

GACE® Registration Quick-reference Guide



Last Updated August 2023

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Registration Steps

You can register for most assessments online via your ETS GACE® testing account. The exceptions are the American Sign Language Proficiency Interview (ASLPI), and the Georgia Ethics, Paraprofessional, and Teacher Leadership assessments. See instructions for those assessments beginning on *page 15*.

Step 1

Before you can register for a GACE assessment, you must first create a MyPSC account on the **GaPSC website**. (The Paraprofessional assessment is the only assessment that does not require you to do this.) Visit the **Registration Steps** page of the GACE website for information on setting up your MyPSC account.

Step 2

Go to the GACE website at www.gace.ets.org. Click **MY GACE ACCOUNT** in upper right-hand corner of the screen.

Step 3

Sign in to your ETS GACE testing account. Enter your user name and password and click **Sign In** if you're a returning user, or click **Create Account** if you are accessing the system for the first time.

The screenshot shows two main sections: 'Returning Users' and 'New User'. The 'Returning Users' section has input fields for 'User Name' and 'Password', a 'Sign In' button, and links for 'Forgot User Name' and 'Forgot Password'. The 'New User' section has a heading 'Create an ETS GACE testing account to:' followed by a bulleted list of features: register for any test you are eligible to take, add score recipients, view your registration and make changes, reschedule or cancel your registration, print (or reprint) your admission ticket(s), and view your scores. A 'Create Account' button is at the bottom of this section.

Step 4

Select the **Register for a Test** link under Registrations and Orders on the My GACE Home screen.

The screenshot shows the 'My GACE Home' dashboard. It includes a welcome message for 'william scott!' with Georgia Certification ID#: 1366444. Below this is a paragraph of instructions: 'Use the links below to check eligibility, register for a test, view your scores, and manage your ETS GACE testing account security. If you need to make updates to your personal information, go to your [MyPSC account](#).' The dashboard is divided into several sections: 'Upcoming Tests' (empty), 'Registrations and Orders' (with links: Check Eligibility, Register for a Test, View, Cancel or Change, Add Additional Score Recipients, Pay Outstanding Balance), 'Test Takers with Disabilities or Health-Related Needs' (with links: Request Accommodations or Review Application Status, My Accommodations), 'Scores' (with link: View Test Scores), 'Manage Profile' (with links: View Personal and Contact Information, Change Password and/or Security Question), and 'Quick Links' (with links: Test Preparation Materials, Identification (ID) Requirements, Test Centers and Dates).

Step 5

Read “Before You Register for a Test” and then select “I Agree” at the bottom of the page.

Before You Register for a Test

Before you register for a test, make sure you do the following:

- Obtain eligibility to test from your program provider, if you have one. Your program provider will help you identify which tests you need to take for certification.
- Have your payment information ready. You can pay by credit/debit card (American Express®, Discover®, MasterCard® or Visa®), PayPal™, or e-check. If you do not have an electronic form of payment, contact ETS Customer Service.
- Know if you want your scores sent to anyone besides the GaPSC and your program provider (if you have one). You may elect to send scores to up to three additional recipients.
- Read the [Registration Bulletin](#).

If you need accommodations because of a disability or health-related need, please review the [Bulletin Supplement for Test Takers with Disabilities or Health-Related Needs](#). The [Supplement](#) has instructions for requesting accommodations and registering to test with accommodations.

Notwithstanding anything to the contrary in any other ETS or ETS affiliate's ("ETS," "we," "us," "our") materials or agreements with you, you consent to the terms and conditions herein by registering for or taking an ETS test, creating an online account or using our Website, providing survey information or requesting one of our services or completing order or payment information. You agree that we have the right to obtain, store (only for as long as necessary), use and transmit your personal information including, full name, home address, email address, telephone number, Social Security number, passport number, biometric data such as fingerprints, audio recordings and video files and your answers to other background information questions, the test you are registering for, test date, payment information, how you specifically use our Website ("Personal Information").

We use your Personal Information to:

- complete any registration, purchases or other transactions you request online

By clicking the "I Agree" button below, you agree that:

- I am the person who will be taking the GACE assessment.
- I acknowledge that I have had adequate opportunity to review the instructions, rules, policies, and all other terms and conditions, including the Rules of Test Participation, that apply to my test registration and administration that are contained in the current [Registration Bulletin](#) and on the ETS GACE website. I hereby agree to comply with all such rules, policies, and conditions.
- I understand and agree that ETS and the GaPSC may collect my photograph and other types of personal information regarding my identification document(s) and may use my personal information for purposes associated with the GACE assessment.
- I am seeking admission to an educator preparation program and/or seeking certification in the State of Georgia and/or seeking to become highly qualified in a core academic subject.

[Go to My GACE Home](#) [I Do Not Agree](#) [I Agree](#)

Step 6

Confirm your personal information is correct and click **Continue**.

Confirm Your Information

If the information below is incorrect, go to your [MyPSC account](#) to make updates.

Georgia Certification ID Number

GA CERT ID: 1366444

Personal Information

First/Given Name:	william
Middle Initial:	-
Last/Family Name:	scott
Suffix:	-

Date of Birth: February 12, 1980
Gender:
Social Security Number: 995000076

Contact Information

Email Address:	wscott@ets.org
Country/Location:	USA
Address 1:	660 Rosedale Road
Address 2:	
City:	Princeton
State/Territory:	
ZIP Code:	08541
Primary Phone:	6781211111
Alternate Phone:	6781211111

[Continue](#)

Step 7

You will be asked some background information questions. These questions are optional and are for research only; answering them will not affect your scores or teaching status.

Background Information

The questions below are optional. Responses are used for research purposes only and will not affect your scores or teaching status. All information will be kept confidential.

1. What is your best language of communication? :

English.

2. What language(s) did you learn as a child? :

English only.

[Continue](#)

Step 8

Search and select tests. Click the checkbox next to the test title you wish to register for. You may select up to four tests during this step.

Schedule Tests | Score Recipients | Review | Payment | Order Complete

Search and Select Tests

Select the Test(s) You Want to Take

The tests you are eligible to take are listed below. If you have questions, contact your program provider or the [GaPSC](#).

Select up to four tests, then click "Continue."

- Most assessments are offered during specific testing windows throughout the year. Others are offered on a continuous basis.
- Inclusion here does not guarantee seat availability at your chosen test center.
- The duration time listed below includes time for tutorials and directional screens that may be included in the test. Actual testing time may be less.
- You will be able to schedule different test dates and test centers for each test.

Select	Test Name	Code	Duration	Price
<input type="checkbox"/>	Agricultural Education Combined Test I & II	540	300 minutes	\$193.00
<input checked="" type="checkbox"/>	Agricultural Education Test I	040	150 minutes	\$123.00
<input type="checkbox"/>	Agricultural Education Test II	041	150 minutes	\$123.00
<input type="checkbox"/>	American Sign Language Test I	150	150 minutes	\$123.00
<input type="checkbox"/>	Assessment of Sign Communication - ASL - Test II*	151	30 minutes	\$123.00
<input type="checkbox"/>	Behavioral Science Combined Test I & II	550	300 minutes	\$193.00
<input type="checkbox"/>	Behavioral Science Test I	050	150 minutes	\$123.00
<input type="checkbox"/>	Behavioral Science Test II	051	150 minutes	\$123.00
<input type="checkbox"/>	Biology Combined Test I & II	526	300 minutes	\$193.00
<input type="checkbox"/>	Biology Test I	026	150 minutes	\$123.00
<input type="checkbox"/>	Biology Test II	027	150 minutes	\$123.00
<input type="checkbox"/>	Birth Through Kindergarten Combined Test I & II	505	300 minutes	\$193.00

Once you have selected your test(s), click **Continue**.

<input type="checkbox"/>	Technology Education Combined Test I & II	548	300 minutes	\$193.00
<input type="checkbox"/>	Technology Education Test I	048	150 minutes	\$123.00
<input type="checkbox"/>	Technology Education Test II	049	150 minutes	\$123.00

*Online registration is not available for Test II (151) of the American Sign Language assessment. Please call 1-855-225-7178 to register for this test.

[Continue →](#)

Step 9

Your test selections will be listed. Make sure the test titles you selected are correct, and click **Schedule Test(s)**.

Schedule Tests | Score Recipients | Review | Payment | Order Complete

Tests to be Scheduled

You have selected the following test(s). You will also have to select a test center, date, and time for each test, one at a time. You may choose to test at the same test center for all tests, or you may choose to test at a different test center for each one. Check "Schedule Test(s)" to check seat availability for the first test listed below. The duration time listed includes time for tutorials and directional screens that may be included in the test. Actual testing time may be less.

Test Name	Code	Duration	Action
Agricultural Education Test I	040	150 minutes	Remove

[← Add Test\(s\)](#) [Schedule Test\(s\) →](#)

Step 10

Find a test center and schedule your test. Enter a ZIP Code or search by U.S. state or international location using the drop-down list. Click the appropriate **Search** button.

Schedule Tests | Score Recipients | Review | Payment | Order Complete

Search for a test center for the test indicated with an arrow below. If you are registering for more than one test, after you have completed choosing your test center, date, and time for the indicated test, you will be brought back to this screen to make your selection for the next test in the list. The duration time listed includes time for tutorials and directional screens that may be included in the test. Actual testing time may be less.

Schedule Agricultural Education Test I (040) Test

Tests	Code	Duration	Test Center	Test Date and Reporting Time	Price
→ Agricultural Education Test I	040	150 minutes			

Find a Test Center

- Search Test Centers

Enter the U.S. ZIP code where you would like to take the above test(s), or select a country (and state) to find test centers by location.

Find Test Centers Nearest to this U.S. ZIP Code

ZIP Code:

[Search](#)

Find Test Centers by Location

Country:

State/Territory:

[Search](#)

Step 11

Click the button next to the test center where you wish to schedule your test and click **Continue** at the bottom of the screen.

Select a Test Center

The following test centers offer your test(s). To select a test center, click the corresponding Select link, or modify your search above. Test center addresses are current as of this time. Please be aware that distances are approximate and test center locations are subject to change.

Search Results for 30080

Test Center	Location	Code	Distance
<input checked="" type="radio"/> Atlanta - Smyrna	SMYRNA, GA 30080	APCN-0024	1.97 miles
<input type="radio"/> Atlanta - Smyrna	SMYRNA, GA 30080	APCN-0026	1.97 miles
<input type="radio"/> Atlanta - Peachtree Dunwood Road	ATLANTA, GA 30328	APCN-0072	9.18 miles
<input type="radio"/> Atlanta - Peachtree Dunwood Road	ATLANTA, GA 30328	APCN-0073	9.18 miles
<input type="radio"/> Atlanta - Piedmont Avenue	ATLANTA, GA 30303	APCN-5340	10.48 miles
<input type="radio"/> Kennesaw State University	KENNESAW, GA 30144	STN15259A	12.64 miles
<input type="radio"/> Georgia Christian University	ATLANTA, GA 30360	STN15414A	13.97 miles
<input type="radio"/> Atlanta - Parklake Drive	ATLANTA, GA 30345	APCN-3008	14.57 miles
<input type="radio"/> Clayton State University	MORROW, GA 30260	STN10300B	22.09 miles
<input type="radio"/> Clayton State University	MORROW, GA 30260	STN10300A	22.09 miles

[← Change Tests](#) [Continue →](#)

Step 12

On the next screen, you will see the available test dates and times for that test center. Click on the day you wish to test using the calendar feature on the left-hand side of the page, and then select the test administration time you wish to attend on the right-hand side of the page. Click **Continue** to move on.

Schedule Tests Score Recipients Review Payment Order Complete

Schedule Agricultural Education Test I (040) Test

Search for a test center for the test indicated with an arrow below. If you are registering for more than one test, after you have completed choosing your test center, date, and time for the indicated test, you will be brought back to this screen to make your selection for the next test in the list. The duration time listed includes time for tutorials and directional screens that may be included in the test. Actual testing time may be less.

Tests	Code	Duration	Test Center	Test Date and Reporting Time	Price
<input checked="" type="checkbox"/> Agricultural Education Test I	040	150 minutes	2400 Lake Park Drive, SE SMYRNA, GA 30080		\$123.00

Choose a date to see available report times for (APCN-0024). The first month with available dates is shown. Select > to advance to later months.

October 2017

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Friday, October 6, 2017

Select your desired reporting time for this test.

Available Times:
<input type="radio"/> 08:00 AM
<input checked="" type="radio"/> 10:30 AM
<input type="radio"/> 12:00 PM
<input type="radio"/> 02:30 PM

You must arrive at the test center at least 30 minutes before the scheduled reporting time.

[← Change Center](#) [Continue →](#)

Step 13

Confirm your testing information by selecting the **Confirm and Continue** button.

Schedule Tests
Score Recipients
Review
Payment
Order Complete

Confirm Your Testing Information

You have requested seat(s) for the selected test(s). If the information is incorrect, click the appropriate "Edit" or "Remove" links.

You are not guaranteed a seat at your chosen test center(s) until you have completed the registration and payment process.

Test Name	Code	Duration:	Test Center	Test Date and Reporting Time	Price
Agricultural Education Test I	040	150 minutes	Atlanta - Smyrna SMYRNA, GA, 30080	Friday, October 6, 2017 10:30 AM	\$123.00
Remove This Test			Edit	Edit	

Confirm and Continue →

Step 14

Your scores are automatically sent to the GaPSC and the program provider that provided your approval to test (if applicable). You may add up to three additional score recipients as part of your test fee. The recipients you choose should be based on the selection you made as your Reason for Testing in your MyPSC account. See “Choosing Score Recipients” in the current *Registration Bulletin* for more detailed information.

Your Score Recipients

Your test scores will automatically be sent to the recipients listed at the bottom of this page.

- You may also need to add additional score recipients based on your reason for testing. Select your reason for testing below.
- To add additional score recipients, select "Add a Recipient." You may add up to three additional score recipients at no additional cost as part of your test fee. You can change your free recipients online until the day of the test.

Please select your reason for testing:

1. I am testing to satisfy the Program Admission assessment requirement. You must add the program you are enrolled in or seeking admission into as a score recipient.
2. I am enrolled in or have completed a Georgia-approved program and have obtained eligibility from my program provider to take a content assessment and/or the Program Exit level of the Georgia Educator Ethics or the Georgia Ethics for Educational Leadership assessment. **Note:** GaTAPP candidates should not ask for eligibility to take the Program Exit level of the Georgia Educator Ethics or the Georgia Ethics for Educational Leadership assessment. Your provider will grant eligibility at the appropriate time and you will receive an email with the information needed to register. Your scores will automatically be sent to the GaPSC and the program provider granting approval to test. You do not need to add them as a score recipient.
3. I am taking a content assessment to gain eligibility for employment and plan to complete a state-approved program such as GaTAPP, a certification-only program, or a Master's degree with a certification program embedded. You must add the program you are enrolled in or seeking admission into as a score recipient.
4. I am enrolled, or plan to enroll, in an out-of-state (non-Georgia) certification program, excluding Educational Leadership, and am taking a content assessment and/or the Program Entry or Program Exit level of the Georgia Educator Ethics or Georgia Ethics for Educational Leadership assessment to meet Georgia's certification assessment requirements. Your scores will automatically be sent to the GaPSC. You do not need to add them as a score recipient.
5. I am taking a content assessment to add a field to my valid teaching certificate or Certificate of Eligibility. Your scores will automatically be sent to the GaPSC. You do not need to add them as a score recipient.
6. I am testing because the GaPSC informed me of a required educator assessment, or my reason for testing is not covered by the reasons above. Your scores will automatically be sent to the GaPSC. You do not need to add them as a score recipient.
7. I am taking the Program Entry level of the Georgia Educator Ethics or the Georgia Ethics for Educational Leadership assessment (candidates enrolled in out-of-state programs need to select Reason 4). You must add the program you are seeking admission into as a score recipient. Your scores will automatically be sent to the GaPSC. You do not need to add them as a score recipient.

Your Score Report Copy

Your scores will be available to you on the score reporting date for that test. Scores are typically released between 2-6 p.m. ET. Scores are accessible for 50 calendar years from the score reporting date. It is recommended that you print or save a copy of your scores for your records.

Add a Score Recipient

Oct 6, 2017
Agricultural Education Test I (040)

Recipient Type	Score Recipient	Code	Additional Information	Action
Automatic Recipient	Georgia Professional Standards Commission 200 Piedmont Avenue Atlanta, GA 303349032	0000		
Program Provider Score Recipient	Code			
Kennesaw State University 1000 Chastain Road Kennesaw, GA 30144	5780			
Additional Score Recipients (Up to 3)				

Continue →

Step 15

At this point, you have the opportunity to order the Interactive Practice Test(s) for the test you will be taking. You can check the **Yes** box to order, or move on by selecting the **Continue** button.

Test Preparation

Would you like to purchase a GACE® Interactive Practice Test to help you prepare for your GACE assessment?™ In addition to the test preparation products listed below, you can also find GACE Study Companions and GACE Tests at a Glance available as free, downloadable PDFs in the [Test Preparation Resources](#) section of the GACE website.

[View System Requirements](#) for these products.

*E-commerce services are provided by Digital River, Inc., an Educational Testing Service Store e-commerce reseller. ETS has a no refund, no returns policy on priced test preparation materials.



GACE Agricultural Education Test I (040), Interactive Practice Test, 90-Day Subscription

Use this interactive practice test to prepare for the GACE® Agricultural Education Test I. This full-length practice test allows you to practice answering **one set** of test questions to simulate what you will experience on the actual day of the test. After you complete the practice test, you can see if you answered questions correctly or incorrectly and get explanations for the correct answers.

There is only one version available for this test title, **so each time you take the practice test, you answer the same questions in the same order.** Retaking or repurchasing the same practice test more than once does not give you different practice questions or change the order in which the questions are delivered.

Digital \$18.00

Yes, I want to purchase this product

Quantity

[← Change Score Recipients](#)
[Continue →](#)

Step 16

Review your order. Your test selection(s) and fees will be listed on the “Review Your Order” page. Confirm they are correct by clicking **Continue**.

Review Your Order

This page is not your admission ticket. You will receive a link to print your admission ticket after completing your registration.

- Check your **contact information**: Make sure your address, phone number, and email address are correct. If you need to make updates after completing your registration, go to your [MyPSC account](#).
- Check your **test information**: If you make changes after you submit your registration, you will be charged an additional fee. See [change/cancel](#) policies on the GACE website for details on fees and instructions on how to cancel a test registration.

Name	Address	Date of Birth	GA CERT ID:	Email Address	Action
william scott	660 Rosedale Road Princeton, NJ 08541 USA	February 12, 1980	1366444	wscott@ets.org	

Friday, October 6, 2017
[Cancel This Test](#)

Test Information	Detail	Code	Additional Information	Action	Price
Tests	Agricultural Education Test I Report Time 10:30 AM Duration: 150 minutes	040		Remove	\$123.00
Test Center	Atlanta - Smyrna 2400 Lake Park Drive, SE Suite 180 SMYRNA, GA, 30080	APCN-0024		Edit	
Test Date and Reporting Time	Friday, October 6, 2017			Edit	
Score Recipients	Georgia Professional Standards Commission 200 Piedmont Avenue Atlanta, GA, 303349032	0000	Automatic Score Recipient	Add	Free
Program Provider	Kennesaw State University 1000 Chastain Road Kennesaw, GA, 30144	5780			Free
Additional Fees					\$0.00
Tax:					\$0.00
Subtotal:					\$123.00

Product	Quantity	Action	Price
		Add Test Preparation	

Order Total

Type	Item	Price
Test Registration	Test Date October 6, 2017	\$123.00
	Additional Fees	\$0.00
	Tax:	\$0.00
	Test Registration Subtotal	\$123.00
Test Preparation	Test Prep Subtotal	\$0.00
Total For Order:		\$123.00

[← Cancel Entire Order](#)
[Continue →](#)

Step 17

Review the payment policies and click the check box acknowledging your agreement to the policies. After you select the checkbox, click **Checkout** to begin the payment process.

Review Payment Policies

WARNING: Clicking your browser's "Back" button on this screen may result in difficulties processing your order. If you are not ready to proceed to checkout, you may click the Review Your Order button on the bottom left of the screen OR go to My GACE Home and begin your order again.

Total for Order:

\$123.00

Select Payment Method

- Credit/Debit Card, PayPal, or E-Check
- Voucher [What is a voucher?](#)

Policies

SCORE RECIPIENTS: Your scores will be reported to you, to the GaPSC, and your program provider (if applicable). You may add up to three additional score recipients as part of your test fee at no extra cost.

CHANGE REQUESTS: You may change your test center, date, or reporting time up to **three calendar days** before the test date (not including the day of the test). A processing fee is charged for making changes. If you want to change your test, you must cancel the registration for the test you want to drop and register for the new one. See [change/cancel](#) policies on the GACE website for details on fees and instructions on how to change a test registration.

CANCELING YOUR REGISTRATION: Cancellations must be processed at least three calendar days before the test date or your fees will be forfeited. Cancellations processed at least **three calendar days** before the test date are eligible for a refund. See [change/cancel](#) policies on the GACE website for details on fees and instructions on how to cancel a test registration. The international test site fee is not refundable.

By checking the box below, you acknowledge that you understand and agree to all policies and procedures contained in the current *Registration Bulletin* and on the GACE website. These include the Rules of Test Participation and all policies and procedures regarding registration, fees, payment, test cancellation, test refunds, test administration, and score reporting.

I understand and agree to the policies above.

[Review Your Order](#) [Checkout](#)

Step 18

Select your form of payment — credit/debit card (American Express®, Discover®, JCB®, MasterCard®, VISA®), e-Check, or PayPal™ and click **Continue**.

Schedule Tests > Score Recipients > Test Preparation > Review > **Payment** > Order Complete

[Exit & Return to Order](#)

Payment Details								Contact/Shipping Information What Is This?		
Product	Qty	Price	City	County	District	State	Tax	Amount	First Name:	
			Tax	Tax	Tax	Tax			Last Name:	
Test	1	123.00	0.00	0.00	0.00	0.00	0.00	123.00	william	
Tax							0.00		scott	
Total Amount							123.00		Company:	
Currency							USD		Street Address 1:	660 Rosedale Road
									Street Address 2:	null
									Country:	US
									City:	Princeton
									State:	NJ
									Postal Code:	08541
									Phone Number:	
									Email Address:	

Payment Method

Pay with a Credit Card, or Debit Card with a Visa, Mastercard, American Express, Discover, or JCB card 

Have funds transferred directly from your bank account. **Note: Must be a US Bank.** 

Pay using PayPal [What is PayPal?](#) 

[Continue](#)

Step 19

Once you have completed your test registration order, you will be presented with a confirmation screen that includes the details of your registration.

The screenshot shows a navigation bar with five items: 'Schedule Tests', 'Score Recipients', 'Review', 'Payment', and 'Order Complete' (which is highlighted with a blue arrow). Below the navigation bar, the heading 'Your Order is Complete' is followed by a note: 'Note: Please review your admission ticket details by using the links below. If the name on the primary ID document(s) you present on the day of the test does not match the name printed on your admission ticket, you will not be permitted to test, and your test fees will be forfeited. If the name on your admission ticket does not match your primary ID document(s), you must update your name in your MyPSC account on the GaPSC website and then reprint your admission ticket.' Below this, it states 'Your Order is complete.' and provides instructions: 'You can now view or print your admission ticket. You should return to your testing account and view your admission ticket 24 hours before your test to confirm that there have been no changes to your reporting location or schedule. If there have been changes, you must print a new admission ticket.' Two links are provided: 'Ticket for Friday, October 6, 2017 Agricultural Education Test I (040)' and 'View your order details. Your order number is: 334043507'. A final note says: 'At any time between now and your test administration, you can print your ticket(s), view your order details, or perform other functions from your My GACE Home page.' At the bottom left, there is a blue button with a left-pointing arrow and the text 'Go to My GACE Home'.

Step 20

You will need to print an admission ticket for each test for which you are registered. You can print your admission ticket upon completing your order (see screen above) or you can come back to your GACE account and print it at any time before your test date. Your admission ticket will contain information about your reporting address and reporting time. If any of the information on your admission ticket is not accurate or if you have any questions about your test center assignment, call ETS GACE Customer Service at 1-855-225-7178.

The screenshot shows the 'My GACE Home' dashboard. At the top, it says 'My GACE Home' and 'Welcome william scott! (Georgia Certification ID#: 1366444)'. Below this, it provides instructions: 'Use the links below to check eligibility, register for a test, view your scores, and manage your ETS GACE testing account security. If you need to make updates to your personal information, go to your MyPSC account.' The dashboard is divided into several sections: 'Upcoming Tests' (with a box for 'Oct 6, 2017 Agricultural Education Test I (040)' and a link to 'Print Admission Ticket'), 'Scores' (with a link to 'View Test Scores'), 'Manage Profile' (with links to 'View Personal and Contact Information' and 'Change Password and/or Security Question'), 'Registrations and Orders' (with links to 'Check Eligibility', 'Register for a Test', 'View, Cancel or Change', 'Add Additional Score Recipients', and 'Pay Outstanding Balance'), 'Quick Links' (with links to 'Test Preparation Materials', 'Identification (ID) Requirements', and 'Test Centers and Dates'), and 'Test Takers with Disabilities or Health-Related Needs' (with links to 'Request Accommodations or Review Application Status' and 'My Accommodations').

Registering for the American Sign Language Proficiency Interview (ASLPI)

Step 1

You can only register for the American Sign Language Proficiency Interview (ASLPI) by phone. Call **1-855-225-7178**, Monday–Friday from 8 a.m. – 5 p.m. ET, excluding holidays.

Step 2

A Customer Service Representative will enter your registration and payment information into the system.

Step 3

Within two business days, you will be sent a confirmation letter, and you will be contacted by Gallaudet University to arrange a date and time for the interview.

Registering for the Georgia Ethics Assessments

To register for the Georgia Ethics assessments, you must follow the steps below and register online in the Georgia Ethics system. **Note:** This is not the same system used to register for other GACE assessments.

Step 1

Create or update your MyPSC account on the **GaPSC website** and enter your reason for testing. Visit the **Registration Steps** page of the GACE website for information on setting up your MyPSC account.

Step 2

The GaPSC sends your profile and eligibility information to ETS.

Step 3

ETS sends you an email with a link to the Georgia Ethics system at <https://gat.ethics.ets.org>. Before you access this system, you must follow the steps in the *Registration Bulletin* to gain eligibility to test. If you do not do this first, you will experience problems trying to register.

Step 4

Access the Georgia Ethics system, select Test Takers under Registration, create your account, and register and pay for the assessment. **Note:** Be sure the correct test code is displayed before proceeding with payment.

Registering for the Paraprofessional Assessment

The GACE Paraprofessional assessment is given at Prometric test centers, at home via remote proctor, participating school districts, most Regional Education Service Agencies (RESAs), and other agencies.

You do not have to pre-register with ETS to take the Paraprofessional assessment, you do not need a MyPSC account, and you do not need approval to test.

Prometric Test Center and At Home Testing: For registration information, visit the Prometric website at <https://www.prometric.com/gaceparaprofessional>

School District and RESA Test Centers: Contact the test site closest to you for information about registration. A list of test sites is available in the *Paraprofessional section* of the GACE website. Test sites have their own process for registration and some may charge an additional fee over the \$38 test fee.

Registering for the Teacher Leadership Assessment

Registration for the GACE Teacher Leadership assessment is a five-step process:

Step 1

Create or update your MyPSC account on the *GaPSC website*. Visit the *Registration Steps* page of the GACE website for information on setting up your MyPSC account.

Step 2

The GaPSC sends your profile and eligibility information to ETS.

Step 3

An ETS Customer Service Representative creates a testing account for you in the Teacher Leadership registration system and notifies you via email when it is complete. You will be emailed credentials for accessing the registration system.

Step 4

Access your testing account in the Teacher Leadership registration system and register for the assessment.

Step 5

Once you have completed your registration, you are provided with access to the Teacher Leadership submission system.

Note: The Teacher Leadership registration system is not the same system used to register for other GACE assessments. See the *Teacher Leadership section* of the GACE website for more information.