

Title II Tips for Reporting

The Basics of Collecting and Reporting Pass Rates

What Is Being Reported?

The Title II data collection requires pass rates and average scaled scores on all assessments required for teacher licensure or certification for all enrolled individuals and completers of traditional and alternative route teacher preparation programs. For this data collection, all initial certification traditional teacher preparation programs at a single institution of higher education (IHE) are considered to be instances of a single traditional program; likewise, all alternative routes to initial teacher certification are considered to be instances of a single alternative program route to certification or licensure at the IHE. States receive pass rate data from teacher preparation programs in April of each year. In turn, states report the program and state pass rates and average scaled scores to ED annually in October.

Teacher preparation programs and states report annually on five groups. Every Institutional and Program Report Card and State Report Card will include:

- pass rates and average scaled scores on the most recent cohort of completers,*
- pass rates and average scaled scores for completers in each of the two previous years,
- pass rates and average scaled scores for all enrolled students who have completed all nonclinical coursework,** and
- pass rates and average scaled scores for all other enrolled students.***

Two kinds of pass rates will be reported.

- **Single assessment pass rates:** the proportion of test takers who passed the assessment among all who took the assessment.
- **Summary pass rates:** the proportion of test takers who passed all tests they took for their areas of specialization among those who took one or more tests in their specialization areas. Summary pass rates are based on all assessments that an individual needs to pass to become initially certified or licensed as a teacher in a given area of specialization in a state. Summary pass rates will be reported only for program completers.

Data will include assessments taken by the enrolled individuals or program completers up to five (5) years earlier. States are not required to report pass rates or average scaled scores for individuals who completed teacher preparation programs in other states.

Reporting Procedures for States

Following the procedures established in each state, each teacher preparation program will identify its enrolled individuals and program completers by Social Security number or other identifying information, together with their areas of specialization or certification and academic major, and provide this information to the testing companies or state. The testing companies or state will then compute the pass rates (on assessments in the certification and licensure areas that correspond to these areas of specialization) of the test takers and return the pass rates to the teacher preparation programs. The testing companies or state also will provide other information that they can use to verify the pass rates.

States should work with teacher preparation programs and test companies to confirm the following each year:

- Confirm the academic year. States and teacher preparation programs should set a test closure date for each cohort of program completers. The date should be the same for all institutions within a state. The academic year is defined as starting September 1 and ending August 31.
- Establish the list of areas of specialization for certification or licensure. In order to be able to calculate and report pass rates and average scaled scores, testing companies or states will need to collect:
 - a comprehensive list of all certificates or licenses (for areas of specialization approved by the state),
 - the testing requirements and cut scores for certificates or licenses and the teacher preparation programs, and
 - the certificates or licenses for which they are approved to be able to calculate and report pass rates for the groups of traditional and alternative route program test takers.

States will receive Report Cards containing pass rate and average scaled score information from all teacher preparation programs. States should confirm that all teacher preparation programs are accounted for.

States will determine who will calculate the data needed to report on statewide pass rates. Some states may have files of data that will allow them to generate pass rates. Other states will work with testing companies to determine when, and in what form, data will be received that will allow the states to generate pass rates. States that use multiple testing companies may need to arrange for a memorandum of understanding (MOU) among the testing companies and the state to allow for a data exchange that will facilitate the calculation of statewide summary pass rates.

*A **program completer** is a person who has met all the requirements of a state-approved teacher preparation program. Program completers include all those who are documented as having met such requirements. Documentation may take the form of a degree, institutional certificate, program credential, transcript or other written proof of having met the program's requirements.

****Nonclinical coursework** is any course in the teacher preparation program curriculum that focuses on content, such as academic subject matter, and does not require students to participate in the activities of supervised clinical experience as described in the glossary definition.. The curriculum policies of each state and its institutions will identify coursework that is nonclinical or clinical.

*** An **enrolled student** is a student who has been admitted to a teacher preparation program, but who has not yet completed the program.