

FAQs for IHEs

Last Updated April 20, 2015

- Q Concerning the three student categories, it seems that datasets would be cleaner and more consistent across reporting institutions if we used “number of credits” benchmarks to differentiate the three categories. In addition, the data in this way is much more comprehensible. For instance: 1) Other enrolled students in programs with 60 or more credits, 2) All but enrolled students with everything but clinical with 120 or more credits, and 3) Program completers
- A **The designation of the three categories and the definition of each is part of the written law; therefore, it is not an option for ETS to make the type of changes you recommend. You can raise this issue with your Department of Education (DOE) and ask that they present it to the U.S. DOE. Or, you can address it directly to the U.S. DOE through Westat. For Westat’s contact information, as well as other information about the legal requirements of Title II reporting, please visit their website at <https://title2.ed.gov/default.asp>.**
- Q I had a question about Alternate route reporting: Are the categories the same for alternate route reporting as for the other program completers?
- A **Yes, the categories are the same for alternate route and traditional route students.**
- Q The initial licensure is given to those who complete required coursework, not degree programs. Therefore, as I understand the response, these students would always be reported as “others enrolled”?
- A **The testing company can provide you with the language in the law, but we cannot make decision on interpretation. The full definition of “other enrolled” is: Students who have been admitted to a teacher preparation program but who have not yet completed the program. The definition of an enrolled student does not include taking classes or doing an active clinical. However, if a student withdraws from the program during the academic year, do not include him/her in the count of enrolled students (see FAQ #35, <https://title2.ed.gov/TA/FAQ.pdf>). Note: If your “other enrolled students” consist of teachers who are already licensed and returning to earn additional endorsements, they should not be included in Title II reporting. Title II reporting is intended only for those working toward their INITIAL certification. Initial certification is defined as the first teaching certificate or license issued to an individual. The specific certificates or licenses classified as initial certification in each state are defined by the state. States are to provide information on degree, coursework, assessment, supervised clinical experiences, and other requirements. Any additional questions you may have on this topic should be addressed to Westat or your State DOE.**

- Q How do we list students on the ETS website who are working toward a license that does not require tests if the application does not list these licenses in the dropdown box?
- A **ETS will match only those students (and subsequently calculate the pass rates) who took tests. If there are students who are working towards a license that does not require a test, IHEs should not provide those names to ETS. By way of further answer, the above scenario is only counting those students taking assessments; the IHE report card (due April 30) and the state report card (due October 31) requires complete enrollment and completer data. This means that all students, enrollees and completers, must be counted. This includes those students who working towards a license that does not require a test must still be reported in the appropriate sections (i.e., enrollment, completers, etc.).**
- Q Do I need to report the students if there are less than 10 taking a particular assessment? If so, do I have to report only the completers, or the other two categories as well?
- A **Programs should report all of the applicable test takers for the groups being collected (enrollees that have completed all nonclinical classes, all other enrollees, and program completers for the current year and two prior years), regardless of whether or not there are fewer than 10 test takers. If there are fewer than 10 for a specific group, program completers would be combined and calculated into group 6 by the testing company, and the pass rates would be suppressed in the enrollee categories on our end.**
- Q When my alternate route candidates complete the alternate route program, they are then given an advanced degree license. Does that mean that we do not need to report them as “program completers” because the degree leads to an **advanced license, not initial license?**
- A **It doesn’t matter what type of license they are going for; what matters is whether or not they have been licensed previously. If this group of alternate route candidates has not been licensed prior to entering your program, they must be included.**
- Q Could you please clarify for me the differences in the single assessment report and the summary report? In adding the number of program completers in all the reported content areas from the single assessment report, the total is less than the total of program completers reported on the summary report.
- A **Each matched candidate is counted only once in the summary pass rate report and each test taken by the student is counted in the assessment pass rate report. If a student is listed for at least one license (multiple licenses is also an option), he has one summary pass/fail indicator that is used in summary pass rate calculations. If he is listed with multiple licenses, he still only has one pass/fail indicator. Depending upon the tests he took for the licenses listed for him, those tests are counted in the assessment pass rate reports. For example:**
- **Student A goes for License 1, 2, and 3:**
 - **License 1 includes the tests he took towards that license: Test 1, Test 2, Test 3**
 - **License 2 includes the tests he took towards that license: Test 4**
 - **License 3 includes the tests he took towards that license: Test 5, Test 6**
- Student A’s test scores and pass/fails will be counted as a total of 6 tests. However, Student A will be counted only once in the summary pass/fail calculations.**