edTPA Registration Overview

This guide provides an overview of the edTPA registration process.

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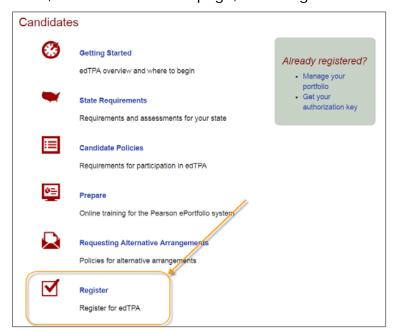6. Start Building Your Portfolio

1. Getting Started

Register for edTPA at www.edTPA.com. Click Candidates in the top navigation.

Then, on the Candidates page, click Register.

Before registering, review the resources available on the Getting Started page to prepare for edTPA, read the program policies including the Submission

Requirements, review online training available, identify your portfolio system, and check submission and reporting dates.

Before You Register

1. Review Getting Started to access resources to prepare for edTPA, read program policies and online training, identify your portfolio system, and review submission and reporting dates.
2. Read the candidate policies for participation in edTPA.
3. Review the edTPA Registration Overview ⬛, which describes the registration process and details the information you will be asked to provide when you register.

⚠ Some programs distribute vouchers to their edTPA candidates to be used for full or partial payment of the registration fee.

If you have been issued a voucher or expect to be issued a voucher for your edTPA registration, you must enter the voucher code when prompted on the payment page during registration. You may apply only one voucher per registration; any balance must be paid by credit card.

Vouchers cannot be applied retroactively to existing registrations.

If you are unsure if you will be issued a voucher or how you should pay for your edTPA registration, please contact your faculty advisor before registering.

Privacy Policy

Pearson takes reasonable precautions to protect the integrity of your personal information provided in connection with the registration process, as well as any information generated internally that is specifically pertinent to you, and to keep this information secure.

Your private information will not be made available to anyone but you, Pearson and the relevant state agency responsible for educator certification, if applicable (including the employees, agents, contractors, or professional advisors thereof), the program(s) you indicate in the edTPA registration system, and any program, entity, or person required or authorized by law to receive this information.
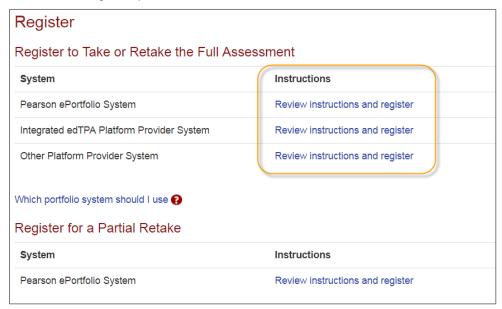
Your registration status and submission status, including date and time of registration and/or submission, may be reported to the preparation program in which you are enrolled, as you indicated in the edTPA registration system.

Next

When you are ready to register, click Next.

Pearson

Select the link to review the instructions for the portfolio system that you will use to build your portfolio.

Register

Register to Take or Retake the Full Assessment

System	Instructions
Pearson ePortfolio System	Review instructions and register
Integrated edTPA Platform Provider System	Review instructions and register
Other Platform Provider System	Review instructions and register

Which portfolio system should I use ❓

Register for a Partial Retake

System	Instructions
Pearson ePortfolio System	Review instructions and register

Note: If you are unsure of which portfolio system you will be using, select "Which portfolio system should I use?" for help, or ask your faculty advisor before you register.

After reviewing the instructions for the system you will be using, click Register Now.

Register

Candidates Using the Pearson ePortfolio System

If you will be building your portfolio on this site, please follow these instructions to register:

1. Click "Register Now" below. If this is your first time using the system, click the link for "Create an account now" to create an account.
2. Register for edTPA by following the system instructions to select your content and specialty areas, indicate your educator preparation program, and answer the background questions.
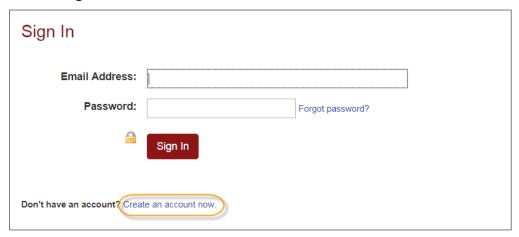
> ⚠ Be sure to allow adequate time, perhaps up to several days, before your planned submission date to upload and review your files in the Pearson system and to complete the submission process for scoring.

Register Now

2. Create an Account

On the sign-in screen, click the link to "Create an account now."

Sign In

Email Address: _____

Password: _____ Forgot password?

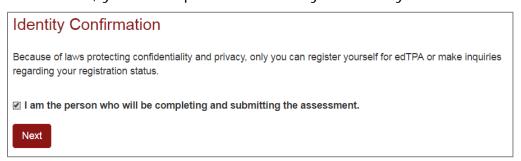🔒 [Sign In]

Don't have an account? Create an account now.

The system will take you through the account-creation process, where you will select a password and provide information about yourself, including your full name and address.

If you have previously created an account, you may sign in using your email address and the password you established when you created the account.

3. Register

To continue, you are required to confirm your identity.

Identity Confirmation

Because of laws protecting confidentiality and privacy, only you can register yourself for edTPA or make inquiries regarding your registration status.

☑ I am the person who will be completing and submitting the assessment.

[Next]

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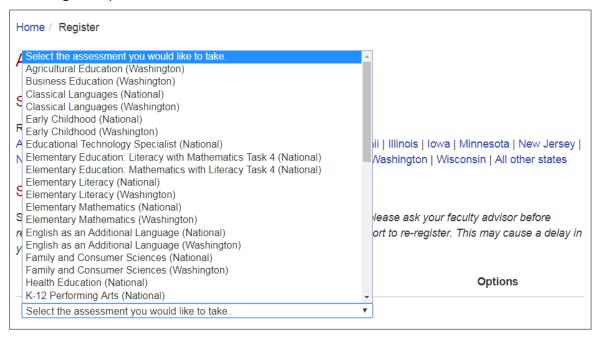
A. Choose Your Assessment

Step 1: Be sure to review the assessment-selection guidelines for your state, if provided. If you are unsure which assessment area to select, consult your faculty advisor.

Step 2: Select your assessment from the dropdown menu. Be sure to choose the correct assessment version if the assessment has both National and Washington options.

B. Answer the Background Questions

You will be asked to answer the following series of questions. When you are registering, answer these questions as best you can. You will be able to update your answers after you register, at any time up until you submit your portfolio.

Question	Instruction
Educator Preparation Program	Indicate the educator preparation program in which you are currently enrolled. If your program is not listed, identify the state where your preparation is taking place. If you are not affiliated with an institution, select "Unaffiliated."

Question	Instruction
edTPA Field/Specialty Area	From the list of choices, select the field specialty area which most closely corresponds with the learning segment referenced in your edTPA portfolio submission. The submission will be scored by a subject area expert for the field specialty area you select.
	Note that some assessment areas, such as Secondary Mathematics, may have multiple specialty areas from which to choose:
	• General mathematics—Secondary • Algebra—Secondary • Geometry and Analytic Geometry—Secondary • Trigonometry—Secondary • Calculus—Secondary
	Other assessment areas, such as Health Education, list just one option to choose – Health Education.
	If you do not see your field/specialty area listed on this screen, check your assessment selection to ensure it is the one you intended. To do this, click the Previous button until you return to the Assessment Selection screen and verify your selection. You may update your selection now, if necessary.
	Note: If you are registering for the **Special Education** assessment area:
	Select the option that most closely describes the focus learner's primary disability as identified in the IEP. For this assessment area, you will develop an in-depth case of one learner, your focus learner.
	Available options are:
	• Autism and developmental disorders • Career development and transition • Early childhood special education • Emotional or Behavioral • Deaf and hearing impaired • Learning disabilities • Mild/moderate • Moderate/severe • Physical, health, and multiple disabilities • Blind and visually impaired
	If you have questions about your assessment selection and edTPA field/specialty area, you should consult with your faculty advisor before continuing to register.

Question	Instruction
edTPA Language	Respond by indicating whether you will be submitting materials (documents and/or videos) that were written or recorded in a language other than English.
	If you respond, "Yes," you must provide translation/transcripts for any files (documents, videos, etc.) that are written or recorded in a language other than English. Materials that must be translated into English should be added to the original materials as part of the same file or, if applicable, to the end of the commentary template. There is no page limit for required translations into English.
	Please note: If you have registered for any one of the following assessment areas/specialty areas, you **do not** have to provide translations even though you have responded "Yes" to the previous background question:
	• any World Language • any Classical Language • Elementary Literacy—Spanish • Elementary Mathematics—Spanish • Elementary Education—Spanish • Special Education—Deaf and hearing impaired (for ASL only)
	*Additional note: For English as an Additional Language, translations are necessary only when highlighting key exchanges that reveal students' content understandings and/or language proficiency. Translations do not need to be a full transcript and can be provided within the commentary and noted with video clip timestamps.
Teacher Preparation Route	Please indicate which option most accurately describes your teacher preparation route.
	Options are:
	• Traditional university-based educator preparation program (no affiliation with alternative preparation route) • Teach for America • Alternative route affiliated with a university or college-based program • Alternative route affiliated with a district provider • Other: Not Listed • Decline to Answer
Classroom Grade Level	From the list of choices, select the one grade level that best describes your edTPA classroom context. If your classroom is a mixed-grade setting, select the grade level that most closely corresponds to the majority of students or to the group of students with whom you are working.

Question	Instruction
School Locale	Select one location that best describes your edTPA classroom context. Options are: - City - Suburb - Town - Rural - Decline to Answer
English Language Proficiency	If English is your primary language, answer Yes. Otherwise, answer No. *You may decline to answer this question.*
Ethnicity	Select the option that best describes yourself. *You may answer this question "Undeclared."*
Reason for Assessment	Select the option that best describes your reason(s) for taking this assessment. Options are: - Educator preparation program requirement - State educator licensure/certification requirement - Both of the above
Highest Educational Level	Select the highest educational level you have attained prior to this assessment.
Use of Materials	You have the option to consent to have your submission used in support of continued edTPA program improvement activities conducted by Stanford University and Pearson, such as future validity and reliability studies of edTPA. If you give your consent, your materials would be used without your name or other identifying information and would remain secure. If you do not give consent of if you are a New York State candidate, your materials will not be used in this manner.
Student Information	Select the option that best describes the percentage of students in your classroom with respect to the following categories: - Free/reduced lunch - English language learners - Special education eligibility (not including "gifted/talented") *You may decline to answer these questions.*
Clinical Experience	Select the options that best describe the amount of clinical experience/student teaching that you completed in your program prior to completing edTPA, for both number of weeks and hours per week. *You may decline to answer these questions.*

Question	Instruction
Learning Environment	If you plan to complete your edTPA portfolio in a virtual or blended learning environment, you must review the **Guidance for edTPA in an Alternative Arrangement: Virtual Learning Environment**. Once you have reviewed the guidance, please indicate in which setting your Task 2 video evidence of synchronous instruction will be recorded. (NOTE: You will be asked to verify this response prior to submitting your edTPA portfolio.)

C. Answer the Score Reporting Options Questions

Scores via email: You may elect to have your edTPA Score Profile sent to your email address as a PDF attachment. Candidates' edTPA Score Profiles released August 30, 2016, or later will be available online as a PDF document for two years after the score report date (score reports released prior to that date were available for 12 months).

Additional States to Receive Scores: Note that your scores will automatically be sent to the following entities:

- If applicable, the Educator Preparation Program you indicated earlier in your registration.
- If required by state policy, the state associated with your Educator Preparation Program selection.

If you wish to send your scores to an additional state or states that accept edTPA scores, you <u>must</u> select one or more of those states at this point in your registration.
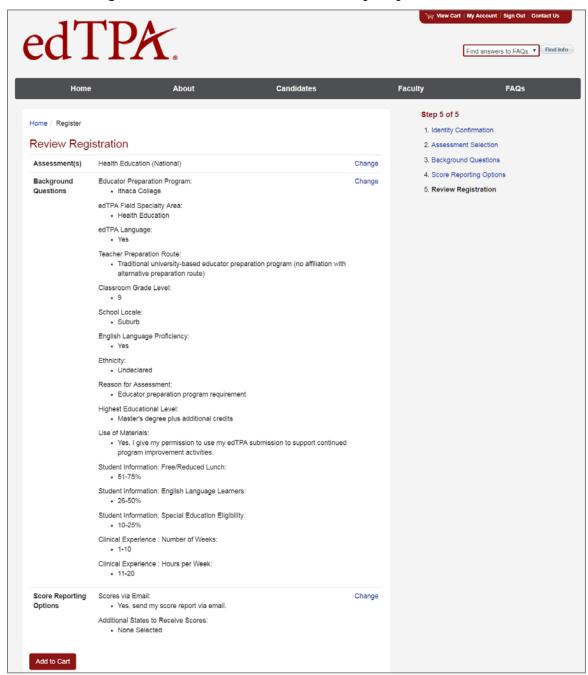
D. Provide Your State ID Number—*certain states only*

Candidates preparing at an educator preparation institution in certain states, or candidates who ask to report scores to those states, will be prompted to enter a state ID number. Refer to the state's information page on the edTPA website for more information about state IDs.

E. Review Your Registration

Take a moment to review your registration selections. You may use the Change links on the right side of this screen to revise any of your selections.
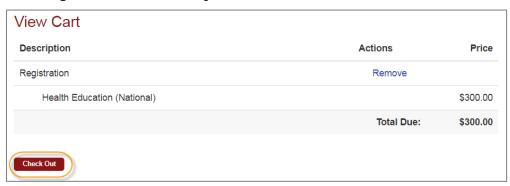

When you are satisfied with your selections, click Add to Cart.

4. Check Out and Provide Payment

Your registration is now in your cart. Click Check Out.

View Cart		
Description	**Actions**	**Price**
Registration	Remove	
Health Education (National)		$300.00
	Total Due:	**$300.00**

Check Out

You must now acknowledge your agreement to the edTPA Rules of Assessment Participation. They are presented at this point in the registration system for your review.

Agreement

In order to register for edTPA, you must acknowledge that you have had adequate opportunity to review the rules and policies that apply to edTPA registration and testing and agree to abide by them. These rules and policies are contained on the current edTPA website and in the applicable edTPA Rules of Assessment Participation, which are presented below for your review.

edTPA Rules of Assessment Participation

COMPLIANCE WITH ASSESSMENT RULES

By registering for edTPA, you are agreeing to abide by the current Rules of Assessment Participation for edTPA and all rules, procedures, and policies contained on the current edTPA.com website and/or in the current edTPA Handbook for the content area for which you have registered.

For the purpose of these Rules of Assessment Participation, the following definitions apply:

- **"Evaluation Systems."** Evaluation Systems, a business of NCS Pearson, Inc. (referred to throughout as Evaluation Systems).

☐ I acknowledge that I have had adequate opportunity to review, to my satisfaction, the instructions, rules, policies, and other terms and conditions that apply to edTPA registration and testing, which are contained on the current edTPA website and in the applicable edTPA Rules of Assessment Participation provided above for my review, and I agree to abide by the conditions set forth on the current edTPA website, including the edTPA Rules of Assessment Participation.

Next

On the Payment screen, enter your payment.

- If you have an edTPA voucher, enter the voucher code in the table at the top of the screen. If you are unsure if you will be issued a voucher or how you should pay for your edTPA registration, please contact your faculty advisor **before registering**. Vouchers cannot be applied retroactively to existing registrations.

- If you are providing payment by credit card, enter your credit card information where indicated below.

- If you have an edTPA voucher that does not cover the total cost, then you will enter both your voucher number and credit card information.

Payment

Description	Price
Registration	
Health Education (National)	$300.00
Enter a voucher	
Total Due:	**$300.00**

Withdrawal/Refund Policy

If you have registered for edTPA, have not yet submitted y[...]
your registration, you may do so by logging in to your acco[...]
Withdraw, and following the instructions provided.

Enter either your voucher number or your credit card information, or both, and review the Withdrawal/Refund Policy.

If you withdraw your registration within 18 months of your r[...]
payment made by you toward your assessment fee, up to:[...]
(Elementary Education: Literacy with Mathematics Task 4 a[...]
4 only), $60 for a 2-task retake, or $30 for a single-task ret[...]
within four weeks of your request. If you do not withdraw before the 18-month window has expired, you will not receive a refund or credit of any kind. If you applied a voucher toward your fee when you registered, you will receive no refund or credit of the voucher amount.

Once you withdraw your registration, you will no longer be able to view or edit your portfolio in the Pearson system. If you want to retain a copy of your portfolio, be sure to save your files prior to withdrawing your registration.

Within the first 30 days of registration, you can switch the assessment content area. Please see the "Changing Your Registration" policy for details.

☐ I acknowledge that I have had adequate opportunity to review, to my satisfaction, the policies related to withdrawals stated above.

[Previous] [Next]

Be sure to review the Withdrawal/Refund Policy carefully, and acknowledge that you have done so.
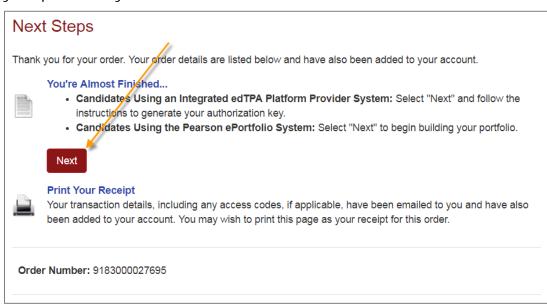
You will then be asked to review and submit your order.

Note: Once you submit your order, you will **not** be able to change your assessment selection online. Please confirm that your assessment selection is accurate. If you need assistance, please contact Pearson Customer Support at (866) 565-4872.

You will, however, be able to revise your answers to the background questions and score reporting questions through your account online up until the time you submit your portfolio.
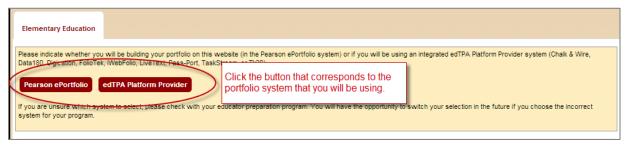
5. Select Your Portfolio System

On the last screen of the registration process, click Next to proceed to indicate your portfolio system.

Indicate whether you will be using the Pearson ePortfolio system or an integrated edTPA platform provider system.

Candidates using the Pearson ePortfolio system: You may now start building your portfolio in the Pearson system.

Candidates using an integrated edTPA platform provider system: After clicking the edTPA Platform Provider button, you are provided with an Authorization Key to facilitate your portfolio transfer. You will need to enter this key in your platform provider system when you are ready to transfer your portfolio to Pearson.

You will be prompted to review and agree to the terms associated with your Authorization Key. The key will then be emailed to the address you provided during registration. You will also be able to obtain your Authorization Key at any time by logging into your account at www.edTPA.com.

Please contact Pearson Customer Support at (866) 565-4872 if you have any questions about the registration process or about which portfolio system to select.

6. Start Building Your Portfolio

Candidates using the Pearson ePortfolio system: Begin building your portfolio in the Pearson system, available through your account on www.edTPA.com. Candidates are encouraged to review the online training available on the edTPA website, which include tips, guides, and video tutorials about building and submitting your portfolio.

Candidates using an integrated edTPA platform provider system: Build your portfolio in the system used by your institution. Review the guide "Transferring Your Portfolio From an Integrated System" when you have completed your portfolio and are ready to transfer it to the Pearson system for submission and scoring.