

Rule 6A-4.0021 is amended to read:

6A-4.0021 Florida Teacher Certification Examinations.

(1) Scope. This rule governs the written examinations for teacher certification. Additional requirements for certification are specified in Chapter 6A-4, F.A.C.

(2) Description of the examinations and competencies to be demonstrated.

(a) The Florida Teacher Certification Examinations shall be developed by the Commissioner of Education.

(b) The written examinations shall include subtests of reading, writing, mathematics, professional skills, and subject area specialty. These examinations may contain multiple-choice questions and questions requiring the examinee to write an answer or demonstrate a proficiency.

(c) The following competencies are to be demonstrated by means of the written examinations:

1. Before ~~October 1, 2008~~~~July 21, 2007~~, the general knowledge competencies and skills as contained in the publication, “Competencies and Skills Required for Teacher Certification in Florida, ~~Twelfth~~~~Eleventh~~ Edition.” Beginning with the ~~October 1, 2008~~~~July 21, 2007~~ test administration, the general knowledge competencies and skills as contained in the publication “Competencies and Skills Required for Teacher Certification in Florida, ~~Thirteenth~~~~Twelfth~~ Edition.” Copies of these publications may be obtained from Florida Teacher Examinations, Department of Education, 325 West Gaines Street, Tallahassee, Florida 32399, at a price to be established by the Commissioner not to exceed actual cost.

2. Before ~~October 1, 2008~~~~July 21, 2007~~, the professional education test competencies and skills contained in the publication, “Competencies and Skills Required for Teacher Certification in Florida, ~~Twelfth~~~~Eleventh~~ Edition,” which is hereby incorporated by reference and made a part

of this rule. Beginning October 1, 2008~~July 21, 2007~~, the professional education test competencies and skills contained in the publication “Competencies and Skills Required for Teacher Certification in Florida, Thirteenth~~Twelfth~~ Edition,” which is hereby incorporated by reference and made a part of this rule. Copies of these publications may be obtained as described in subparagraph (2)(c)1. of this rule, and

3. Before October 1, 2008~~July 21, 2007~~, the subject area competencies and skills contained in the publication, “Competencies and Skills Required for Teacher Certification in Florida, Twelfth~~Eleventh~~ Edition,” which is hereby incorporated by reference and made a part of this rule. Beginning October 1, 2008~~July 21, 2007~~, the subject area competencies and skills contained in the publication “Competencies and Skills Required for Teacher Certification in Florida, Thirteenth~~Twelfth~~ Edition,” which is hereby incorporated by reference and made a part of this rule. Copies of these publications may be obtained as described in subparagraph (2)(c)1. of this rule.

(d) Before July 1, 2002, the College Level Academic Skills Test or the Praxis I: Academic Skills Assessment as described in subsection (13) of this rule shall be used to demonstrate mastery of general knowledge for an individual who holds a bachelor’s or higher degree as specified in Rules 6A-4.004, 6A-4.050, and 6A-4.066, F-A-C.

(3) Administration of the examinations.

(a) The examinations shall be administered by a test administration agency or agencies under contract with the Florida Department of Education.

(b) The examinations shall be administered at least four (4) times each year. The Commissioner of Education shall establish the examinations’ dates each year which may include supplemental test administrations. The Commissioner of Education shall designate the

registration deadlines, administration sites, and examinations available for the supplemental administrations.

(c) The examinations shall be administered at centers designated by the Commissioner of Education.

(d) An examinee may retake a failed examination provided at least thirty (30) days have elapsed since the previous administration of the failed examination.

(4) Registration, late registration and refunds.

(a) Registration for the examinations shall be for the initial examinations or for one (1) or more examinations not previously passed. To register to take the examinations, an applicant shall submit a completed application which shall be received by the test administration agency at least fifty (50) days preceding the examination date.

1. A completed application shall consist of the following:

a. A completed application Form CG-20-04, Registration Application: Certification Examinations for Florida Educators, which includes the applicant's signature. Form CG-20-04 is hereby incorporated by reference and made a part of this rule to become effective August 1, 2008~~October 1, 2004~~. This form may be obtained without cost from the Bureau of Educator Certification, Department of Education, 325 West Gaines Street, Tallahassee, Florida 32399 or may be submitted online via the Florida Teacher Certification Examinations/Florida Educational Leadership Examination Program Web site ~~website~~ at <http://www.fldoe.org/edcert/apply.asp>.

b. Before January 1, 2009, a twenty-five (25) dollar fee for each registration for a subject area specialty examination or any combination of subtests for a subject area specialty examination, each registration for the professional skills examination, and each registration for the general knowledge test or any combination of subtests for the general knowledge test.

Beginning January 1, 2009, a fifty (50) dollar fee for each first-time registration for a subject area specialty examination or any combination of subtests for a subject area specialty examination, each first-time registration for the professional skills examination, and each first-time registration for the general knowledge test or any combination of subtests for the general knowledge test. A fee of one hundred (100) dollars for each retake registration for a subject area specialty examination, the professional skills examination, or the general knowledge test, effective January 1, 2009.

c. A charge of one hundred (100) dollars in addition to the fees described in subparagraph 6A-4.0021(4)(a)1.b., F-A-C., for certification applicants taking a supplemental examination.

2. An incomplete application shall be returned to the applicant. Applications which are completed and resubmitted to the test administration agency after the fifty (50) day deadline shall be acceptable only if the applicant complies with requirements specified in paragraph 6A-4.0021(4)(b), F-A-C.

(b) Late registration for the examinations shall be for the initial examinations or for one (1) or more examinations not previously passed. An applicant who did not submit a completed application to the test administration agency within the fifty (50) day deadline may register for the examinations by completing the requirements listed in subparagraph 6A-4.0021(4)(a)12., F-A-C., and submitting a fifteen (15) dollar late charge for each registration for a subject area specialty examination or any combination of subtests for a subject area specialty examination; each registration for the professional education examination; and each registration for the general knowledge examination or any combination of the general knowledge subtests. All items shall be received by the test administration agency at least thirty (30) days preceding the examination

date. Late registrations shall be accepted on a space available basis.

(c) Refunds. Fees shall be refunded provided written requests for refunds are received by the test administration agency at least thirty (30) days preceding the examination date. Failure to appear for or to complete an examination shall result in forfeiture of fees.

(5) – (11) No change.

(12) Review.

(a) Requests for Manual Scoring and Verification. An examinee who fails one (1) or more examination(s) may file a written request with the test administration agency for manual scoring~~handscoring~~ of the multiple-choice sections of the examination(s) failed. A written request may also be made to verify the scores for computer-based tests and performance components of failed examinations, including essays, short-answer sections, and verbal responses, to ensure that the scores assigned were recorded accurately. The request shall be filed within thirty (30) days of the date the score report was mailed by the test administration agency. The fee for manual scoring, verification~~handscoring~~, or both, of one (1) or more examinations shall be that amount necessary for the test administration agency to perform the service as agreed in the contract between the agency and the Florida Department of Education. The test administration agency shall notify the examinee of the results of the request~~handscoring~~ within thirty (30) days of receipt of the request and fee.

(b) Score Verification Sessions. An examinee who fails one (1) or more examination(s) may review only those incorrect test items contained within each examination that was failed and bring to the Florida Department of Education's attention any scoring errors which may result in a passing score. The procedures for test review are listed below:

1. The examinee shall register for a score verification session~~file a written request with~~

~~Florida Teacher Examinations, Department of Education, 325 West Gaines Street, Tallahassee, Florida 32399,~~ within thirty (30) days of the date the score report was mailed by the test administration agency.

2. A processing fee is required for each score verification session~~request to review certification examinations for Florida educators.~~ The fee shall be that amount necessary for the test administration agency to perform the services as agreed in the contract between the agency and the Florida Department of Education.

3. The ~~examinee~~Florida Department of Education shall be provided an admission ticket that contains the location, date and time for the examinee's score verification session~~notify the examinee when a date has been scheduled for the examinee's review of the materials in Tallahassee.~~

4. During the score verification session~~On the review day,~~ the examinee shall file with the Florida Department of Education via the test administration agency a statement of specific scoring errors which may result in a passing score.

5. The Florida Department of Education shall review test items, verify examination keys, and consult with field-specific subject matter experts as needed.

6. The Commissioner of Education shall notify the individual of the action on the statement of scoring errors not later than thirty (30) days from receipt of the statement.

~~7~~6. An examinee may retake a failed examination that was reviewed provided at least thirty (30) days have elapsed since the date of the review. If an examinee takes an examination, including a computer-based examination, that was reviewed within thirty (30) days of the test date, the examination will be invalidated.

(13) Administration of the Praxis Series: Professional Assessments for Beginning Teachers

before July 1, 2002. These examinations shall be administered as described in the Praxis Series Registration Bulletin which may be obtained from Educational Testing Service, Post Office Box 6051, Princeton, New Jersey 08541-6051.

(14) - (15) No change.

Specific Authority 1012.55(1), 1012.56, 1012.59 FS. Law Implemented 1012.56 FS. History—
New 8-27-80, Amended 1-11-82, 1-6-83, 5-3-83, 10-5-83, 10-15-84, Formerly 6A-4.021,
Amended 12-25-86, 4-26-89, 4-16-90, 7-10-90, 4-22-91, 10-3-91, 8-10-92, 11-28-93, 4-12-95, 7-
1-96, 9-30-96, 10-1-99, 7-17-00, 7-16-01, 3-24-02, 7-16-02, 3-24-03, 7-21-03, 12-23-03, 7-13-
04, 5-24-05, 5-23-06, 5-21-07, 5-19-08,