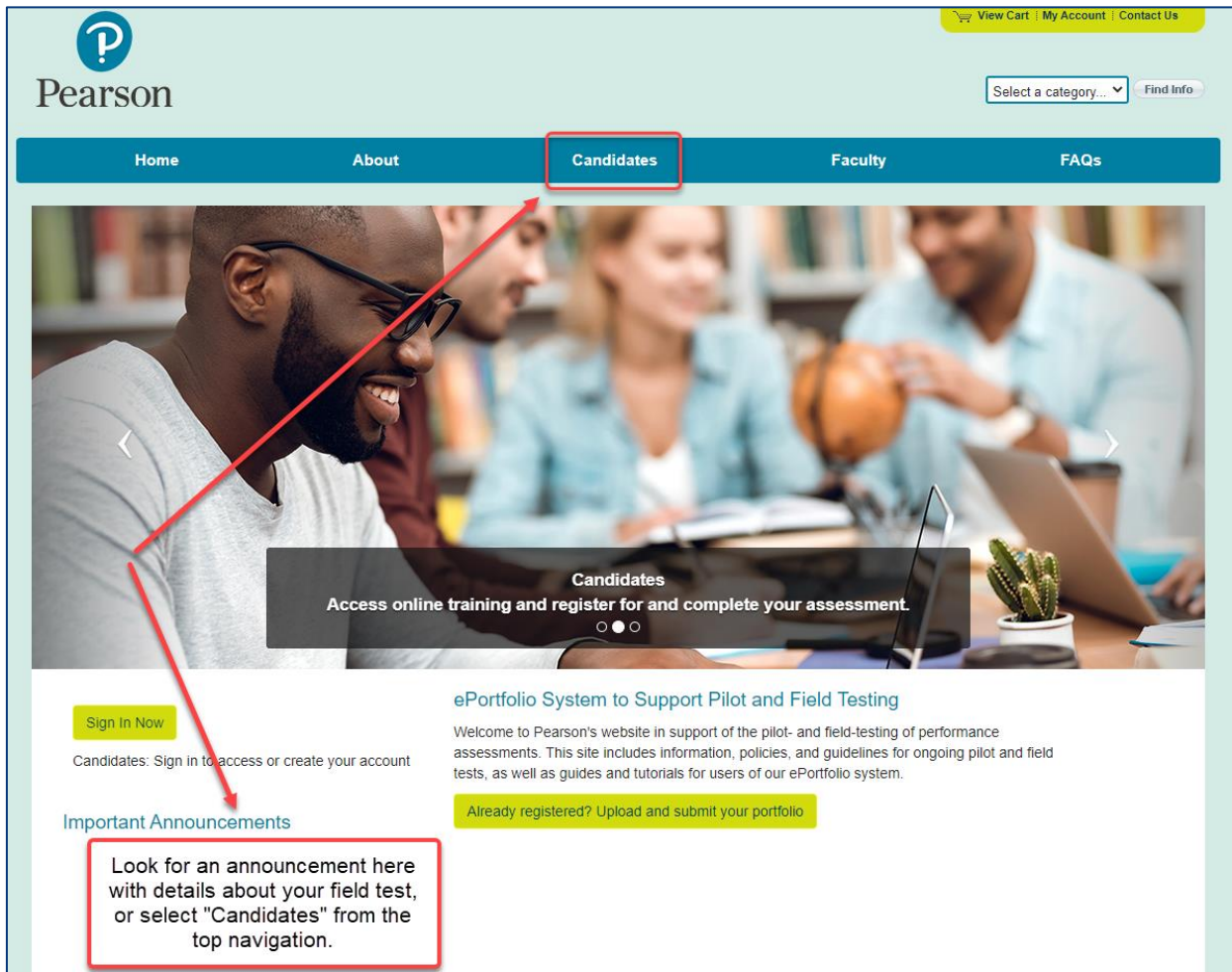# Registration Overview

Candidate Guide for the
Early Childhood Education CalFTPA Pilot/Field Test

1. Getting Started

Register for the CalFTPA pilot/field test at the [Pearson ePortfolio Pilot- and Field-Testing website](#). Select the link in the website announcement that indicates registration is now open, or select "Candidates" from the top navigation.

Then, on the assessment-specific page, review the important information provided and familiarize yourself with the resources provided here.

When you are ready to register, select the Register Now button on this page.

2. Create an Account

On the sign-in screen, click the link to "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.

Home / Register

Identity Confirmation

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

☐ I acknowledge that I have read and agree to this attestation.

Next

A. Choose Your Program

On the Program Selection screen, the system will ask you to select your program from among the assessments that are currently offering pilot or field tests.

Program Selection

Select a program and click Next to register:

Choose your program from the list of programs on this page.

Previous   Next

B. Select Your Cycle

On the Assessment Selection screen, select the CalFTPA instructional cycle that you wish to register for. You may select one cycle per registration.

Assessment Selection

Select the assessment you would like to take.

Cycle

```
Select the cycle you would like to take.                              ∨
Select the cycle you would like to take.
Early Childhood Education CalTPA: Cycle 1
Early Childhood Education CalTPA: Cycle 2
Early Childhood Education CalTPA: Cycle 3
```

C. 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 cycle for scoring.

Question	Instruction
Ethnicity	Select the option that best describes yourself. *You may answer this question "Choose not to respond."*
Sexual Orientation	Select the option that best describes yourself. *You may answer this question "Decline to state."*
Language	Indicate the language(s) you were fluent in as a child. Options are: • English only • English and one or more other languages • American Sign Language only • American Sign Language and one or more other languages
Units Completed	Select the option that best indicates at the end of this semester or quarter in which you are submitting this CalTPA cycle, how many units you will have completed in your teacher preparation program. Options are: • 1–11 semester units/1–17 quarter units • 12–23 semester units/18–35 quarter units • 24–40 semester units/36–60 quarter units • 41–60 semester units/61–90 quarter units • More than 60 semester units/More than 90 quarter units

Question	Instruction
Placement School	Select the option that best describes the type of school for your teaching placement. Options are: • Family Child Care Home • Public Elementary School • Public/Non-Profit Preschool such as State Preschool or Head Start, not on an Elementary School Campus • Private Elementary School • Private/For-Profit Preschool, not on an Elementary School Campus • College Campus Lab School
Placement Grade Level	Select the educational setting/grade level that best describes the placement in which you are completing the Education Specialist CalTPA. If your classroom contains multiple grades, select the grade level that most closely corresponds to the majority of students with whom you are working. Options are: • Pre-school/Pre-K • TK • K
Program Type	Select the option that best describes the type of educator preparation program in which you are enrolled. Options are: • Certificate • Associates Degree • Baccalaureate Degree

D. 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.

Review Registration

Program Selection	Early Childhood Education CalTPA Pilot	Change
Assessment(s)	Early Childhood Education CalTPA: Cycle 2	Change
Background Questions	Background Questions: • None Selected Ethnicity: • Other Language: • English only Placement School: • Family Child Care Home Placement Grade Level: • Pre-School/Pre-K Preparation Program: • Berkeley City College Program Type: • Certificate Units Completed: • 1-11 semester units/1-17 quarter units Sexual Orientation: • Decline to state	Change

Add to Cart

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

4. Check Out and Provide Payment

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

View Cart

Description	Actions	Price
Registration	Remove	
Early Childhood Education CalTPA: Cycle 2		$0.00
	Total Due:	**$0.00**

Check Out

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

Agreement

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

> By participating in a CalTPA pilot/field test, you are agreeing to abide by the CalTPA Pilot/Field Test Rules of Participation and all rules, procedures, and policies communicated to you during this assessment.
>
> For the purpose of these Rules of Participation, the following definitions apply:
>
> - **"Evaluation Systems."** Evaluation Systems, a business of NCS Pearson, Inc. (referred to throughout as Evaluation Systems).
> - **"Program."** The educator preparation program in which candidate is enrolled.
> - **"Commission."** The California Commission on Teacher Credentialing, the state agency that owns the CalTPA.
> - **"TPA."** Teaching Performance Assessment.
>
>   1. **PURPOSE OF ASSESSMENT:** I understand that this assessment is administered for the purpose of fulfilling a

☐ I acknowledge that I have read and agree to the CalTPA Pilot/Field Test Rules of Participation.

Next

On the Payment screen, enter your voucher. You must have a voucher code in order to register.

Payment

Description	Price
Registration	
Early Childhood Education CalTPA: Cycle 2	$0.00
Enter a voucher	
Total Due:	**$0.00**

Withdrawal/Refund Policy

If after registering for a CalTPA pilot/field test you wish to withdraw your registration, you may do so through your account.

Note that pilot/field test vouchers have no cash value and you will not receive a refund or credit of any kind if you withdraw your registration. Vouchers are single-use only and may not be reused.

☐ In order to proceed, you must acknowledge that you have had adequate opportunity to review the Withdrawal/Refund Policy available here for your review.

`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.

You have now completed your registration and may access the ePortfolio system.

Next Steps

Thank you for your order. Your order details are listed below and have also been added to your account.

Begin Work on Your Assessment
You may now access and submit assessment materials using the Pearson ePortfolio system.

Print Your Receipt
Your transaction details, including any access codes, if applicable, have been emailed to you and have also been added to your account. You may wish to print this page as your receipt for this order.

5. Begin Working in the ePortfolio System

Begin building your portfolio in the ePortfolio system, available through your account on the program website. Candidates are encouraged to review the [online training available on the website](#), which include tips, guides, and tutorials about building and submitting your portfolio.