

Massachusetts Tests for Educator Licensure (MTEL)

Student Guide 2021-2022

Lesley University Certification and
Educator Licensure Office

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All current licensure and
MTEL information
is on our website:
lesley.edu/certification



Lesley
UNIVERSITY

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REQUIRED: Set up your electronic account (ELAR) at the Massachusetts Department of Elementary and Secondary Education (ESE) by going to: **gateway.edu.state.ma**

You will be assigned a unique ID number, or **MEPID** (Massachusetts Educator Personnel ID), that must be reported to Lesley.

ELAR (Educator Licensure and Renewal) is the state's online portal that enables you to complete licensure-related transactions: apply for or advance a license, renew a Professional license, check license/application status, upload documents and Official Transcripts, request a print copy of your license, view MTEL results, access your MEPID number (8 digits always beginning with "5").

Introduction

Welcome to Lesley University's student guide to the Massachusetts Tests for Educator Licensure (MTEL). The MTEL, although reported as a score, is a series of Pass/Fail tests designed to measure communication and literacy skills and subject matter knowledge in your licensure area. The results of your tests determine if you obtain educator licensure.

Lesley University prepares license candidates for these challenging tests but expects you to take responsibility by being diligent, preparing study schedules, and completing all requirements. We encourage you to think about ways to prepare, take, and pass these exams.

One effective strategy is to link the MTEL test objectives with the MA Curriculum Frameworks/Common Core and your coursework at Lesley. The content of MTEL test objectives will be updated based upon revised Curriculum Frameworks, which also inform Subject Matter Knowledge (SMK) of licensure areas.

If you have had accommodations for standardized tests in the past or suspect you may need accommodations, you can find more information on page 6. It is also possible to request extra time if you are an individual for whom English is not a Primary Language.

You can learn about successful strategies and useful resources from your peers and colleagues, from this booklet, and from the certification website. **lesley.edu/certification**.

A score of 240 or higher on a subtest or test is reported on your ELAR account (See back cover, #2) as a "Pass." All educators must pass all required tests only once. For MTEls passed prior to your arrival at Lesley, provide score reports to your academic advisor. A licensed teacher is not required to retake a previously passed MTEL, but must pass the required subject tests when pursuing an additional license.

Please Note:

Please note: DESE introduced two new options to satisfy the Communication and Literacy requirement in 2021-2022. ETS Praxis Core: Reading and Writing and the National Evaluation Series Essential Academic Skills (NES-EAS). You will find links to more information on these new options in the booklet and here.

<https://www.doe.mass.edu/news/news.aspx?id=26515>

Contact:

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cert_off@lesley.edu

Required MTEL Tests

Use your MEPID number to register for each MTEL. Each time you take an MTEL, designate Lesley University to receive your score, using our code, 30. All tests are offered only as computer-based tests and some tests are available at home through online proctoring. For current information on MTEL requirements please visit doe.mass.edu/mtel/testrequire.html. A number of MTELs are scheduled to be retired over the next year. For the most accurate timeline, please visit mtel.nesinc.com/PageView.aspx?f=GEN_Tests.html

Please note: In 2021-2022, DESE introduced two new options to satisfy the Communication and Literacy Skills (C&L) requirement, in addition to the C&L MTEL: ETS Praxis Core: Reading and Writing and the National Evaluation Series Essential Academic Skills (NES-EAS) are now available. To be eligible for licensure, you must meet the C&L requirements through one of the three options, as well as the specific test/s for your license area. Other options may be available. For more information, visit <https://www.doe.mass.edu/news/news.aspx?id=26515>.

Teacher Licenses	Level	Required Test(s)
Biology	Grades 8-12	Communication & Literacy Skills (01)* Biology (13) (66 Summer 2022)
Chemistry	Grades 8-12	Communication & Literacy Skills (01)* Chemistry (12) (67 Summer 2022)
Digital Literacy and Computer Science	Grades 5-12	Communication & Literacy Skills (01)* (71)
Early Childhood	PreK-2	Communication & Literacy Skills (01)* Foundations of Reading (190)** Early Childhood (02) (72 Summer 2022)
Earth and Space Science	Grades 8-12	Communication & Literacy Skills (01)* Earth and Space Science (14) (74 Summer 2022)
Elementary	Grades 1-6	Communication & Literacy Skills (01)* Foundations of Reading (190)* General Curriculum (03)* (78 Summer 2022)
English	Grades 5-12	Communication & Literacy Skills (01)* English 61
English as a Second Language	PreK-6, 5-12	Communication and Literacy Skills (01)* English as a Second Language (54)
General Science	Grades 5-8	Communication & Literacy Skills (01)* General Science (10) (64 Spring 2022)
History	Grades 5-12	Communication & Literacy Skills (01)* History (06) (73 Summer 2022)
Humanities	Grades 5-8	Communication & Literacy Skills (01)* Middle School Humanities (50) (76 Summer 2022) OR English (07) and History (06) (73 Summer 2022)
Mathematics	Grades 1-6	Communication & Literacy Skills (01)* Elementary Mathematics (53) (68 Spring 2022) OR Middle School Math (65) OR Mathematics (63)

Teacher Licenses	Level	Required Test(s)
	Grades 5-8	Communication & Literacy Skills (01)* Middle School Mathematics (65) OR Mathematics (63)
	Grades 8-12	Communication & Literacy Skills (01)* Mathematics (63)
Mathematics/Science	Grades 5-8	Communication & Literacy Skills (01)* Middle School Mathematics/Science (51) OR Middle School Mathematics (65) AND General Science (10) (64 Spring 2022) OR Biology (13) (66 Summer 2022), OR Chemistry (12) (67 Summer 2022), OR Earth Science (14) (Earth and Space Science 74 Summer 2022), OR Physics (11) (69 Spring 2022)
Moderate Disabilities	PreK-8	Communication & Literacy Skills (01)* Foundations of Reading (190)** General Curriculum (03)* (78 Summer 2022)
Moderate Disabilities	Grades 5-12	Communication & Literacy Skills (01)* Foundations of Reading* General Curriculum (03)* (78 Summer 2022) OR Subject Matter test in one of the core academic subjects
Physics	Grades 8-12	Communication & Literacy Skills (01)* Physics (11) (69 Spring 2022)
Severe Disabilities	All Grades	Communication & Literacy Skills (01)* General Curriculum (03)* (78 Summer 2022)
Visual Art	PreK-8, 5-12	Communication & Literacy Skills (01)* Visual Art (17)

Specialist Licenses	Level	Required Test(s)
Reading Specialist	All Levels	Communication & Literacy Skills (01)* Reading Specialist (08) (62 Early 2022)
Instructional Technology Specialist	All Levels	Communications & Literacy Skills (01)

Professional Support	Level	Required Test(s)
School Counselor	PreK-8, 5-12	Communication & Literacy Skills (01)*
School Adjustment Counselor	All Levels	Communication & Literacy Skills (01)*

* These MTELS have two subtests. Candidates may take one or both subtests at a given administration. A passing score on a higher-level Mathematics MTEL (68, 65 or 63) will meet the Math subtest requirement for General Curriculum, but is not recommended unless seeking Math license.

** Take a literacy course before attempting the Foundations of Reading MTEL. The Reading Specialist MTEL will meet this requirement but is not recommended.

Please note that this information is subject to change. For the most up to date MTEL test information, please visit: www.mtel.nesinc.com

Lesley University MTEL Test Policy

- > All applicants seeking admission to initial license programs at Lesley University are urged to take the Communication & Literacy Skills MTEL, Praxis Core (Communication and Literacy Praxis Test) or National Evaluation Series (Essential Academic Skills (NES-EAS) as soon as possible and other required MTELs according to guidance from their advisor.
- > Teacher candidates are required to take the Communication & Literacy Reading and Writing MTELs by the end of the first semester. Candidates must pass Communication and Literacy Reading and Writing MTELs or equivalent and have taken (though not necessarily passed) all remaining required MTEL exams prior to applying for Practicum.
- > Teacher candidates who have not passed all MTELs by the application deadline may be eligible to waive some MTEL requirements and proceed with Practicum depending on individual circumstances. Waiver considerations include academic progress, number of tests requirements remaining, performance on previous attempts, as well as plans to complete remaining MTEL requirements. Waiver requests will be reviewed by the Field Office in consultation with other offices.

Licensure Requirements

To become a licensed educator in Massachusetts, you must:

- > Set up ELAR account and provide MEPID to Lesley
- > Upload official undergraduate transcript through ELAR
- > Complete the approved program at Lesley University
- > Complete all state testing requirements
- > Apply for license and Sheltered English Immersion (SEI) endorsement for teachers via ELAR
- > Request a licensure endorsement from the Lesley University Educator License and Certification Office website: lesley.edu/certification

Planning for the MTEL

Advance planning is essential and consulting with your academic advisor is helpful. When it comes to licensure, it is best to work backwards. Things to consider.

- > How long is your program of study? When will you graduate?
- > Will you need test accommodations? If so, alternative testing requests require extra time and planning. (see page 6)
- > When do you plan to do your practicum?
- > How many MTELs are required for the license you seek?
- > Schedule an MTEL immediately after taking a related course and/or workshop.
- > Allow time to retake an MTEL if not successful (at least 45 days are required before you can take the same test again).
- > Many candidates find that taking only one subtest in each test administration enhances success.

The Tests

- > This is a test, not a success measure of your life or of your entire knowledge base.
- > Take the exam rested, nourished, and as free of stress as possible.
- > Be familiar with test-taking strategies.
- > You can view MTEL tests that you have passed and those you have attempted on your ELAR account. Districts can view tests you've passed but not attempts.
- > Keep a print copy of MTEL reports in a safe location and bring them to advising meetings. Designate Lesley (30) to receive your scores each time you register.
- > Keep your academic advisor informed of your plans.

Specific Suggestions

- > Go to <https://www.ets.org/praxis/ma> (Praxis), or <http://www.nestest.com/Home.aspx> (National Evaluations Series) and
 - Print the test objectives for each exam required for your license and link objectives to Lesley coursework and to the MA Curriculum Frameworks, doe.mass.edu/frameworks. Please note that test objectives will be updated based on revised Curriculum Frameworks, which also inform subject matter knowledge of license areas.
 - Print and take the practice MTEL(s)—attempt to replicate test conditions.
 - Review the Test Information Booklet for additional practice items and open-response scoring rubric.
 - Go through computer-based testing (CBT) directions/tutorial several times before taking exam.
- > Register for MTEL Workshops/Math Course and review MTEL Study Tips at lesley.edu/certification.
- > For General Curriculum (GC) MTEL, complete Lesley's online Math Diagnostic, EDIAG 5000. This is a required assignment in introductory courses for Elementary, Moderate, and Severe licensure programs. Take additional math workshops or courses as needed to prepare for Math MTEL.
- > For Foundations of Reading (FOR) MTEL, complete Lesley's online Phonics Diagnostic, EDIAG 5100, for which you'll be automatically registered when you register for a literacy course or the (FOR) MTEL workshop.
- > Make an appointment with your advisor to assist with MTEL scheduling.
- > Seek peer support. Study together with a plan and schedule to boost performance. Consult with other teachers for help.
- > Review content areas in student textbooks at, above, and below the grade level of your license.
- > Use individualized tutorial support for Communication and Literacy at the Center for Academic Achievement.
- > Take related MCAS/PARCC tests in the subject area(s) of your license at, above, and below the grade level of your license. Tests can be accessed at doe.mass.edu/mcas/testitems.html.

Test Preparation

Workshops and Math Course

Lesley University is committed to supporting candidates who must complete the state testing requirements. Lesley offers Teacher Test Preparation Workshops and a math general curriculum course.

Workshops are usually held in Fall and Spring and cover test taking strategies, content, practice questions, and resources for further study. We offer Communication & Literacy Reading, Communication & Literacy Writing, Foundations of Reading, online Phonics Diagnostic, Early Childhood, General Curriculum Multi-subject, Reading Specialist, English as a Second Language, Math General Curriculum, an online Math Diagnostic, and a 36 hour Math General Curriculum Course.

Visit lesley.edu/certification to:

- > View upcoming MTEL workshops and courses and information on how to register
- > Review study resources and suggestions for MTEL preparation

Tutoring

The Center for Academic Achievement offers free tutoring for Lesley University students who may need extra support in taking the Communication & Literacy MTEL. Lesley students have access to tutorial assistance in test-taking strategies and individual academic assistance. Visit lesley.edu/caa or call the Center for Academic Achievement at **617.349.8459**.

The Certification and Educator Licensure Office has a list of private tutors that students can hire for a fee. Please email cert_off@lesley.edu to request the names of private tutors for Communication and Literacy, General Curriculum, Early Childhood, Foundations of Reading, History, Math, Humanities, ESL, and Reading Specialist.

Disability Services and Additional Time for Individuals for whom English is not a Primary Language

If you have had or think you may need testing accommodations, contact the Disability Services Office (lesley.edu/disability-services) or **617.349.8324**. Specialists in learning disabilities, attention disorders, and spectrum disorders/Asperger Syndrome; or physical, sensory, or psychiatric disabilities can assist you. If you will be requesting accommodations (Alternative Testing Arrangements) for an MTEL, apply at the earliest application date, and include your diagnostic testing with your application. Review the information about requesting Alternative Testing Arrangements at mte.nesinc.com.

For questions, please call MTEL Customer Service at **866.565.4894** or **413.256.2892**.

MTEL Exam Registration

Register online for the MTEL at [mtel.nesinc.com](https://www.mtel.nesinc.com) <https://www.ets.org/praxis/ma> (Praxis) and include Lesley University (30) to receive test results each time you register. You are required to use your MEPID for each MTEL.

Computer-Based Testing

If you have concerns or comments about the test center or the conditions under which you took a test, please submit your comments in an email to Evaluation Systems of Pearson, the testing administrator, no later than seven days after your test session. Computer based testing is available year round, by appointment, Monday–Saturday (excluding some holidays).

Candidates schedule computer based test dates via the MTEL website. Tests are taken on a computer at a professional testing site; CBT locations, addresses, seat availability can be accessed at pearsonvue.com/mtel. Many MTELs Praxis Core and Essential Academic Skills (NES-EAS) are now available at home with Online Proctoring. You will need to ensure you have the right equipment, run a system test and adhere to all testing guidelines. Please find more information here: mtel.nesinc.com. Register early because slots fill quickly. There is a 45 day required wait time between attempts of the same MTEL.

For detailed information about test dates and registration, visit mtel.nesinc.com or contact Evaluation Systems/Pearson, **866.565.4894**.

If you need test accommodations or have been approved for accommodations, allow additional time to register and learn where the testing site is located.

If you are unsuccessful after two attempts at the same MTEL, contact your academic advisor or the certification officer as soon as possible.

MTEL Worksheet

This is to help you formulate a schedule, a preparation plan, and a progress update. It is in your best interest to plan early.

Candidate Profile

Name _____		MEPID# _____
License Pursuing _____	Year of Graduation _____	Advisor _____

Test Information

Test Date: _____ Test Name: _____

Preparation Plan: _____

Scores:

Communication & Literacy	Subject	Foundations of Reading
Reading _____	Writing _____	_____ (If applicable)

Test Date: _____ Test Name: _____

Preparation Plan: _____

Scores:

Communication & Literacy	Subject	Foundations of Reading
Reading _____	Writing _____	_____ (If applicable)

Final Passing Scores: (All MTELs must be passed prior to practicum)

Scores:

Communication & Literacy	Subject	Foundations of Reading
Reading _____	Writing _____	_____ (If applicable)

Licensure Application Checklist

Use this quick guide to make sure you have all of the information required to apply for educator licensure in Massachusetts. Remember to be accurate and consistent with personal information.

- ☐ Set up ELAR account immediately, and report your MEPID (Massachusetts Educator Personnel ID) to Lesley
 - ☐ Check MTEL Pass results on your account
 - ☐ Check licensure status on your account
- ☐ Name/Proof of Name Change (*if needed*)
- ☐ MEPID# (8 digits starting with "5")
- ☐ Graduate students upload Official Undergraduate Transcript to ELAR (preferred method), or mail a copy to DESE
- ☐ Baccalaureate (undergraduate), School Counselor, and School Adjustment Counselor license candidates must have earned their degree, Undergraduates can have their degrees verified by Lesley. School Counseling and Adjustment Counselors must upload their Official Lesley Transcript with the degree conferral.
- ☐ Pass Communication & Literacy Test
- ☐ Pass Subject Matter Test(s) (*if required for license you seek*)
- ☐ Pass Foundations of Reading Test (*if required for license you seek*)
- ☐ Complete all required coursework, including practicum/clinical, with all credits posted
- ☐ Request Endorsement from Lesley University at lesley.edu/certification

Reciprocity, Professional License, License Renewal, & Professional Development

Reciprocity: Licensure in Other States

Educator preparation programs at Lesley University fulfill the Massachusetts Department of Elementary and Secondary Education licensure requirements. Massachusetts is a member state of the National Association of State Directors of Teacher Education and Certification (NASDTEC) and a signatory of the NASDTEC Interstate Agreement, which facilitates the "acceptance" of educator licensure between member states (not necessarily immediate reciprocity). Therefore, a Massachusetts educator license is highly transferable. Depending on your professional goals, where you reside or plan to teach, and the licensure structures that exist within that state, there are diverse pathways to licensure that may be relevant and some may require additional coursework, required tests, assessments, and/or classroom experiences. Individuals who intend to pursue educator licensure outside of Massachusetts are strongly encouraged to request guidance from state departments of education or licensing boards to determine any additional requirements for attaining equivalent licensure in that state.

Professional License/Professional Development/License Renewal

Lesley University offers state-approved professional license programs and professional development courses, seminars, institutes, workshops, and other activities that fulfill Massachusetts license renewal requirements. Professional development is available in a wide range of formats: on weekends, weekdays, and evenings; on-campus and at school sites across the nation and online. Visit our website for details.

Useful Resources

1. Lesley University Certification and Educator Licensure Office (MTEL workshops and study tips; Endorsed Transcript Request, license renewal, and more) lesley.edu/certification
2. ELAR Account: gateway.edu.state.ma
3. MTEL Program
 - > Test Objectives, Test Dates, Practice Tests, Registration, Faculty Guide, Test Information Booklets: mtnet.nesinc.com Includes National Evaluation Series - Essential Academic Skills (NES-EAS)
 - > MTEL FAQs, MTEL Notices from ESE, Test Preparation info: doe.mass.edu/mtel/
4. New Options for Communication and Literacy: <https://www.ets.org/praxis/> and <https://www.ets.org/praxis/>
5. Massachusetts Department of Elementary and Secondary Education (MA ESE)
 - > 75 Pleasant St, Malden, MA 02148-5023: doe.mass.edu
 - > Licensure Requirements Tool: doe.mass.edu/licensurehelp
 - > Licensure Call Center — 781.338.6600, Monday-Friday, 9am-Noon and 2pm-5pm
24-hour Automated Line
 - > Walk-in Welcome Center Service Counter — Monday-Friday, 8:45am-4:45pm;
1st floor
 - > 603CMR7.00 Regulations for Educator Licensure & Preparation Program
Approval: doe.mass.edu/lawsregs/
6. Massachusetts Learning Standards: doe.mass.edu/frameworks
7. Lesley University Library (Sherrill Library) MTEL Resources: research.lesley.edu/MTEL
8. Lesley's Center for Academic Achievement: lesley.edu/caa
9. Disability Services: lesley.edu/disability-services
10. Career Resource Center: lesley.edu/crc
11. Candidate Assessment of Performance: doe.mass.edu/edprep/cap
12. Rethinking Equity and Teaching for English Language Learners (RETELL): doe.mass.edu/retell - information about the Sheltered English Immersion (SEI) Endorsement required for core academic teachers
13. Foreign Degree and Credit Equivalency (Transcript Evaluation Services) doe.mass.edu/licensure/academic-prek12/teacher/foreign-degree-and-credit-equivalency.html

