



# TEXES Exam Policies for Current Students 2023-24

## Students: Read this Document

This document contains the Educator CAFÉ’s TExES exam policies and procedures for current students of the Educator CAFÉ.

All students in the Educator CAFÉ are required to sign the **Acknowledgement of TExES Exam Policies** document, acknowledging that they have read the exam policies and procedures.

“TExES” is an acronym that stands for **Texas Examinations of Educator Standards**. Students can read more about the TExES exams on the Pearson testing company’s website: <https://www.tx.nesinc.com/>

## Questions?

Direct all questions about the TExES exams or the policies and procedures outlined in this document to the College of Education and Human Development’s (COEHD) Assessment Coordinator, Julie McDevitt, at [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu).

## Table of Contents

A. First time testing: TExES content exams .....	pp. 2-3
B. First time testing: TExES PPR, STR, or Bilingual Supplemental <sup>1</sup> .....	pp. 4-5
C. Failing a TExES exam: Procedures for remediation.....	pp. 5-7
D. Testing Accommodations for Eligible Students .....	pp. 7-8

---

<sup>1</sup> Students that need to take the BTLPT should contact the TAMU-SA Bilingual Department.



## **A. First Time Testing: TExES Content Exams**

The following policies and procedures are for current students who need to take their TExES content exam(s) for the first time.

1. **TExES Content Exams.** The TExES content exams include the following exams:

EC-6 Core Subjects (391)	7-12 ELAR (231)	EC-12 Kinesiology (158)
4-8 Core Subjects (211)	7-12 Math (235)	EC-12 Special Education (161)
4-8 ELAR (217)	7-12 Life Science (238)	EC-12 Languages Other Than
4-8 Math (115)	7-12 History (233)	English (LOTE) – Spanish (613)
4-8 Science (116)	7-12 Social Studies (232)	
4-8 Social Studies (118)		

2. **Requirement for Clinical Teaching.** The Educator CAFÉ requires students to pass their TExES content exam in order to be eligible for Clinical Teaching. For that reason, students should begin to study and prepare for the TExES content exam as soon as they begin coursework in their major, typically during their junior year. Students cannot enroll in Clinical Teaching until they have passed their TExES content exam. (The Educator CAFÉ requires dual certification students to pass one of their two content exams prior to Clinical Teaching.)

3. **Certify Teacher.** Students must study and prepare for the TExES content exam using a variety of study resources, including Certify Teacher<sup>2</sup>.

- The Department of Curriculum & Instruction, through the course EDCI 3309, or the Educator CAFÉ provides all students with free access to Certify Teacher study resources for their content exam(s).
  - Students seeking dual certification (content plus Special Education) will receive free Certify Teacher study resources for both of these content exams. (The Educator CAFÉ requires dual certification students to pass one of their two content exams prior to Clinical Teaching.)
  - Students will receive an email directly from Certify Teacher with login credentials.
  - Contact the faculty testing coordinator (Ms. McDevitt) at [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu) for any issues regarding Certify Teacher, for example, no access or incorrect exam resources.
- The **Certify Teacher Instructions** document provides instructions for using Certify Teacher.
- The **TExES Study Resources** document provides a listing of study resources.

4. **Certify Teacher Practice Exam.** Students must score an 80% or higher (260 scaled score) on a Certify Teacher content practice exam in order to request to take the TExES content exam.

- The Certify Teacher Diagnostic Exam (Attempt 0) cannot be submitted for eligibility to take the TExES. Students must complete a Certify Teacher practice exam.
- Students must take the entire Certify Teacher practice exam in ONE exam session, with no pauses or breaks in the time, in order to simulate the real exam experience.

<sup>2</sup> The Certify Teacher platform is able to provide 'extended time' accommodation for students with a Letter of Accommodation from the TAMU-SA Disability Support Services (DSS) office. Email the COEHD Assessment Coordinator at [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu) for more information.



- c. For the EC-6 Core Subjects (391) and the 4-8 Core Subjects (211) practice exams, students must pass ALL subject areas in ONE exam session, with no pauses in time; and, students must score an 80% or higher (260 scaled score) in each subject area.
  - d. Passing practice exam scores are valid for 90 days.
  - e. The state of Texas requires the Educator CAFÉ to grant permission for its students to take all TExES exams required for their certification area until the students earn their initial certification from the state of Texas. (Students must meet the following criteria before they are officially certified to teach: Complete all coursework, including Clinical Teaching, graduate, pass *all* required TExES exams for their certification area, complete a Certification Recommendation form, and apply and pay fees for certification through TEA.)
5. **TEExES Exam Request Form.** After earning the required score on the Certify Teacher practice exam (see #4 above), students must submit an online TExES Exam Request Form.
- a. The online TExES Exam Request Form is found on the Educator CAFÉ website under 'Student Resources.'
  - b. The online TExES Exam Request Form requires that students upload a PDF of their passing Certify Teacher practice exam score report.
  - c. The practice exam score report must include the student's name, date of exam, name of the exam, and score.
6. **TEExES Registration.** Students will receive an email from the program's Certification Officer (Ms. Beene), once she processes the TExES Exam Request Form. The email will include instructions on how to register for the TExES exam on the testing company's website (<https://www.tx.nesinc.com/>).
- a. It may take up to 10 business days for the Certification Officer to process the TExES Exam Request Form.
  - b. Students must register to take the exam within 30 days of receipt of the Certification Officer's approval email or the opportunity to register will close.
  - c. The Educator CAFÉ will approve students to take only ONE (1) TExES exam at a time. (NOTE: The only exception to this policy is for the BTLPT. The Educator CAFÉ grants permission for students to take the BTLPT concurrently with other TExES exams. Contact the Bilingual Department at TAMU-SA for information on the BTLPT.)
  - d. Students must pass the TExES content exam(s) before the Educator CAFÉ will permit them to take any other TExES exam.
7. **Dual Certification.** For students pursuing certification in two content areas (dual certification), namely, any core content with Special Education content:
- a. The C&I Department or the Educator CAFÉ provides Certify Teacher study resources for both of these content exams.
  - b. Students must pass one of these TExES content exams in order to be eligible for Clinical Teaching.
  - c. Students must pass both of these TExES content exams before they are permitted to take the PPR or the STR.
  - d. NOTE: Students who decide change their certification-seeking to just *one* of these content areas must consult with an advisor, consult with their CAFÉ Coach, and submit a completed **Change of Certification Form** to the Certification Officer.



## **B. First Time Testing: TExES PPR, STR, or Bilingual Supplemental**

The following policies and procedures are for current students who need to take an **additional** TExES exam(s), other than the content exam, **for the first time**.

1. **Additional TExES Exams.** The additional TExES exams include the following:

Pedagogy & Professional Responsibilities (PPR) (160)

Science of Teaching Reading (STR) (293)

Bilingual Supplemental (164)

NOTE: Students should contact the Bilingual Department at TAMU-SA for information and/or questions about the Bilingual Target Language Proficiency Test-Spanish (**BTLPT**) (190).

2. **Order of Testing.** The Educator CAFÉ requires students to pass the TExES content exam(s) before granting students permission to take additional TExES exams.

NOTE: The only exception to this policy is for the BTLPT. The Educator CAFÉ grants permission for students to take the BTLPT concurrently with other TExES exams. Contact the Bilingual Department at TAMU-SA for information on the BTLPT.

3. **Study Resources.** Students must study and prepare for the TExES exam using a variety of study resources. The **TEExES Study Resources** document provides a listing of resources.

4. **Practice Exams.** Once students feel prepared to take a practice exam, students should take the Blackboard practice exam. There is a course in Blackboard for each of the exams listed above (PPR, STR, and Bilingual Supplemental).

- a. Students should already have access to the Blackboard practice exam. If they do not have access, they should email the faculty testing coordinator at [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu) and request access.
- b. Students may take the Blackboard practice exams at any time, in any place, and as often as they like. ProctorU is not required.
- c. Students must score an 80% or higher on the Blackboard practice exam.
- d. Students must take the entire practice exam in ONE exam session, with no pauses or breaks in the time, in order to simulate the real exam experience.
- e. Students must take a screen shot of their passing score, which must include the student's name, date of exam, name of the exam, and score.

5. **TEExES Exam Request Form.** After earning the required score on the Blackboard practice exam (see #4 above), students must submit an online TExES Exam Request Form.

- a. The online TExES Exam Request Form is found on the Educator CAFÉ website under 'Student Resources.'
- b. The online TExES Exam Request Form requires that students upload a PDF of their passing Blackboard practice exam score report.
- c. The practice exam score report must include the student's name, date of exam, name of the exam, and score.



6. **TEExES Registration.** Students will receive an email from the program’s Certification Officer (Ms. Beene), once she processes the TExES Exam Request Form. The email will include instructions on how to register for the TExES exam on the testing company’s website (<https://www.tx.nesinc.com/>).
- It may take up to 10 business days for the Certification Officer to process the TExES Exam Request Form.
  - Students must register to take the exam within 30 days of receipt of the Certification Officer’s approval email or the opportunity to register will close.
  - The Educator CAFÉ will approve students to take only ONE (1) TExES exam at a time.
- 

### **C. Failing a TExES Exam: Steps for Remediation**

**The following remediation policies and procedures are for current students who failed a TExES exam. These remediation policies and procedures apply to all TExES exams.**

Important Notes:

- TEA requires candidates to wait 30 days before retaking a TExES exam.
  - The Educator CAFÉ must grant students permission to retake a TExES exam.
  - Students who take a TExES exam and do not pass are required to complete the following remediation steps before the Educator CAFÉ will grant the student permission to retake the TExES exam.
  - The state of Texas requires the Educator CAFÉ to grant permission to a student to retake a TExES exam.
1. **Certify Teacher or 240 Tutoring Practice Exams.** Students must pass another practice exam with an 80% or higher (260 scaled score) using either 240 Tutoring<sup>3</sup> or Certify Teacher<sup>4</sup>.
- The practice exam must be taken/dated *after* the date on which the student failed the TExES exam.
  - If you are repeating this step because you failed the Representative practice exam(s), you must retake either the 240 Tutoring or Certify Teacher practice exam. The practice exam must be dated after the date of the last Representative practice exam.
  - If students choose to use 240 Tutoring for remediation, the **TEExES Study Resources** document lists the link to access 240 Tutoring at a discounted rate of \$20/month. Students are responsible for paying the monthly fee.
  - Students must pass the practice exam with an 80% or higher (260 scaled score in Certify Teacher) before moving on to step 2 below.
  - Important Notes:
    - Students must take the entire Certify Teacher or 240 Tutoring practice exam in ONE exam session, with no pauses or breaks in the time, in order to simulate the real exam experience.
    - For the EC-6 Core Subjects (391) and the 4-8 Core Subjects (211) practice exams, students only have to follow the remediation steps for the subject area(s) that they failed. Students must

---

<sup>3</sup> The 240 Tutoring platform is unable to provide testing accommodations.

<sup>4</sup> The Certify Teacher platform is able to provide ‘extended time’ accommodation for students with a Letter of Accommodation from the TAMU-SA Disability Support Services (DSS) office. Email the COEHD Assessment Coordinator at [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu) for more information.



pass ALL subject areas in ONE exam session, with no pauses in time; and, students must score an 80% or higher (260 scaled score) in each subject area.

iii. Passing practice exam scores are valid for 90 days.

2. **Representative Practice Exams.** After passing the 240 Tutoring or Certify Teacher practice exam(s) with an 80% or higher, students must take the *Representative practice exam(s)*<sup>5</sup> and pass with an 80% or higher.
  - a. The COEHD Assessment Coordinator administers the Representative practice exams in person on the TAMU-SA campus on specific dates, times, and locations throughout the semester. Students must email [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu) to request a current exam calendar. Registration instructions for the Representative exam are found on the exam calendar.
  - b. Important Notes about the Representative practice exams:
    - i. The Representative practice exams are comprised of released exam items from the TExES exam and therefore are aligned with all exam competencies. Students should use 240 Tutoring and Certify Teacher, along with a variety of additional TExES exam study resources, to prepare for the Representative practice exam(s).
    - ii. Students will receive a score report immediately after taking the Representative practice exam(s). The only exceptions to this are the ELAR 7-12 (231) and the LOTE-Spanish (613) exams, which involve rubric scoring by a faculty member. For these exams, scores will be sent to candidates via email within 10 business days from the date of the Representative exam.
    - iii. If a student does not pass the Representative practice exam, they must return to number 1 above and repeat the remediation process, i.e. pass an another practice exam and retake the Representative exam(s).
    - iv. If a student fails the Representative practice exam(s), they must wait 30 days before retaking the Representative practice exam(s).
    - v. Regarding the Representative practice exams for the EC-6 Core Subjects (391) and the 4-8 Core Subjects (211) exams:
      - a) Students only have to complete the remediation steps for the subject area exam(s) that they failed on the TExES exam.
      - b) Students must take the Representative practice exam(s) for all subject area exams that they failed on the TExES exam.
      - c) Each time a student retakes the Representative practice exam(s), they must retake **all** required subject area exam(s), even those they passed in a prior attempt. (This mirrors the TEA requirement that candidates retake all necessary subject area exams in one exam session.)
      - d) Students must pass all necessary subject area exams on the Representative practice exam before they can request to retake the TExES subject area exam(s).
    - vi. Passing Representative practice exam scores (80% or higher) are valid for 90 days.
    - vii. Regarding registration for the Representative practice exam(s):
      - a) The COEHD Assessment Coordinator administers the Representative practice exams in person on the TAMU-SA campus on specific dates, times, and locations throughout the semester. Students must email [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu) to request a current exam calendar. Registration instructions for the Representative exam are found on the exam calendar.

---

<sup>5</sup> The Educator CAFÉ is able to provide 'extended time' accommodation on the Representative practice exam(s) for students with a Letter of Accommodation from the TAMU-SA DSS office.



- b) Students must register at least 48 hours in advance of the exam administration day/time.
  - c) Students must cancel their registration at least 48 hours in advance of the testing day/time. To cancel, email the COEHD Assessment Coordinator at [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu).
  - d) If a student registers to take an exam and does not attend, the student must wait 30 days to retake the exam. (Emergencies will be addressed on a case-by-case basis.)
3. **TEExES Exam Request Form.** After earning the required score on the Representative practice exam(s) (see #2 above), students must submit an online TEExES Exam Request Form.
- a. The online TEExES Exam Request Form is found on the Educator CAFÉ website under 'Student Resources.'
  - b. The online TEExES Exam Request Form requires that students upload a PDF of their passing Representative practice exam score report, which will be provided the day of testing, except for the 231 and 613 exams (see section b, part ii above).
4. **TEExES Registration.** Students will receive an email from the program's Certification Officer (Ms. Beene), once she processes the TEExES Exam Request Form. The email will include instructions on how to register for the TEExES exam on the testing company's website (<https://www.tx.nesinc.com/>).
- a. It may take up to 10 business days for the Certification Officer to process the TEExES Exam Request Form.
  - b. Students must register to take the exam within 30 days of receipt of the Certification Officer's approval email or the opportunity to register will close.
  - c. The Educator CAFÉ will approve students to take only ONE (1) TEExES exam at a time.

## **D. Testing Accommodations for Eligible Students**

**The following policies and procedures are for current students who have a Letter of Accommodation from the TAMU-SA Disability Support Services (DSS) Office that includes testing accommodations.**

1. **Inform DSS.** Students with accommodations should inform DSS that they are seeking teacher certification. Informing DSS ensures they are aware that the student may need assistance requesting accommodations on the TEExES exam(s).
2. **Inform the Assessment Coordinator.** Immediately upon admission to the Educator CAFÉ, students with a Letter of Accommodation that includes testing accommodations should inform the COEHD Assessment Coordinator of their accommodations ([EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu)).
3. **Certify Teacher.** The Assessment Coordinator can add the 'extended time' accommodation on Certify Teacher practice exams. In addition, because students take the Certify Teacher practice exams on their own time and on their own devices (laptop, computer, etc.), they can provide themselves with additional testing accommodations. If students need further assistance with accommodating Certify Teacher practice exams, they should speak with the DSS Office and the Assessment Coordinator.



4. **Accommodations on the TExES.** It is possible for students to receive accommodations on the TExES exams. The Pearson testing company has a process that students must follow to request accommodations. The testing company calls accommodation requests 'requests for 'Alternative Testing Arrangements.'
- a. Students should read about Alternative Testing Arrangements by going to the following website, selecting "Policies" from the top menu-bar, selecting "Alternative Testing Arrangements," and then selecting their certification exam from the dropdown menu: <https://www.tx.nesinc.com/>
  - b. The Pearson testing company reviews student requests for Alternative Testing Arrangements and either approves or denies them, so it is important to follow the company's instructions when making requests.
  - c. The entire review process can take the testing company from three weeks to more than two months. For this reason, it is important for students to start preparing their requests at least three months prior to their intended exam date.
  - d. The DSS Office can assist students with the Alternative Testing Arrangements requests. Students should schedule time to meet with someone in the DSS Office as soon as they are admitted to the Educator CAFÉ.
  - e. The DSS Office can submit requests to the testing company on behalf of the student for the extended time – time and a half – accommodation only. However, students must submit all other requests. (The DSS Office can assist students with other requests, but the DSS Office cannot submit the request on behalf of students.)
  - f. The testing company requires students to submit their finalized request for Alternative Testing Arrangements at the same time that students register for the exam. In order to register for the exam, students must meet the Educator CAFÉ testing requirements found in this document.  
**Students must study for and pass the appropriate practice exam(s) required by the Educator CAFÉ at the same time they are preparing their request for Alternative Testing Arrangements.**

**Questions?** Direct all questions about the TExES exam or the policies and procedures outlined in this document to the COEHD Assessment Coordinator, Julie McDevitt, at [EPPTesting@tamusa.edu](mailto:EPPTesting@tamusa.edu).