

## **edTPA POLICIES AND PROCEDURES FOR PROGRAM COMPLETION**

*Revised: March 26, 2020*

### **1. Introduction**

The Illinois School Code requires that teacher preparation programs in Illinois begin phasing in an “evidence-based assessment of teacher effectiveness.” Per ISBE administrative rule 23 Ill. Adm. Code 25.720(e), as of Sept. 1, 2015, all teacher candidates will have to pass such an assessment to apply for licensure. Each recognized institution offering approved teacher preparation programs shall administer the Teacher Performance Assessment (edTPA) during a candidate’s student teaching experience. edTPA, an assessment designed by Stanford University, is the “evidence-based assessment of teacher effectiveness” that has been approved by the Illinois State Board of Education (ISBE) in consultation with the State Educator Preparation and Licensure Board. edTPA is meant to serve as a capstone assessment and complements other assessments of teacher readiness required by ISBE and the candidate’s program of study.

edTPA is an ISBE-required performance assessment designed to measure teacher candidate effectiveness in the classroom by focusing on student learning. It includes a review of a teacher candidate's authentic teaching materials, including short video clips of instruction, lesson plans, student work samples, analysis of student learning, and reflective commentaries. Students submit edTPA assessments via an electronic online platform. The assessments are scored by Pearson evaluators, who include teacher education faculty, clinical supervisors, K-12 teachers, administrators, and National Board Certified Teachers. edTPA is aligned with the Interstate Teacher Assessment and Support Consortium (InTASC) standards, and various professional standards, depending on the subject area, including Common Core State Standards and Specialized Professional Association (SPA) standards.

The purpose of this edTPA policy is to guide students and faculty in the College of Education to meet the state requirements related to edTPA and licensure. For further information about ISBE rules, please contact the licensure officer at Northeastern Illinois University (NEIU) or send an email to [COE-edTPA@NEIU.EDU](mailto:COE-edTPA@NEIU.EDU).

## **2. Assessment system**

The Daniel L. Goodwin College of Education has adopted a college-wide portfolio management system. During their student teaching semester, candidates will upload their edTPA portfolios to the approved portfolio management system for electronic transmittal for national scoring by Pearson. Additional information regarding the edTPA portfolio requirements and management within each initial licensure program is available from program faculty; general information regarding edTPA portfolios is available on the following websites: COE-TK20.EDU and the Daniel L. Goodwin College of Education D2L online community.

## **3. edTPA Submission Fees**

When students register for student teaching, they pay an edTPA submission fee as part of their student teaching course fee. Candidates will receive a voucher during the student teaching semester. Vouchers will include an expiration date. This edTPA charge is not refundable. Candidates who submit and fail edTPA will be required to pay a resubmission fee directly to Pearson; this cost is based upon the number of tasks being resubmitted. Candidates who drop from student teaching after the 10-day of the semester will not receive a refund/credit for this fee.

## **4. edTPA Remediation Options**

The following section details remediation options offered to undergraduate and graduate candidates who fail to meet the ISBE cut score for their edTPA portfolio or who fail to submit their edTPA portfolio by the deadline established by their program. It is the primary responsibility of the teacher candidate to meet all edTPA portfolio submission and remediation deadlines and complete all steps included in the option chosen by the teacher candidate. Candidates who anticipate being unable to submit their edTPA by their program's deadline should notify their supervisor and the Daniel L. Goodwin College of Education edTPA Coach in writing as soon as possible and before the end of their student teaching experience to discuss their options. If the supervisor believes that a candidate is in danger of not submitting the edTPA by the deadline, she/he will notify the department chair. The department chair will call an edTPA completion meeting between the chair, the candidate, and the supervisor to discuss the situation.

### **a. Candidate Options**

Candidates who do not pass or complete edTPA by the end of their student teaching semester will meet with the edTPA Coach to determine an appropriate course of action and recommendations. NEIU offers the following remediation options to support candidates unable to successfully complete edTPA by the end of student teaching; however, the final responsibility for earning a passing score rests with the candidate.

Option 1: Re-submit edTPA & Delay Graduation (requires a delay of graduation)

Option 2: Elect to graduate without licensure

Option 3: Transfer to another program that does not require edTPA

Option 4: Option 4: Provisional In-State Licensure

### Option 1: Resubmit edTPA & Delay Graduation

Candidates interested in resubmitting their edTPA in order to meet Illinois licensure requirements can either submit independently (following SCALE guidelines) or enroll in a 1-2 credit edTPA support course. Candidates who require additional school placement in order to successfully complete edTPA are required to enroll in EDUC 332: edTPA School Based Clinical. Note: The Daniel L. Goodwin College of Education will not be able to provide support or guidance to candidates who choose to resubmit independently, and recommends candidates select this option cautiously.

Candidates have one semester after student teaching to submit proof to their advisor that they passed edTPA, and may petition one additional semester if deemed eligible by the edTPA Coach. Candidates who fail to submit proof of passing within the stated timeline will not be eligible for licensure as part of their initial program.

Regardless of whether candidates complete independently or enroll in a NEIU edTPA course, they are required to delay graduation until they have successfully passed edTPA or will receive a transcript comment indicating that they did not meet Illinois licensure requirements at the time of graduation. The Associate Dean of the Daniel L. Goodwin College of Education will inform the University Registrar Office when a candidate has passed or failed edTPA.

### Option 2: Elect to graduate without licensure

Candidates who have met all of the exit requirements of their degree programs except passing edTPA can request to graduate from their current program without teacher licensure. These candidates will be graduated from the university and will have a transcript comment indicating that they did not meet Illinois licensure requirements at the time of graduation from their degree program.

Candidates may be eligible for future licensure through participation in and completion of a Teacher Licensure Program (TLP).

### Option 3: Transfer to another program that does not require edTPA

Candidates may apply to another program that does not require edTPA within the Daniel L. Goodwin College of Education or the University at large and graduate from that program after meeting all exit requirements. Candidates who select this option may be eligible for future licensure through participation in a Teacher Licensure Program (TLP) or other means of meeting the Illinois Teacher Licensure requirements. Additional information regarding program-specific options is available from program faculty, department chair, and TLP program adviser(s).

#### Option 4: Provisional In-State Licensure\*:

Follow ISBE guidelines to complete edTPA licensure requirements with provisional In-State licensure. Upon successful completion following ISBE guidelines, submit proof of edTPA passing score within the timeframe stipulated by ISBE. Send an email to [coe@neiu.edu](mailto:coe@neiu.edu) with your IEIN number and NEIU ID number, notifying GCOE that you have passed edTPA. Upon graduation, the student's transcript will be stamped with a comment indicating that he or she did not meet Illinois licensure requirements at the time of graduation.

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\*This option will be available as soon as it is finally approved by ISBE.

### **5. edTPA vouchers sponsored by the State of Illinois and Pearson**

Every fiscal year, the Illinois State Board of Education (ISBE) and Pearson distribute edTPA vouchers to all teacher preparation programs in proportion to the enrollment numbers reported to the State. Internally these vouchers will be distributed among the teacher preparation programs within the Daniel L. Goodwin College of Education in proportion to the enrollment numbers of each program.

Candidates in teacher preparation programs who need to resubmit the edTPA for licensure are eligible to apply for an edTPA voucher. The application will be available on the Daniel L. Goodwin College of Education website. An application will be submitted online to [coe-edTPA@neiu.edu](mailto:coe-edTPA@neiu.edu). Candidates are eligible for only one voucher. If an additional voucher is necessary, associated costs are the responsibility of the candidate. Any exception to this rule must be petitioned in writing to the associate dean.

In order to be eligible, candidates must be in good academic standing with their program and demonstrate the appropriate dispositions and professional behaviors as determined by their program. Only applications that meet the required deadline will be considered for review. Distribution of vouchers is based on availability.

## edTPA Voucher Application

\_\_\_\_\_  
Last Name                      First Name                      Date

\_\_\_\_\_  
Program                      NEIU ID #                      IEIN

In what semester and year you completed your student teaching: \_\_\_\_\_ / \_\_\_\_\_  
Semester                      Year

GPA: \_\_\_\_\_

### For office use only:

(edTPA coordinator: Program good standing and dispositions)		
Revised by _____ Last Name, First Name	_____ Date	_____ Signature
Program Approval: Yes ____ No ____		
(Associate Dean Approval)		
Approved by _____ Last Name, First Name	_____ Date	_____ Signature
Associate Dean's Final Approval: Yes ____ No ____		

## **6. Plagiarisms and cheating to the edTPA and option for disciplinary action**

By ISBE Rules 25.127, each annual program report must now include the preparation provider's policy on plagiarism and cheating pertaining to the edTPA, including the provider's options for disciplinary actions.

The Goodwin College adheres to the University Policy and disciplinary actions established on section Act of Misconduct included in the Student Handbook: <https://neiu.edu/university-life/dean-students/student-handbooks>

## **7. edTPA Refund/Credit of NEIU Fee**

Candidates who re-enroll in student teaching for Fall 2018 or after, and who did not use the original NEIU edTPA voucher, may be eligible to receive a 100% refund/credit for the edTPA fee. Candidates who registered for student teaching before Fall 2018 might be eligible to receive a 93% refund/credit of the edTPA fee. Candidates may request a waiver of the NEIU fee via email ([coe-edtpa@neiu.edu](mailto:coe-edtpa@neiu.edu)) with attention to the Associate Dean. If an additional voucher is necessary, associated costs are the responsibility of the candidate.