

**Educator Certification Examination Retake Limit Change:  
Important Update and Action Steps for Educator Preparation Programs Regarding  
Candidates Who Took Certification Exams Before 9/1/15  
and Have Not Passed Those Exams**

[Texas Education Code §21.048](#) limits candidates to four attempts to retake any educator certification examination. This means that candidates are limited to a total of five attempts to pass a certification examination. The five attempts include the first attempt to pass the examination and four retakes. A subsection of the law, which currently counts all attempts of the same examination taken before September 1, 2015 as only one attempt, is set to expire. **Beginning September 1, 2018, all attempts of the same examination will count toward the five-attempt testing limit regardless of when the examination was first attempted.**

Note: Candidates who did not test before 09/01/2015 are not impacted by the change. All attempts have always been included in the attempt count for these candidates

**Here’s an example represented in the chart below:**

- Candidate took the Science 7-12 (TExES 236) 3 times and did not pass before 09/01/2015.
- Candidate took the Science 7-12 (TExES 236) 2 times and did not pass on or after 09/01/2015.

Currently (i.e., through 08/31/18), this candidate’s test count is 3 attempts for the Science 7-12 test. (See Column A below.)

Effective 09/01/2018, this candidate’s test count will be 5 attempts for the Science 7-12 test. A test-limit waiver will be required if candidate wishes to retest. (See Column B below.)

Example				
			Column A	Column B
Test		Test Date	Attempt Count From 09/01/2015 – 08/31/2018	Attempt Count Beginning 09/01/2018
<b>Before 09/01/15:</b> The candidate took the Science 7-12 (TExES 236) 3 times before 09/01/2015.	236 Science 7-12	04/15/2015	1	1
	236 Science 7-12	06/15/2015	1	2
	236 Science 7-12	08/24/2015	1	3
<b>On or After 09/01/15:</b> The candidate took the Science 7-12 (TExES 236) 2 additional times on or after 09/01/2015.	236 Science 7-12	09/01/2016	2	4
	236 Science 7-12	06/12/2017	3	5
Explanation:			Candidate has 2 more attempts to retake the 236 Science 7-12 test until 8/31/2018.	Candidate has reached the test limit for 236 Science 7-12 and must apply for a waiver to retest.

## How do candidates apply for a waiver?

Candidates who reach the 5-time testing limit may apply for a test-limit waiver to attempt the examination again. Candidates must pay an application fee of \$164 and complete all required components, including analysis of prior test results and completion of educational activities directly related to the candidate's test for which he/she is applying, before test approval will be granted. Please see [Test Waiver Information](#) for additional information regarding this process.

## What do educator preparation programs need to do before 09/01/2018?

Educator preparation programs (EPPs) should notify all program completers and enrolled candidates who have not met testing requirements about the testing limit changes. A list of EPP candidates who have been actively testing since 09/01/2015 and who have not passed one or more tests may be found on the **EPP Test Retake Report**. The report may be accessed by logging into your ETS Admin Account at <https://admin.texas-ets.org>, and clicking on the Reports tab from the left-side navigation pane. The EPP Test Retake Report can be accessed in the Score Reports section. EPP Admin users may generate a retake report for Core Subjects or Non-Core Subjects in csv or html format. The following codes are used in the reports:

- RF = Score Reported – Did Not Pass;
- No Letter Code Next to Test Date = Future Test Date; and
- TF = Results Not Yet Reported or Waiting to be Marked as a No Show.

This report will not identify all EPP candidates who have not passed certification exams, but it will identify those who have been actively testing since 09/01/2015. EPPs should review program records to identify other potentially-impacted candidates.

More information about who can access the ETS Administrator section, what is available, and how to request access may be found at <http://cms.texas-ets.org/epp/administrator-login/>.

EPPs may also view a candidate's complete test history in the TEA Educator Certification Online System (ECOS) using the Educator Search feature on the Educator Information drop down menu as shown below.



The screenshot displays the ETS Admin Account interface. On the left, a dark green navigation menu lists various options: Main Menu, Standard Certification, Intern, Probationary, ASEP, Archived ASEP, Test Approval, Career & Technology, Approved Programs, Educator Information, and Educator Search. A red arrow points to the 'Educator Search' option. On the right, the 'Educator Search' form is visible, containing the text 'You may search for the Educator by entering the SSN or TEA Test ID.', two input fields labeled 'Social Security Number:' and 'TEA Test ID:', and a green 'Search' button.

Use the Examinations link to bring up the candidate's complete test history. Please note in the sample report below that although this candidate's official test attempt count is currently 4 as of the last test date of 07/21/2017, the test attempt count will change to 11 on 09/01/2018. If the candidate does not pass the 068 Principal test before 09/01/2018, this candidate will be required to apply for a waiver because the candidate will exceed the 5-attempt test limit on 09/01/2018.



<a href="#">Educator Info</a> <a href="#">Addresses</a> <a href="#">Request Status</a> <a href="#">Examinations</a> <a href="#">Certifications</a> <a href="#">Fingerprint Status</a>					
Examination Results:					
Attempt Count	Type	Code	Description	Admin Date	Result
N/A	TEXES	170	Pedagogy & Prof Responsibilities Trade & Industrial Ed 8-12	06/27/2009	Pass
4	TEXES	068	Principal	06/24/2014	Fail
4	TEXES	068	Principal	08/19/2014	Fail
4	TEXES	068	Principal	12/02/2014	Fail
4	TEXES	068	Principal	02/04/2015	Fail
4	TEXES	068	Principal	03/24/2015	Fail
4	TEXES	068	Principal	05/08/2015	Fail
4	TEXES	068	Principal	07/01/2015	Fail
4	TEXES	068	Principal	08/18/2015	Fail
4	TEXES	068	Principal	02/24/2016	Fail
4	TEXES	068	Principal	08/30/2016	Fail
4	TEXES	068	Principal	07/21/2017	Fail

### EPPs should keep in mind

1. Candidates who did not test before 09/01/2015 are not impacted by the change. All attempts have always been included in the attempt count for these candidates.
2. Document your efforts and use multiple communication channels to contact your enrolled candidates and completers in all certification classes to explain how counting of test attempts will change on 09/01/2018 and steps candidates/completers should take now.
3. EPPs should continue to work with their candidates to ensure that they are well prepared before testing and that test approvals are given in a timely fashion, based on a candidate's readiness or completer status.
4. Individuals who need to apply for testing accommodations should begin that process as soon as possible since documentation review can take up to 6 weeks to complete and other factors, such as the creation of special test forms, may delay testing.
5. Enrolled candidates and completers who are in danger of reaching the 5-time testing limit should be encouraged to register and take their test(s) well before 09/01/2018. **(Enrolled candidates must continue to meet EPP testing requirements to gain test approval.)**
6. Keep in mind the 45-day wait period between testing administrations and grant test approvals so that candidates can take full advantage of every testing opportunity, considering a candidate's readiness to test.

7. Keep in mind that some tests are offered on a limited basis, so EPPs should be aware of the various schedules and deadlines in the [Registration Bulletins](#) and grant test approvals in time for candidates to register and complete testing by August 31, 2018, considering a candidate's readiness to test. Please refer to <http://www.texas.ets.org/testdates> for registration deadlines.
8. Candidates must register at least 48 hours in advance of a test administration, but a larger volume of test registrations may impact availability, so encourage candidates to register as soon as test approval is given. **Candidates must take their test(s) by August 31, 2018** if the new test attempt counting method will make them ineligible on September 1, 2018.

### Who are the appropriate contacts if EPPs have questions?

- EPPs should seek assistance from their designated TEA program specialist. The main TEA EPP number is (512) 936-8400, Option 5.
- The [Frequently Asked Questions document](#) posted on the TEA Educator Testing webpage should answer most questions about the test-limit waiver process. Additional questions may be submitted through a [HelpDesk ticket](#) or by calling the TEA Educator Testing unit at (512) 463-9039.
- Questions about accessing the **EPP Test Retake Report** should be directed to ETS at: [EPPAdmin@ets.org](mailto:EPPAdmin@ets.org)

### Who should assist candidates?

Candidates seeking assistance should start with their EPP. EPPs are expected to assist candidates with efforts to be successful on future test administrations, such as providing additional training or directing candidates to additional resources. Candidates must seek the approval of their EPP before submitting the waiver application. EPPs with questions should then contact their TEA program specialist or TEA Educator Testing staff for further assistance.

If candidates still have questions, they should be encouraged to submit a [HelpDesk ticket](#) to the TEA Educator Testing unit and indicate "Test-Limit Waiver" in the subject field.