 | 2 | 3 | 4

Files Uploaded

Status	Uploaded Date	Uploaded By	File Name	Download Files
Queued for Import	8/15/2013 1:03:04 PM	Jackson Alley	AgustaState_FixedSiteCode.xlsx	
File Rejected (View Error Log)	8/15/2013 10:53:59 AM	Trilok Takhi	20130815.xlsx	
File Rejected (View Error Log)	8/14/2013 11:32:46 AM	Jackson Alley	TPMS Augusta State Sample.xlsx	
File Accepted	8/8/2013 3:08:43 PM	Trilok Takhi	20130808.xlsx	
File Accepted	8/2/2013 4:15:22 PM	Deepak Alexander	Copy of 11549-TPMS Stored Procedure Proposal.xlsx	

1 | 2 | 3 | 4 | 5 | 6

Viewing Error Logs

Files Uploaded

Status	Uploaded Date	Uploaded By	File Name	Download Files
File Accepted	8/8/2013 3:08:43 PM	Trilok Takhi	20130808.xlsx	
File Accepted	8/2/2013 4:15:22 PM	Deepak Alexander	Copy of 11549-TPMS Stored Procedure Proposal.xlsx	

Row Number	Error Description
2	Program Id is invalid
3	Program Id is invalid
4	Program Id is invalid
5	Program Id is invalid
6	Program Id is invalid
7	Program Id is invalid
8	Program Id is invalid
9	Program Id is invalid
10	Program Id is invalid
11	Program Id is invalid

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | ...

Download Error Log

Viewing Error Logs

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of Le

Traditional Program Management Syst

Upload a file

Browse... No file selected.

(Please make sure the files upload

Files Uploaded

Status	Uploaded Date
File Accepted	8/8/2013 3:08:43 PM
File Accepted	8/2/2013 4:15:22 PM
File Accepted	8/1/2013 2:40:27 PM
File Rejected (View Error Log)	8/1/2013 2:37:59 PM
File Rejected (View Error Log)	8/1/2013 1:36:45 PM

1 | 2 | 3 | 4 | 5 | 6

Error Log: for file AgustaState_T

Row Number	
3	Invalid E-mail address
4	Gender column has inva

Files Uploaded

Status	Uploaded Date	Uploaded By	File Name	Download Files
File Accepted	8/8/2013 3:08:43 PM	Trilok Takhi	20130808.xlsx	
File Accepted	8/2/2013 4:15:22 PM	Deepak Alexander	Copy of 11549-TPMS Stored Procedure Proposal.xlsx	
File Accepted	8/1/2013 2:40:27 PM	Jackson Alley	AgustaState_TestErrors.xlsx	
File Rejected (View Error Log)	8/1/2013 2:37:59 PM	Jackson Alle		
File Rejected (View Error Log)	8/1/2013 1:36:45 PM	Jackson Alley	AgustaState_TestErrors.xlsx	

1 | 2 | 3 | 4 | 5 | 6

Error Log: for file AgustaState_TestErrors.xlsx

Row Number	Error Description
3	Invalid E-mail address
4	Gender column has invalid value

Home | Contact | PSC Home Page | Logout

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Phase 2

PRE-SERVICE CERTIFICATION EXPRESSLANE

Pre-Service Process

- Candidates create a MyPSC account at mypsc@gapsc.org
- Candidates request eligibility, using for Reason For Testing #7, to complete the Educator Ethics Assessment – Program Entry (350)
- Candidates complete an application for Pre-Service Certificate and a VLP (Verification of Lawful Presence)

Pre-Service Process

- EPPs request Pre-Service Certificate through ExpressLane, within 90 days of the application being signed; signed and notarized VLP, and a copy of an acceptable identification
- Once Pre-service certificate is issued (viewable in TPMS), input into TPMS clinical practice dates and certification ID # of cooperating teacher

Requesting a Pre-Service Certificate

- EPPs request Pre-Service Certificate through ExpressLane, within 90 days of the application being signed; signed and notarized VLP, and a copy of an acceptable identification.
- An indicator in TPMS will show if the Pre-service certificate has been issued.

ExpressLane is on www.gapsc.org

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of Learning

Home | Change Password | Update Profile | Logout

Quick Lookup SSN Certification ID Go

Effective **Monday, June 22, 2015**, to contact the GaPSC call center inside the metro Atlanta calling area, please call 404-334-6462. For outside the metro Atlanta area, within the state of Georgia, please continue to use 800-390-6698. These numbers are available M-F, 8:00 am – 4:30 pm, excluding holidays.

NOTE:

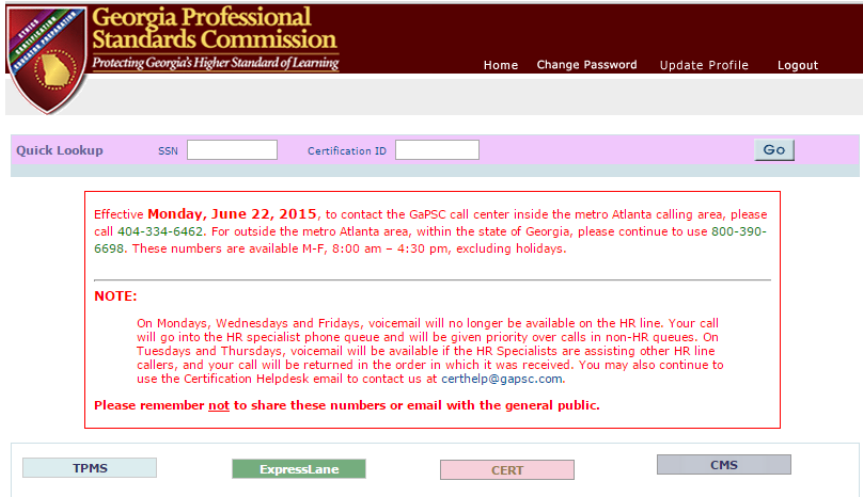
On Mondays, Wednesdays and Fridays, voicemail will no longer be available on the HR line. Your call will go into the HR specialist phone queue and will be given priority over calls in non-HR queues. On Tuesdays and Thursdays, voicemail will be available if the HR Specialists are assisting other HR line callers, and your call will be returned in the order in which it was received. You may also continue to use the Certification Helpdesk email to contact us at certhelp@gapsc.com.

Please remember not to share these numbers or email with the general public.

TPMS | ExpressLane | CMS

Using ExpressLane

- Click the ExpressLane button on the home page of www.gapsc.org
- If you do not have an ExpressLane button, contact angie.gant@gapsc.com



Request a Pre-Service Transaction

Pre-requisites – these things **must be done** before you can request a Pre-Service Transaction on ExpressLane

- Your programs have been set up in the GaPSC system.
- You have entered your candidate(s) in TPMS.
- Your candidate(s) have claimed enrollment through mypsc.gapsc.org and have requested eligibility to take the Ethics Entry assessment.
- Your candidate(s) have completed the Ethics Entry assessment, and you have allowed 4-5 days for GaPSC to receive the data.
- You have all completed paperwork in-hand (and preferably scanned into a black and white PDF or multipage TIFF file).

What Paperwork is Needed?

- The Pre-Service Application, completed and signed by the applicant.
- A notarized Verification of Lawful Presence, complete and signed by the applicant, and a copy of an acceptable identification.

You can obtain these from a link at the bottom of the www.gapsc.org home page.

Pre-Service Application and VLP Form

Standards Commission
Protecting Georgia's Higher Standard of Learning

Home | Change Password | Update Profile | Logout

Quick Lookup SSN Certification ID Go

Effective **Monday, June 22, 2015**, to contact the GaPSC call center inside the metro Atlanta calling area, please call 404-334-6462. For outside the metro Atlanta area, within the state of Georgia, please continue to use 800-390-6698. These numbers are available M-F, 8:00 am – 4:30 pm, excluding holidays.

NOTE:

On Mondays, Wednesdays and Fridays, voicemail will no longer be available on the HR line. Your call will go into the HR specialist phone queue and will be given priority over calls in non-HR queues. On Tuesdays and Thursdays, voicemail will be available if the HR Specialists are assisting other HR line callers, and your call will be returned in the order in which it was received. You may also continue to use the Certification Helpdesk email to contact us at certhelp@gapsc.com.

Please remember not to share these numbers or email with the general public.

TPMS | ExpressLane | CERT | CMS

Message Center

Ethics Notices last updated on 2/1/2010

If you need ass

Certification Update

Certification Resources

Certification Training Library

GS3 Training Video

Downloads

Certification Applications and Forms

Pre-Service Certificate Application

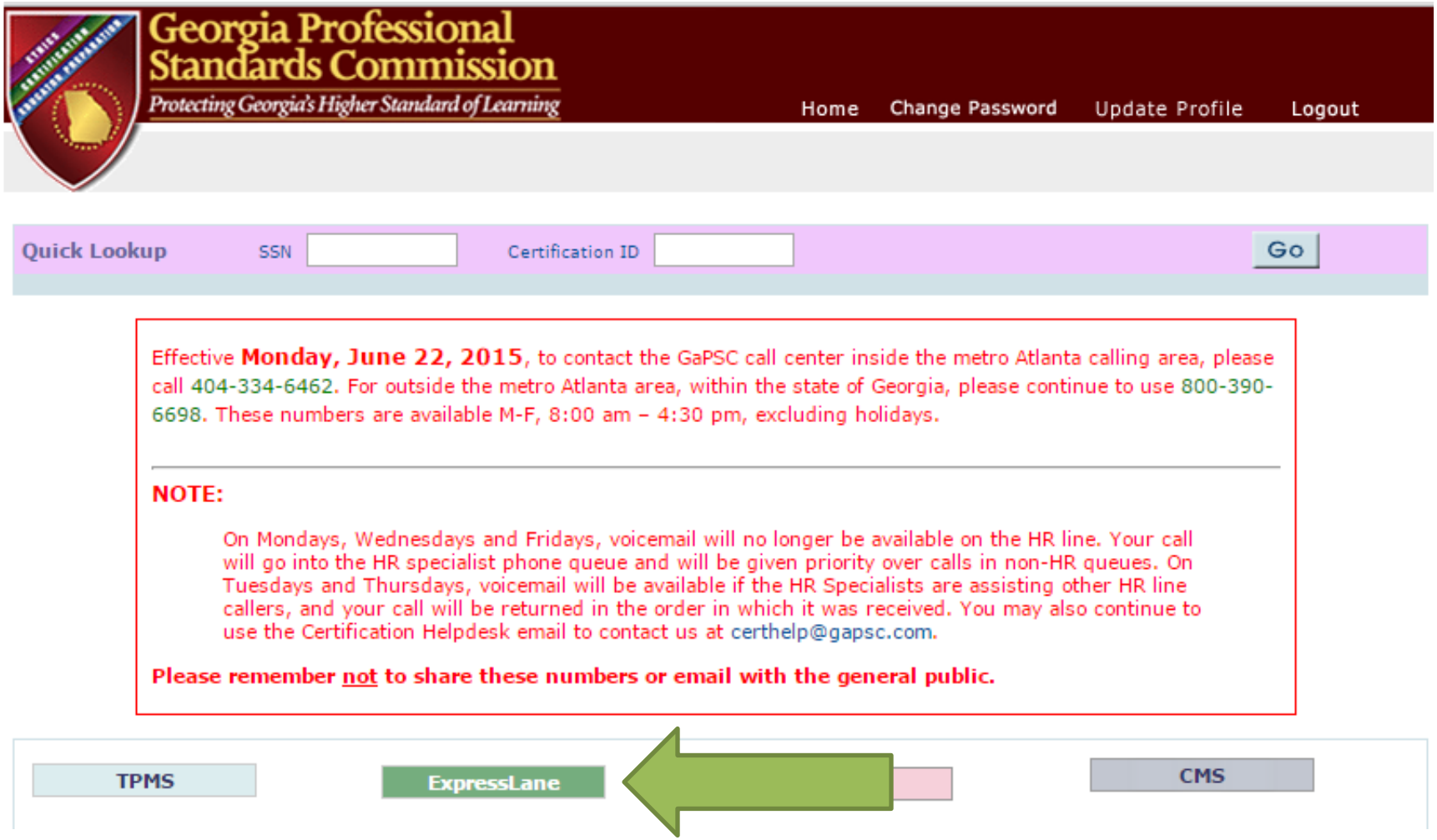
Links

PSC Home Page

GATAPP Home Page

Georgia School Superintendents Association

Using ExpressLane



ExpressLane Home Screen

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of Learning

Home | Change Password | Update Profile | Logout

Welcome, Chuck McCampbell

[Return to Home Page]

Welcome to the *ExpressLane*

NOTE: A complete certification application signed by the applicant is required for ExpressLane cases

Click <here> for a PowerPoint tutorial of ExpressLane operations. For assistance, email certhelp@gapsc.com

I. Find or enter an applicant

Please enter the applicant's Social Security Number **OR** Certification ID

SSN [ ] **OR** Certification ID [ ] Search

II. Your current and/or recently completed transactions

Records as of 7/22/2015 12:59:24 PM

(•) Show All ( ) Fax/upload not received ( ) Cases created last 90 days ( ) Cases closed last 90 days ( ) Cases on hold

Refresh

Legend: [c] generate new cover sheet [w] withdraw transaction [u] upload file

CertID	Name	Created	Status
No records found!			

Starting an ExpressLane Transaction

- Enter a candidate's SSN or CertID and click the Search button
  - You can find the CertID in TPMS after your candidate claims enrollment
- Update the candidate's information on the next page.

Update Information

Enter or Update Applicant's Personal Information

Please check and update the following information. If there is an error here, a certificate might show the wrong name OR be sent to the wrong person.

Title	(Mr, Mrs, Ms, etc.)
First Name (required)	Charles
Middle Name	
Last Name (required)	McCampbell
Suffix	Jr (Jr, Sr, III, etc.)
First Address Line (required)	[redacted]
Second Address Line	
City (required)	[redacted]
State (required)	GA
Zip Code (required)	[redacted]

Because this educator is registered on MyPSC, you will not be able to edit the educator's email address. Please advise educators to update their personal profile information on the MyPSC website at http://mypsc.gapsc.org.

Email Address (required)	chuck.mccampbell@gapsc.com
Home phone	[redacted]
Date of Birth (required)	[redacted] (mm/dd/yyyy)

Quit | Save Changes | Continue

Enter VLP Information

- Reading from the VLP form provided by your candidate, enter information.
- Click Save Affidavit when done.
- Click Choose Transactions to proceed.

VLP Information

Standards Commission
Protecting Georgia's Higher Standard of Learning

Home Change Password Update Profile

Welcome, Chuck McCam

Return to Home Page]

Enter or Update Verification of Lawful Presence Information for Charles McCampbell

All applicants for a credential issued by the Georgia Professional Standards Commission must comply with O.C.G.A 50-36-1(e)(2) by submitting a signed and notarized affidavit verifying lawful presence within the United States and a copy of a secure and verifiable document.

VLP documents have been reviewed for this person. You may not edit the information displayed below.

Asserted Status (required)	I am a United States citizen.
Alien number	
Date notarized (required)	01/01/2015 (mm/dd/yyyy)
Document provided (required)	An unexpired driver's license issued by one of the United States, the

Quit | Save Affidavit | Choose Transactions

Last Modified 5/21/2015

This page is best viewed using Internet Explorer v5.0 or higher at 800 x 600 screen resolution or above.

Select a Transaction

If the ExpressLane screen does not offer you the "Pre-Service Certificate" transaction…

STOP

One of the pre-requisites is missing. Click the "Quit" button.

Stop or Go?

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of Learning

Home Change Password Update Profile Logout

Welcome, Chuck McCampbe

[Return to Home Page]

ExpressLane

The following actions are possible for Charles McCampbell, CertID 676215

- Submit documentation - this WILL NOT open a case
- Name Change
- **Pre-Service Certificate**

Quit Next

The following information comes directly from our database and is current as of 7/22/2015 1:18:26 PM . If you have any questions or feel there are inaccuracies, please contact us as soon as possible by email at CertHelp@GAPSC.com. For questions concerning educator disciplinary matters, email ethics@gapsc.com

Stop or Go?

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of Learning

Home Change Password Update Profile Logout

Welcome, Chuck McCampbell

[Return to Home Page]

ExpressLane

The following actions are possible for Charles McCampbell, CertID 676215

- Submit documentation - this WILL NOT open a case
- Name Change
- Initial - Out-of-state Certificate
- Initial - Program Completion
- Initial - System Request

Quit Next

The following information comes directly from our database and is current as of 7/22/2015 1:18:26 PM . If you have any questions or feel there are inaccuracies, please contact us as soon as possible by email at CertHelp@GAPSC.com. For questions concerning educator disciplinary matters, email ethics@gapsc.com

ExpressLane - Finishing

- After you select the “Pre-Service Certificate” transaction and click the Next button, follow the directions on screen.
- You can upload a scanned PDF or multipage TIF image of the documentation or you can fax it to us. Directions are given to at the end of each ExpressLane transaction.

ExpressLane – Follow the Progress

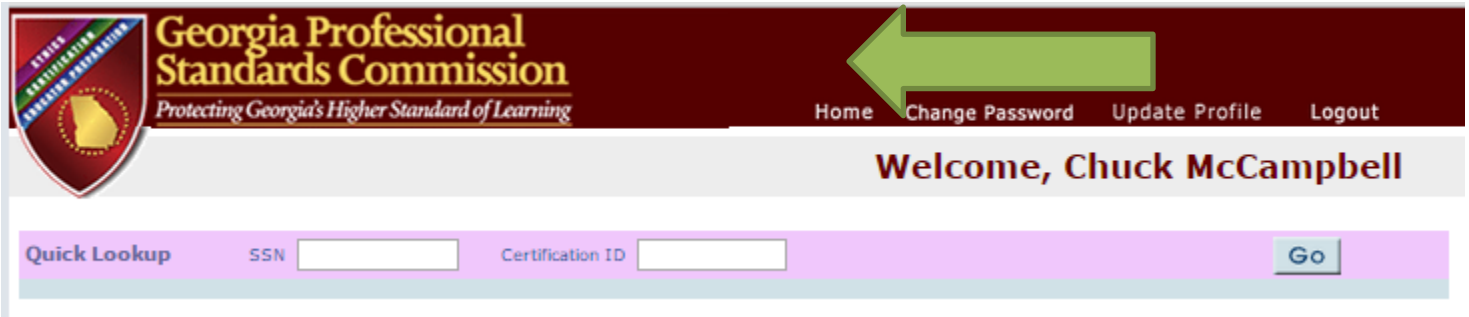
You will see a list of your ExpressLane transactions at the bottom of the ExpressLane home page. You can follow the status of a transaction from there.

Pre-Service Transactions – What to Expect

- Pre-Service transactions are quickly vetted for complete documentation
  - The case may be put “on hold” if something is missing
  - Your candidate will receive notification by correspondence posted to their MyPSC account if anything is missing
- The GCIC background check can take several days to complete
- If your applicant self-reported potential problems on the application, or a GCIC background check reveals issues of interest, an Ethics staff person will contact your candidate . A significant amount of time may be required, depending on the candidate’s responsiveness and the severity of the issue.

Pre-Service Certificates

- TPMS shows you that a Pre-Service Certificate has been issued.
- You can see that a Pre-Service Certificate has been issued for a candidate "Quick Lookup" viewer available near the top of the www.gapsc.org home page. School districts can use this same tool for the same purpose!



- Your candidate can see that a Pre-Service Certificate has been issued in their Credentials viewer on MyPSC.

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Phase 4

ELIGIBILITY & TESTING

Search All Candidates

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records / Withdrawn Records / Past Completer Records

Student ID: Search List Certification ID:

First Name: Last Name:

Program Name: --Select program--

Site: --Select site--

Status: --Select Status--

Program Start Date From: (mm/dd/yyyy) To: (mm/dd/yyyy)

Search Clear Add New Candidate

Select an Action: --Select-- Submit Download File Upload File View: --Select--

☑	Cohort Year	Student ID	GaCert ID	Name	Program Name	Program Start Date	Clinical Practice Begin Date	Clinical Practice Completion Date	GACE Eligible	Ethics Exit Eligible	EdTPA Eligible
☑	2013	[illegible]	[illegible]	[illegible]	Middle Grades : Initial	2012-08-15	2015-05-06		No	No	No
☑	2011	[illegible]	[illegible]	[illegible]	Art : Initial	2009-01-01			No	No	No
☑	2014	[illegible]	[illegible]	[illegible]	Special Education General Curriculum/ECE : Initial	2014-09-01			Yes	Yes	No
☑	2014	[illegible]	[illegible]	[illegible]	Art : Initial	2013-08-18			Yes	No	No
☑	2014	[illegible]		[illegible]	Economics : Initial	2014-06-01			No	No	No
☑	2011	[illegible]		[illegible]	Economics : Initial	2009-01-01			No	No	No
☑	2011	[illegible]		[illegible]	ECE : Initial	2014-07-17			No	No	No
☑	2012	[illegible]		[illegible]	Art : Initial	2013-06-04			No	No	No
☑	2014	[illegible]		[illegible]	Art : Initial	2014-07-17			No	No	No

Search For Student

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records Withdrawn Records Past Completer Records

Student ID: GA001 Search List

Certification ID:

First Name:

Last Name:

Program Name: --Select program--

Status: --Select Status--

Program Start Date: From: (mm/dd/yyyy) To: (mm/dd/yyyy)

Search Clear Add New Candidate

Select an Action: --Select-- Submit Download File Upload File View: --Select--

	Cohort Year	Student ID	GaCert ID	Name	Program Name	Program Start Date	Clinical Practice Begin Date	Clinical Practice Completion Date	Eligible to Test	Program Completion Date	Withdrawal Date
	2014	GA001		Bond, James	Art : Initial	2014-07-17			No		

1 1 Next

Search For Multiple Students

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records

Student ID: GA001

First Name:

Program Name: --Select program--

Status: --Select Status--

Program Start Date: From:

Comma-separated Student ID's

GA001,GA002,GA003

Submit Clear

Select an Action: --Select--

	Cohort Year	Student ID	GaCert ID	Name	Program Name	Program Start Date	Practice Begin Date	Practice Completion Date	Eligible to Test	Program Completion Date	Withdrawal Date
	2014	GA001		Bond, James	Art : Initial	2014-07-17			No		

1 1 Next

Search By Program

Welcome, Jackson Alley

Home | TPMS | File Uploads | File Downloads | TPMS Reports | TPMS User Manual | Logout

Traditional Program Management System (TPMS)

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records Withdrawn Records Past Completer Records

Student ID: Search List Certification ID:

First Name: Last Name:

Program Name:

Status:

Program Start Date: m/dd/yyyy)

--Select program--
11 - Agriculture Education : Initial
2551 - Art : Initial (Developmental)
5 - Art : Initial
12 - Biology : Advanced
594 - Birth Through Five Education : Initial
1 - Broad Field Science : Initial
13 - Business Education : Initial
2234 - Career Tech Instruction : Endorsement
26 - Chemistry : Initial
2414 - Computer Science Endorsement : Endorsement
2153 - Dance Education : Initial
2 - Early Childhood Education (ECE) : Initial
15 - Earth/Space Science : Initial
2114 - ECE : Initial
10 - Economics : Initial
1393 - Educational Leadership : Advanced
1463 - Educational Leadership Performance-based Program : Initial
2282 - Educational Leadership--Performance-based : Initial
7 - English : Initial

Quick Links

Download TPMS Templa

Download TPMS User Ma

Logout

Georgia P

Search By Candidate Status

Traditional Program Management System (TPMS)

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records | Withdrawn Records | Past Completer Records

Student ID:

First Name:

Program Name:

Site:

Status:

Program Start Date

--Select Status--
Initial Preparation Program
Endorsement Only Programs
Certification Upgrade/Advanced Program
edTPA Connections Programs
Candidate Verified Enrollment
Candidate Has Not Verified Enrollment
Candidate Issued Pre-Service
Candidate Pre-Service In Process
Candidate Pre-Service Not Requested
Candidate Pre-Service Denied
Candidate Has Not Begun Clinical Practice
Candidate Has Begun Clinical Practice
Candidate Has Completed Clinical Practice
Candidate Has Attempted or Passed All Aligned Assessments
Ethics Entry Exam Passed
Ethics Entry Exam Not Passed
GACE Content Eligible
GACE Content Not Eligible
GACE Content Passed

dd/yyyy)

Quick Links

Download TPMS Template

Download TPMS User Manu

Home | Contact | P

Search Results Table

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records / Withdrawn Records / Past Completer Records

Student ID: Search List Certification ID:

First Name: Last Name:

Program Name: --Select program--

Site: --Select site--

Status: --Select Status--

Program Start Date From: (mm/dd/yyyy) To: (mm/dd/yyyy)

☑	Cohort Year	Student ID	GaCert ID	Name	Program Name	Program Start Date	Clinical Practice Begin Date	Clinical Practice Completion Date	GACE Eligible	Ethics Exit Eligible	EdTPA Eligible
☑	2013				Middle Grades : Initial	2012-08-15	2015-05-06		No	No	No
☑	2011				Art : Initial	2009-01-01			No	No	No
☑	2014				Special Education General Curriculum/ECE : Initial	2014-09-01			Yes	Yes	No
☑	2014				Art : Initial	2013-08-18			Yes	No	No
☑	2014				Economics : Initial	2014-06-01			No	No	No
☑	2011				Economics : Initial	2009-01-01			No	No	No
☑	2011				ECE : Initial	2014-07-17			No	No	No
☑	2012				Art : Initial	2013-06-04			No	No	No
☑	2014				Art : Initial	2014-07-17			No	No	No

Additional Records

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records | Withdrawn Records | Past Completer Records

Student ID: Search List Certification ID:

First Name: Last Name:

Program Name: --Select program--

Status: --Select Status--

Program Start Date: From: (mm/dd/yyyy) To: (mm/dd/yyyy)

Search | Clear | Add New Candidate

Select an Action: Change Cohort Year | Submit | Download File | Upload File | View: 100 Listings

--Select--
10 Listings
25 Listings
50 Listings
100 Listings

	Cohort Year	Student ID		GaCert ID	Name	Program Name	Program Start Date	Clinical Practice Begin Date	Cl Pr Com Date		Program Completion Date	Withdrawal Date
	2011	007			Bond, James	Art : Initial	2009-01-01			No		
	2014	05195785	1459791		Gum, Bubble	Art : Initial	2013-08-18			Yes		
	2014	1071			Kirk, James	Economics : Initial	2014-06-01			No		
	2011	123			Testing, Tester	Economics : Initial	2009-01-01			No		
	2011	12345			Test, Tester	ECE : Initial	2014-07-17			No		
	2012	234567			TEST2, TEST	Art : Initial	2013-06-04			No		
	2014	GA001			Bond, James	Art : Initial	2014-07-17			No		

1 1 Next

Granting Eligibility

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records Withdrawn Records Past Completer Records

Student ID: Search List Certification ID:

First Name: Last Name:

Program Name: --Select program--

Status: --Select Status--

Program Start Date: From: (mm/dd/yyyy) To: (mm/dd/yyyy)

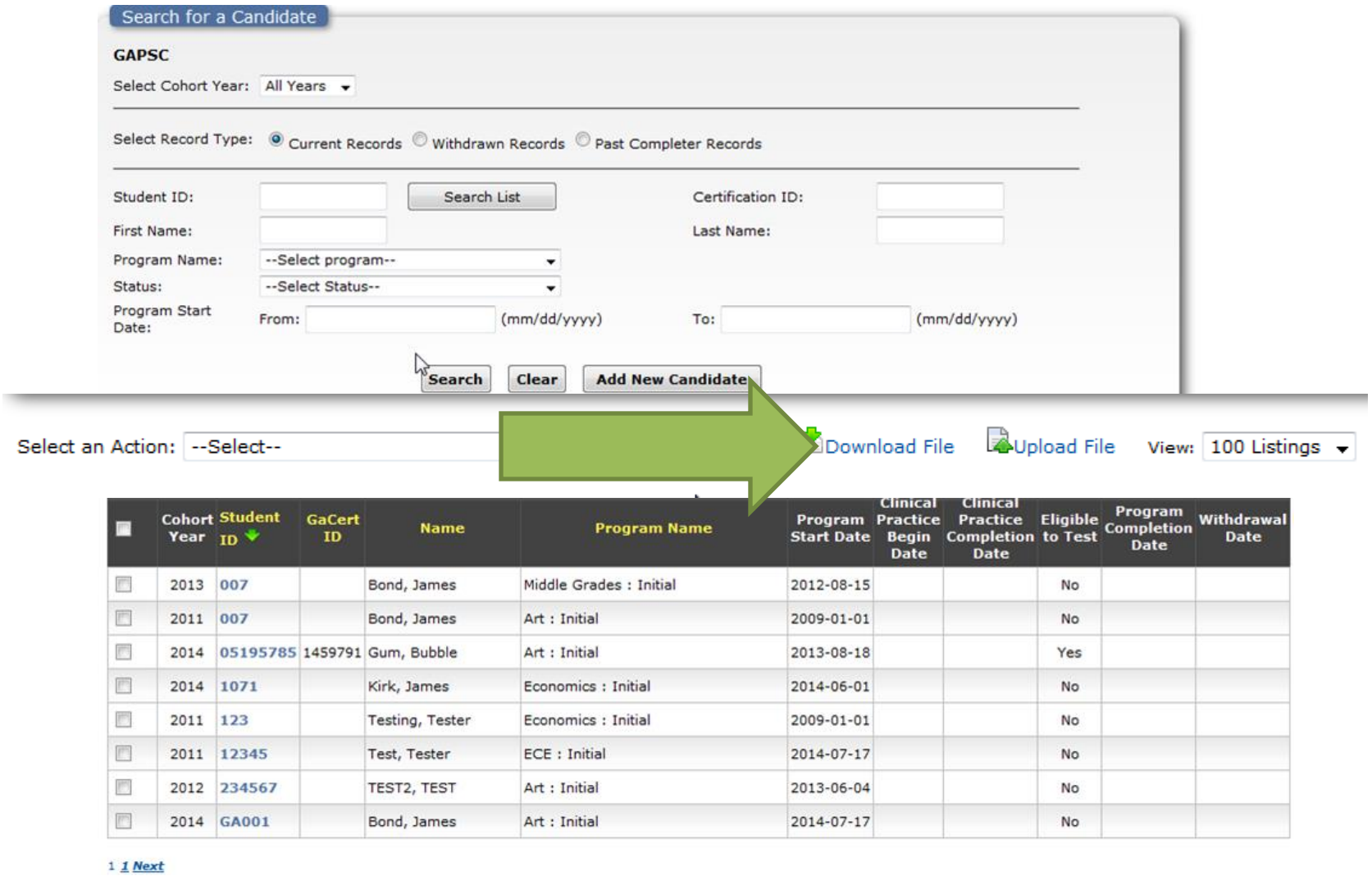
Select an Action: --Select-- Submit load File View: --Select--

- --Select--
- Set Degree Awarded Date
- Grant edTPA Eligibility
- Grant Eligibility for GACE Content Test
- Grant Ethics Eligibility
- Change Cohort Year

	Cohort Year				Program Name	Program Start Date	Clinical Practice Begin Date	Clinical Practice Completion Date	GACE Eligible	Ethics Exit Eligible	EdTPA Eligible
	2013	007		Bond, James	Middle Grades : Initial	2012-08-15			No		
	2011	007		Bond, James	Art : Initial	2009-01-01			No		
	2014	05195785	1459791	Gum, Bubble	Art : Initial	2013-08-18			Yes		
	2014	1071		Kirk, James	Economics : Initial	2014-06-01			No		
	2011	123		Testing, Tester	Economics : Initial	2009-01-01			No		
	2011	12345		Test, Tester	ECE : Initial	2014-07-17			No		
	2012	234567		TEST2, TEST	Art : Initial	2013-06-04			No		
	2014	GA001		Bond, James	Art : Initial	2014-07-17			No		

1 1 Next

Download Search Results



Cohort Year	Student ID	GaCert ID	Name	Program Name	Program Start Date	Clinical Practice Begin Date	Clinical Practice Completion Date	Eligible to Test	Program Completion Date	Withdrawal Date
2013	007		Bond, James	Middle Grades : Initial	2012-08-15			No		
2011	007		Bond, James	Art : Initial	2009-01-01			No		
2014	05195785	1459791	Gum, Bubble	Art : Initial	2013-08-18			Yes		
2014	1071		Kirk, James	Economics : Initial	2014-06-01			No		
2011	123		Testing, Tester	Economics : Initial	2009-01-01			No		
2011	12345		Test, Tester	ECE : Initial	2014-07-17			No		
2012	234567		TEST2, TEST	Art : Initial	2013-06-04			No		
2014	GA001		Bond, James	Art : Initial	2014-07-17			No		

Save As, Edit, Save & Upload

Search for a Candidate

GAPSC

Select Cohort Year: All Years

Select Record Type: Current Records | Withdrawn Records | Past Completer Records

Student ID: | Search List | Certification ID:

First Name: | Last Name:

Program Name: --Select program--

Site: --Select site--

Status: --Select Status--

Program Start Date From: (mm/dd/yyyy) To: (mm/dd/yyyy)

Search | Clear | Add New Candidate

Select an Action: --Select-- | Submit | Download File | Upload File | View: --Select--

--Select--
10 Listings
25 Listings
50 Listings
100 Listings

	Cohort Year	Student ID	GaCert ID	Name	Program Name	Program Start Date	Clinical Practice Begin Date	Clinical Practice End Date	GACE Eligible	Ethics Exit Eligible	EdTPA Eligible
☑	2013	[illegible]	[illegible]	[illegible]	Middle Grades : Initial	2012-08-15	2015-05-06		No	No	No
☑	2011	[illegible]	[illegible]	[illegible]	Art : Initial	2009-01-01			No	No	No
☑	2014	[illegible]	[illegible]	[illegible]	Special Education General Curriculum/ECE : Initial	2014-09-01			Yes	Yes	No
☑	2014	[illegible]	[illegible]	[illegible]	Art : Initial	2013-08-18			Yes	No	No
☑	2014	[illegible]		[illegible]	Economics : Initial	2014-06-01			No	No	No
☑	2011	[illegible]		[illegible]	Economics : Initial	2009-01-01			No	No	No
☑	2011	[illegible]		[illegible]	ECE : Initial	2014-07-17			No	No	No
☑	2012	[illegible]		[illegible]	Art : Initial	2013-06-04			No	No	No
☑	2014	[illegible]		[illegible]	Art : Initial	2014-07-17			No	No	No

Eligibility Emails

- Candidate is emailed by GaPSC when:
  - New record added to TPMS
  - Verified record is granted eligibility to take GACE Content
  - Verified record is granted eligibility to take edTPA
- Candidate is emailed by ETS when:
  - Candidate requests eligibility to Ethics Entry Exam
  - Candidate is granted eligibility to Ethics Exit Exam

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Phase 3

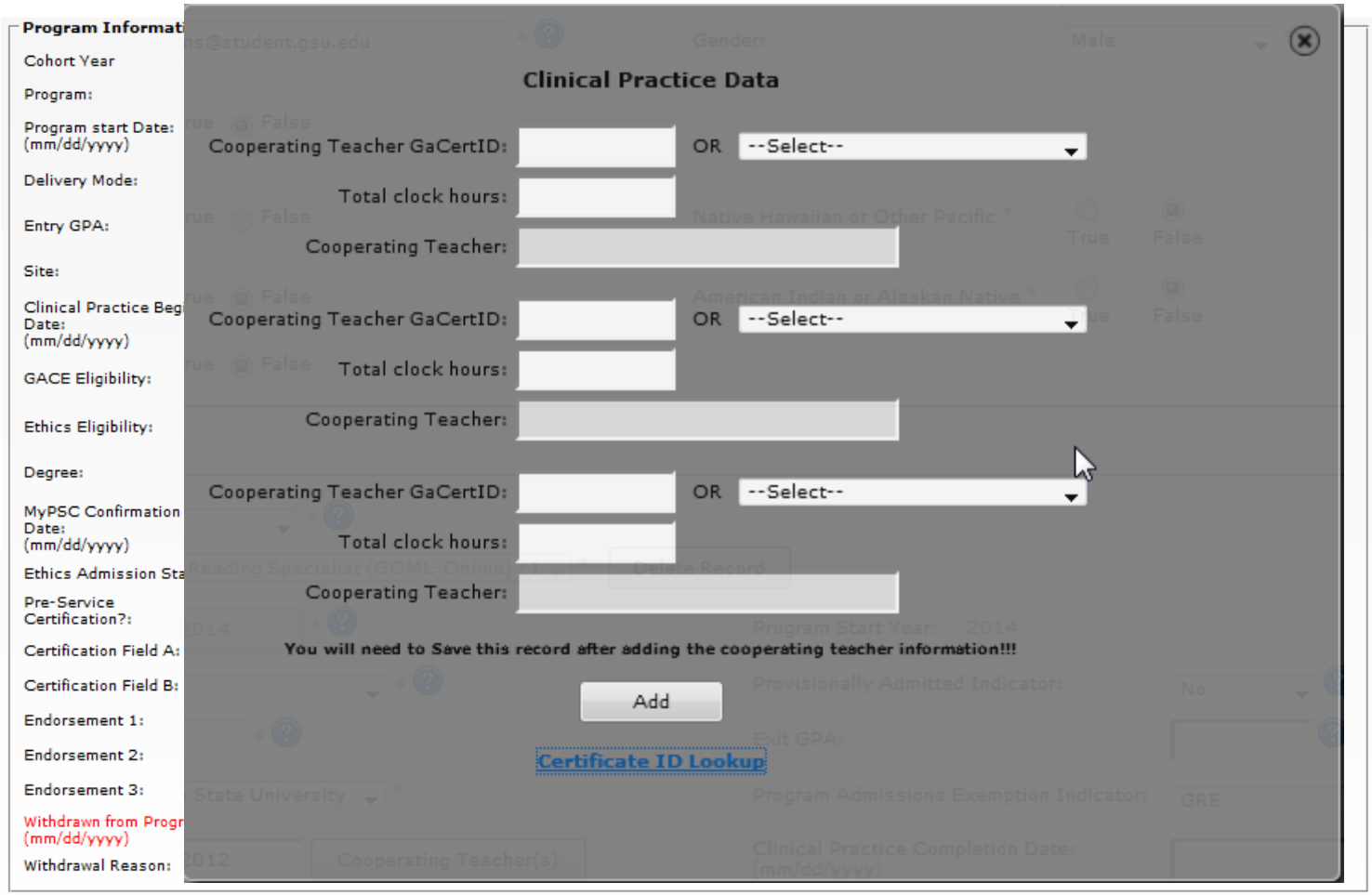
CLINICAL PRACTICE

Verify Pre-Service Certification

Program Information

Cohort Year	2015 *		
Program:	2104 - Special Education General Curriculum *		
Program start Date: (mm/dd/yyyy)	08/24/2015 *	Program Start Year:	2015
Delivery Mode:	Face-to-Face *	Provisionally Admitted Indicator:	No
Entry GPA:	3.1 *	Exit GPA:	
Site:	Georgia State University *	Program Admissions Exemption Indicator:	SAT
Clinical Practice Begin Date: (mm/dd/yyyy)	Cooperating Teacher(s)	Clinical Practice Completion Date: (mm/dd/yyyy)	
GACE Eligibility:	Yes	Program Completion Date: (mm/dd/yyyy)	
Ethics Eligibility:	Yes Ethics Not Attempted	EdTPA Eligibility:	No
Degree:	15 - Certification Only *	Degree Awarded: (mm/dd/yyyy)	
MyPSC Confirmation Date: (mm/dd/yyyy)	05/19/2015	Initial Teaching Program?:	Yes
Ethics Admission Status:	Ethics Passed		
Pre-Service Certification?:	Issued		
Certification Field A:	FLD708 - SPECIAL EDUCATION GENERAL CURRICULUM / EARLY CHILDHOOD EDUCATION (P-5) GACE Not Attempted		
Certification Field B:	--Select a field--		
Endorsement 1:	--Select endorsement--		
Endorsement 2:	--Select endorsement--		
Endorsement 3:	--Select endorsement--		
Withdrawn from Program: (mm/dd/yyyy)			
Withdrawal Reason:	--Select withdrawal reason--		

Cooperating Teacher Information



Cooperating Teacher Information

Check Certification Status

Back

Certification Lookup

To check certification, enter either certificate number or educator's name below.

Certification ID:

or

First name: - First Name - Special Characters are not allowed!

Last name: - Last Name - Special Characters are not allowed!

Submit Clear

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Phase 5

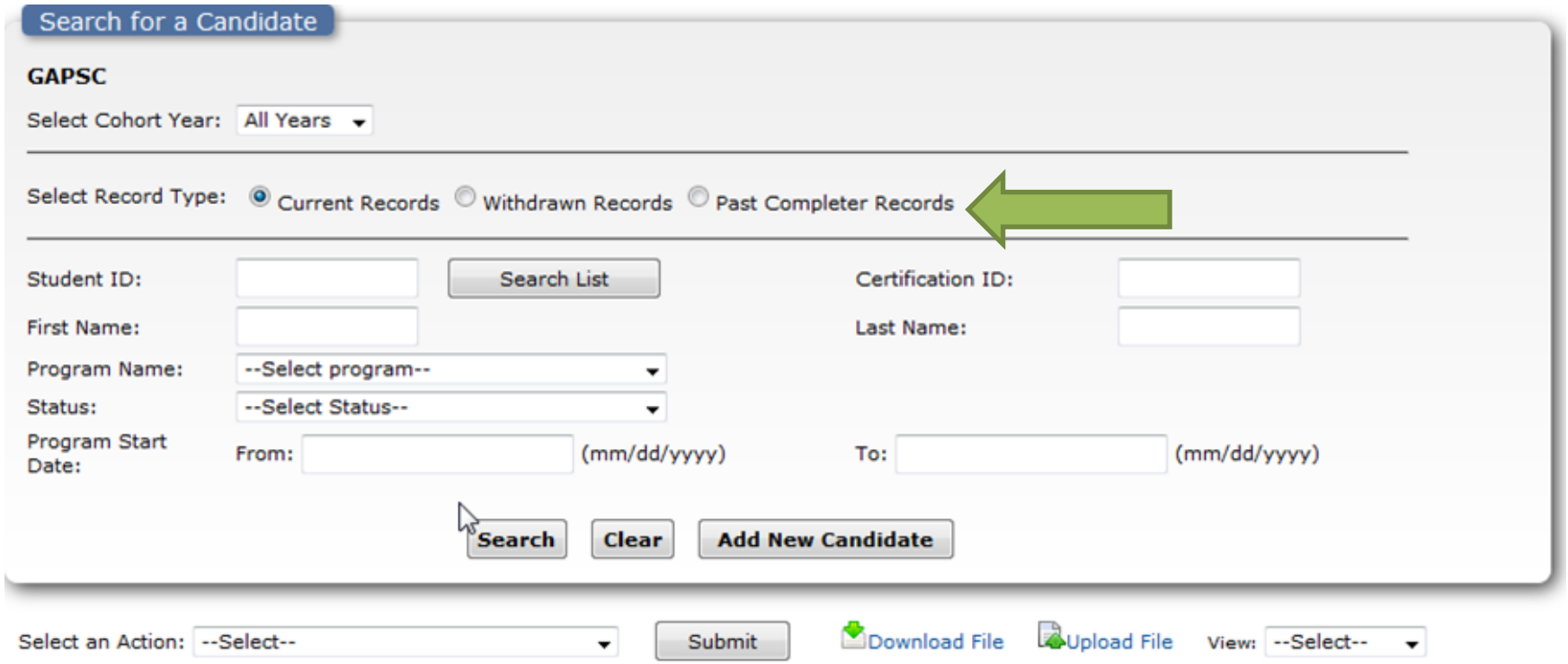
PROGRAM COMPLETION

Verify Testing and Provide Program Completion Date

Program Information

Cohort Year	2014 *		
Program:	Art : Initial *		
Program start Date: (mm/dd/yyyy)	01/12/2015 *	Program Start Year:	2015
Delivery Mode:	Face-to-Face *	Provisionally Admitted Indicator:	No
Entry GPA:	3.8 *	Exit GPA:	3.9
Site:	*	Program Admissions Exemption Indicator:	No
Clinical Practice Begin Date: (mm/dd/yyyy)	08/25/2015 Cooperating Teacher(s)	Clinical Practice Completion Date: (mm/dd/yyyy)	04/29/2016
GACE Eligibility:	Yes	Program Completion Date: (mm/dd/yyyy)	05/13/2016
Ethics Eligibility:	Yes **Ethics Passed 5/13/2016**	EdTPA Eligibility:	Yes **EdTPA Passed 4/21/2016**
Degree:	15 - Certification Only *	Degree Awarded: (mm/dd/yyyy)	
MyPSC Confirmation Date: (mm/dd/yyyy)	03/15/2016	Initial Teaching Program?:	**Yes**
Ethics Admission Status:	**Ethics Passed 5/13/2016**		
Pre-Service Certification?:	**Other certified**		
Certification Field A:	FLD764 - ART (P-12) **GACE Passed 3/24/2012 EdTPA Code - GECPZFZFV43**		
Certification Field B:	--Select a field--		
Endorsement 1:	--Select endorsement--		
Endorsement 2:	--Select endorsement--		
Endorsement 3:	--Select endorsement--		
Withdrawn from Program: (mm/dd/yyyy)			
Withdrawal Reason:	--Select withdrawal reason--		

Finding Past Completer Records



Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Phase 6

CERTIFICATION

The Certification Process

Once the candidate has been completed in TPMS and the electronic completion verification has been received the following should be submitted to the GaPSC:

- Application for Initial certification (the signature date must be within 90 days of receipt).
- Official transcripts from all colleges attended with degree statements.
- All documents should be submitted via Expresslane choosing the option “Initial Program Completion” which will open a new case.

The Certification Process

- Expresslane is the preferred method of applying for certification for your initial program completers, however, if you decide to have the candidate submit an online application via MyPSC instead of using Expresslane the case will be placed on hold for the official transcripts and this can cause a delay in the certification process.

- Candidates may not submit transcripts via MyPSC as these are not considered official.

- Candidates who are already certified should apply for certification through their employing LUA once you complete them in TPMS and the electronic completion has been generated to their file.

The Certification Process

- If the candidate is not employed at the time of application they will be issued a Certificate of Eligibility (COE) and the case is then closed.

- If the candidate becomes employed within 90 days or less of the date the COE is issued the LUA can submit an employer assurance form (EAF) electronically and this triggers the case to be reopened automatically and the case is immediately assigned for converting the COE to the Induction certificate.

- If the candidate becomes employed over 90 days from the date the COE is issued the LUA will need to submit a new application and EAF via Expresslane to open a case to apply to convert the COE.

The Certification Process

For candidates who complete programs but never applied for certification:

- If a program was completed prior to 2014 and you still offer the program and it is within five years of program completion use the electronic completion form available via the CERT portal.

- If a program was completed prior to 2014 and you no longer offer the program and it has been over five years since the program was completed you must refer the candidate to a new EPP offering the program. Once the new EPP has determined the candidate meets up-to-date knowledge in the field and all has met all current program requirements the certification official will complete them using the CERT portal electronic completion process.

Georgia Professional Standards Commission

Protecting Georgia's Higher Standard of learning

Getting Help

CONTACT INFORMATION

Help for Providers

GACE assistance

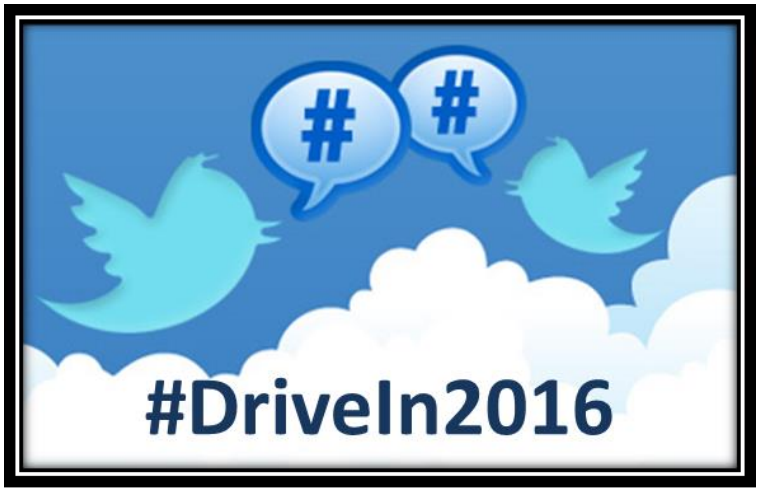
- GACE Informational Website: www.gace.ets.org
- Emails from state-approved program providers about the new testing program: GACESupport@ets.org
- Matthew Wishart at **mwishart@ets.org**

Help for Providers

- Program providers who need assistance with any aspect of TPMS should email **tpms@gapsc.com**. For errors with the TPMS website on ***www.gapsc.org***, send a screen shot along with your description of the error.
- DO NOT give the **tpms@gapsc.com** email address to your students! Candidates should contact **mail@gapsc.com** for assistance.

Collaborate with us

Start the conversation



Post your questions on our conference Padlet! There will be a Q & A session at the end of the day.

http://bit.ly/certconf