



Deputy Commissioner  
Office of Higher Education  
Room 977, Education Building Annex  
Albany, New York 12234

Tel: (518) 486-3633  
Fax: (518) 486-2254  
E-mail: john.dagati@nysed.gov

December 31, 2014

**To:** Deans/Directors/Certification Officers/edTPA Coordinators of Institutions of Higher Education Offering Teacher Preparation Programs

**From:** John L. D'Agati 

**Subject:** Certification Assessment Assistance Fund (CAAF)

This is a reminder of the availability of certification exam vouchers under the federally funded Certification Assessment Assistance Fund (CAAF), which cover the cost of retaking previously failed new and redeveloped certification exams for candidates who meet certain eligibility criteria. On December 1, 2014, all educator preparation programs were notified by the Department of their CAAF funding allocation, which must be used no later than June 30, 2015 due to federal funding restrictions. Because of the funding restrictions, programs should encourage their candidates to take the eligible certification exams, as may be required, as soon as possible to preserve exam voucher eligibility should candidates need to retake any of the eligible certification exams.

**Eligible certification exams include:**

- **edTPA (Tasks 1, 2, 3, 4, or the full assessment);**
- **ALST;**
- **EAS;**
- **Any New or Redeveloped CST, including the Multi-Subject CST (Parts 1, 2, 3, or the full exam); and**
- **SBL.**

Recent graduates may also be eligible for an exam voucher under the CAAF. For example, if a graduate of your program must retake one of the new and redeveloped certification exams, including the ALST and/or EAS, he/she may qualify for an exam voucher. As provided in greater detail in the December 1<sup>st</sup> memorandum, in order to be eligible for an exam voucher, a candidate must: (i) be Pell eligible, or a graduate student who would otherwise be eligible for financial assistance; (ii) have a minimum of a 3.0 cumulative GPA on a 4.0 scale; (iii) have previously submitted a scorable version of the certification exam for which an exam voucher is requested, and failed to achieve an acceptable passing score; and (iv) be recommended for an exam voucher by both his/her supervising teacher, and his/her program.

Additionally, candidates who have taken and failed to pass the edTPA, who now intend to use the edTPA Safety Net, may apply for a voucher to cover the cost of the ATS-W. Candidates required to retake one of the certification exams which has not yet been redeveloped may also qualify for an exam voucher under the New York State Teacher Certification Exam Fee Voucher Program.

Certification candidates may find more information about the voucher programs, and their potential eligibility for the voucher programs, on the Department's web site at <http://www.highered.nysed.gov/NYSAssessVoucherPrg.html>.

If you have any questions about the voucher programs, please contact Jessie Westfall at (518) 402-5180, or via email ([jessie.westfall@nysed.gov](mailto:jessie.westfall@nysed.gov)).