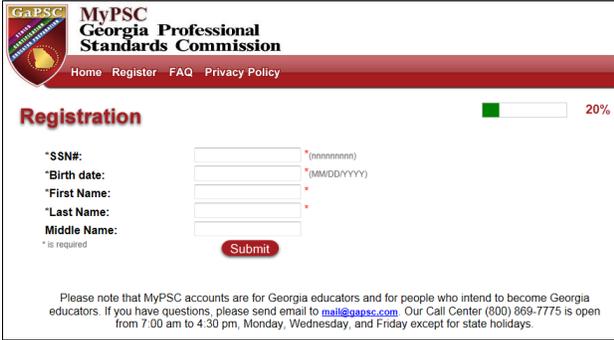
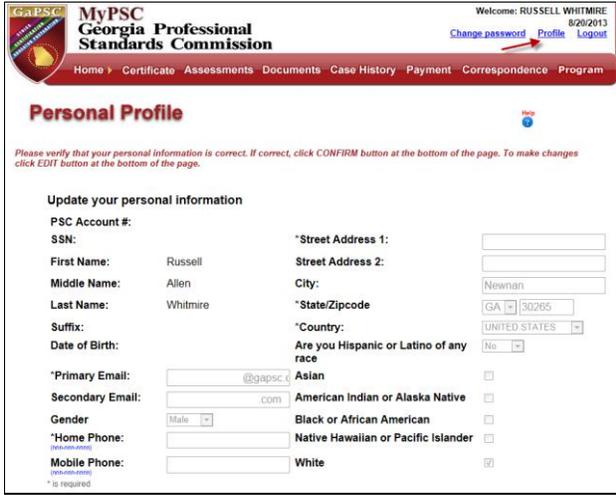


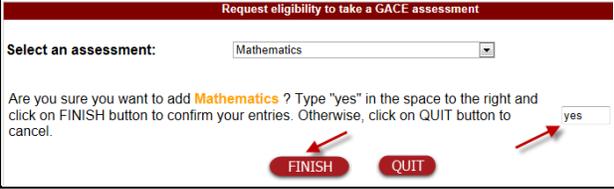
Steps to Establish Eligibility to Test through MyPSC.GAPSC.ORG

ETS will not allow you to create an account or register for a test (other than the Parapro assessment), unless you have first established an account on <http://mypsc.gapsc.org/> and request and been granted eligibility to test. When you complete these steps, you may register to take an assessment on the ETS website, www.gace.ets.org.

Step	Action
1	<p>Register on MyPSC, if you do not already have an account.</p> 
2	<p>Log into your MyPSC account.</p> 

Step	Action
3	<p>Make sure your name is your full legal name as displayed on your legal documents such as your driver's license or passport. If you name needs to be changed, go to http://www.gapsc.com/Certification/FormsAndApplications.aspx, print out and complete the 3-page application in your new name and either mail or fax it to us as directed with the application.</p> <div data-bbox="587 499 1203 844" style="border: 1px solid black; padding: 5px;"> <p>Application Forms and Instructions</p> <p>To download and view any of the following certification forms and applications, click on the links below. All of these documents are in the Adobe Portable Document Format (.pdf) (requires Adobe Reader).</p> <ul style="list-style-type: none"> • Application For Certification ← • Approved Program Recommendation Form • Experience Verification Form • Employer Assurance Form • Complete Package - all of the above <p>Additional Forms</p> <ul style="list-style-type: none"> • Alternate Level Six Certification Option • Verification of Degree Validation • International Exchange Verification Form • Professional Learning Unit Transcript • Special Education Academic Content Concentration Form • Voluntary Certificate Field Deletion Form </div>
4	<p>Update your profile information, such as your address and phone number.</p> <div data-bbox="587 949 1203 1444" style="border: 1px solid black; padding: 5px;">  <p>The screenshot shows the 'Personal Profile' page of the MyPSC Georgia Professional Standards Commission. It includes a navigation menu with 'Assessments' highlighted. The main content area is titled 'Personal Profile' and contains a form for updating personal information. The form includes fields for PSC Account #, SSN, First Name (Russell), Middle Name (Allen), Last Name (Whitmire), Date of Birth, Primary and Secondary Email, Home Phone, and Mobile Phone. It also includes checkboxes for race/ethnicity: Asian, American Indian or Alaska Native, Black or African American, Native Hawaiian or Pacific Islander, and White (which is checked). A 'CONFIRM' button is at the bottom of the form.</p> </div>
5	<p>Click on the 'Assessments' link at the top of the MyPSC homepage.</p> <div data-bbox="587 1549 1203 1873" style="border: 1px solid black; padding: 5px;">  <p>The screenshot shows the 'Assessments' page of the MyPSC Georgia Professional Standards Commission. It features a navigation menu with 'Assessments' highlighted. The main content area is titled 'Assessments' and contains a message: 'Many fields of Georgia certification require the applicant to obtain a passing score or meet exemption criteria for content knowledge assessments.' Below this is an 'Assessment History' section with a table that is currently empty, indicating 'You have no assessment history'. There is a red button labeled 'Request eligibility to take a GACE assessment' and a dropdown menu for 'Select an assessment:' with an 'ADD' button below it.</p> </div>

Step	Action
6	<p>Scroll down to find the reason why you want to take a GACE assessment and select the reason.</p> <div data-bbox="587 401 1203 772" style="border: 1px solid black; padding: 5px;"> <p>Select the reason why you need to take a GACE assessment:</p> <p>Undergraduate Program Admission</p> <p><input type="radio"/> 1. I am testing for admission to a Georgia educator preparation program and need to take the Program Admission Assessment (formerly Basic Skills Assessment).</p> <p>College/University Programs</p> <p><input type="radio"/> 2. I am enrolled in or recently completed a Georgia-approved program in an undergraduate teaching field, or in Educational Leadership, Media, School Psychology, or Counseling.</p> <p><input checked="" type="radio"/> 3. I am seeking admission to/enrolled in a Georgia post-baccalaureate/certification-only program or an M.A.T. program.</p> <p><input type="radio"/> 4. I am enrolled in an out-of-state (non-Georgia) college/university (could be at the undergraduate or graduate level) educator preparation program that requires field experiences and/or student teaching that I will do in Georgia schools.</p> <p><input type="radio"/> 5. I am enrolled in a college/institution and am testing in a teaching field different from my first teaching preparation field.</p> <p><input type="radio"/> 6. I have already completed a Georgia college/university preparation program and am testing more than three (3) months after my program completion.</p> <p>GaTAPP</p> <p><input type="radio"/> 7. I am seeking admission to a GaTAPP program and am testing to meet the content assessment requirement(s).</p> <p><input type="radio"/> 8. I am enrolled in a GaTAPP program and am testing to meet the content assessment requirement(s).</p> </div>
7	<p>If you are enrolled in a Georgia-approved program in an undergraduate teaching field, or in Educational Leadership, Media, School Psychology, or Counseling, select Reason #2. Once selected, you will see the list of programs and providers where you have claimed enrollment and your status for your eligibility to test for the program(s). If you do not see any programs and providers listed, it means you have not claimed your enrollment. Note: Your program provider decides when you are eligible to take a GACE assessment in your field of preparation. You must claim your enrollment record, and you must request eligibility to take an assessment. To claim your enrollment record, click the 'Programs' heading in the MyPSC menu to claim your enrollment record, if it is available. If your provider has created an enrollment record for you in the GaPSC system, you will be able to claim your enrollment. If no matching record is found, inquire with your program provider. Once you have claimed your enrollment record, go back to 'Assessments' page and try to 'add' the assessment by selecting the 'Reason #2' and select the 'Program' for which you want to 'ADD' the assessment. Select an assessment from the drop-down list.</p> <div data-bbox="349 1346 850 1640" style="border: 1px solid black; padding: 5px;"> <p>Request eligibility to take a GACE assessment</p> <p>Select an assessment: <input type="text"/></p> <p>In order for you to request eligibilities linked to traditional program enrollment, you must first claim the programs at specified program provider by clicking on the Programs tab in the top menu or click here. Once you confirm the programs at selected provider, you can come back to this page to request assessments in the confirmed programs.</p> <p><input type="button" value="ADD"/> <input type="button" value="Cancel"/></p> <p>Select the reason why you need to take a GACE assessment:</p> <p>Undergraduate Program Admission</p> <p><input type="radio"/> 1. I am testing for admission to a Georgia educator preparation program and need to take the Program Admission Assessment (formerly Basic Skills Assessment).</p> <p>College/University Programs</p> <p><input checked="" type="radio"/> 2. I am enrolled in or recently completed a Georgia-approved program in an undergraduate teaching field, or in Educational Leadership, Media, School Psychology, or Counseling.</p> <p><input type="radio"/> 3. I am seeking admission to/enrolled in a Georgia post-baccalaureate/certification-only program or an M.A.T. program.</p> </div> <div data-bbox="922 1346 1424 1640" style="border: 1px solid black; padding: 5px;"> <p>MyPSC Georgia Professional Standards Commission</p> <p>Welcome: RUSSELL WHITMIRE 3/26/2013</p> <p>Change password Profile Logout</p> <p>Home Certificate Assessments Documents Case History Payment Correspondence Program</p> <p>Program</p> <p>Applicants must be enrolled in a traditional program at a GaPSC approved program provider to access program preparation information</p> <p>Confirm program provider</p> <p>Program Provider: <input type="text"/></p> <p>Student ID: <input type="text"/></p> <p><input type="button" value="Submit"/> <input type="button" value="RESET"/></p> </div>
8	<p>Click the 'ADD' button.</p> <div data-bbox="587 1745 1203 1917" style="border: 1px solid black; padding: 5px;"> <p>Request eligibility to take a GACE assessment</p> <p>Select an assessment: <input type="text" value="Mathematics"/></p> <p><input type="button" value="ADD"/></p> </div>

Step	Action
9	<p>Confirm your choices by typing 'yes' in the space provided then clicking the 'FINISH' button. (You can click 'QUIT' to cancel your selection and try again).</p> <div data-bbox="591 401 1205 590"></div>
10	<p>Your profile and eligibilities will be transmitted to ETS. NOTE: <i>If you are not currently eligible, your requests will be held in queue, and will be visible to you at the bottom of the screen.</i> Program providers are notified via email of pending requests for eligibility.</p>