**Process for Remediation of Illinois State Licensure Exam Results**

**The current process for improving performance on the TAP and Content Area Test:**

In preparation for the first attempt of the test, candidates are notified and encouraged to use the following.

1. Candidates are provided a resource list for test preparations annually. The list is reviewed annually for updating current materials and adding new resources.
2. Candidates are provided with resource materials through the university library. New and updated materials are purchased annually.
3. Candidates are invited to participate in scheduled study sessions to review the content related material and practice test taking strategies.

The notifications are provided through electronic mail, professional education coursework, content area coursework, and advising.

If a candidate fails the TAP, content area test (sub-area or sub-areas), or the edTPA (task or whole), the candidate follows the procedures below.

1. Candidates are contacted individually to participate in a study session for each component of the exam based on necessity according to the analysis of the test scores. Study sessions are taught by content area faculty.
2. Should a candidate fail for the second time, the candidate is provided with individualized instruction in the content of the sub-area. The candidate is also counseled in relation to continuation in the program.

**Proposed changes for ensuring that all education candidates have the necessary content knowledge that leads to effective teaching:**

Candidates may pass the contest test overall and fail one or more sub-areas. The following procedures will be implemented for all candidates:

* If a candidate has a grade below C in a course when reviewing the transcript for program equivalency, the candidate will be required to retake that content area course at BU.
* All candidates test scores will be reviewed to determine any areas of deficiency. If deficiencies exist, the candidate will be either required to take a specified course or attend a study session or seminar related to the content of the subarea.
* If a candidate receives a score below 240, s/he is required to attend a study session or seminar related to the content of the subarea.

**Documentation:**

All meetings with candidates for licensure exam remediation (TAP, Content Area, edTPA) are to be documented using the appropriate content area documentation form, located on the “S” drive: S:\Academic Affairs\College of Education and Health Services\School of Education\Illinois Licensure Exams\Remediation