

GACE Internet-Based Testing (IBT) FAQ

February 22, 2008

GACE IBT Administration

- Q. Can we charge candidates a proctoring fee in addition to the test fee they pay?
- A. *The test center agreement has been updated at the PSC's request so that sites may charge a nominal proctoring fee.*
- Q. Can we administer a test outside the regular test schedule of Monday-Friday 9:00 a.m. - 5:00 p.m.?
- A. *In some cases, special arrangements can be made to test outside the regular testing schedule. Site contacts who need to schedule a test session "out of hours" should contact Pam Eisermann at Evaluation Systems (pamela.eisermann@nesinc.com)."*
- Q. What payment options are available for individuals taking the GACE Computer Skill Competency Assessment?
- A. *The test fee of \$35.00 may be paid by a VISA or MasterCard credit card or a debit or check card that carries the VISA or MasterCard logo. Districts or other entities that wish to pay for candidates' test fees may use their credit card to do so. Sites that charge candidates a nominal proctoring fee need to establish their own system for collecting the proctoring fee from candidates.*

GACE IBT Administration Policy

- Q. How often can candidates take the Computer Skill Competency Assessment?
- A. *Candidates who do not pass the CSC Assessment can retake the test as many times as they need to, but there must be at least 30 days between testing attempts.*
- Q. Are there arrangements school districts can make for candidates who need more time to complete the certification requirements for the Computer Skill Competency?
- A. *Yes. Individual certification questions can be directed to the School District's Certification Officer or the Certification Division of the Georgia Professional Standards Commission (GaPSC).*
- Q. Students graduating from a college with an NCATE-approved educator preparation program on or after July 10, 2001, automatically meet the CSC requirement. What does a district need to do to verify that the individual has met the CSC requirement?
- A. *This information is available on the NCATE website at www.ncate.org*
- Q. What entities are authorized to become sites for the Computer Skill Competency Assessment?
- A. *Georgia schools, school districts, Regional Educational Service Agencies (RESAs), and Educational Technology Training Centers (ETTCs) may seek authorization to administer the*

CSC. In the future, Georgia colleges and universities will also be able to seek authorization to administer the CSC.

- Q. If another entity administers the Computer Skill Competency Assessment on behalf of a district or school, does that satisfy the legislated computer competency requirement for Georgia educators?
- A. *If the educator elects to take the Computer Skill Competency Assessment at the building site, the system shall offer the option for him/her to take it on-site at the local school to which the educator is assigned. If the educator elects to take the Computer Skill Competency Assessment at an approved alternative site, the GaPSC will accept the score.*