edTPA Submission Requirements

Before beginning to create your edTPA assessment submission, you must review these Submission Requirements to ensure that:

- your edTPA materials will meet the technical specifications for artifacts required

  and

- you have provided all the evidence necessary for your full portfolio to be scored.

All portfolios that are successfully submitted in the Pearson ePortfolio system will go to a scorer for scoring. A fully scorable portfolio is one that can be reviewed by a scorer and have scores assigned to every rubric. If your submission does not meet the Submission Requirements, a condition code may be applied during the scoring process instead of a numerical score for one or more rubrics.

Effective 10/22/2015: Condition codes will be shown on your score profile and if two or more condition codes appear in a single task, the task and whole portfolio totals will not appear on the score report – instead the task and portfolio will be reported as "Incomplete."

If your complete submission or portions thereof cannot be scored due to failure to meet Submission Requirements, no refund will be issued and no portion of your assessment fee can be applied to the cost of any future edTPA registration or associated services. If you receive two or more condition codes within the same task, the task score and total portfolio score are reported to the state and your Educator Preparation Provider as "incomplete" and you must retake those tasks. Consult your state's passing standards to determine the impact of condition codes and an "incomplete" passing status and requirements for resubmission or retake of edTPA. Be very careful to review these Submission Requirements and condition codes to submit a fully scorable portfolio.

In addition to these specific Submission Requirements, you must also review and comply with all other requirements for your content area contained in the edTPA Assessment Handbook as well as candidate registration, assessment, and score reporting policies posted on the current edTPA.com website.

Note that any material that is intended to be part of your edTPA submission must be uploaded or transferred to the Pearson ePortfolio system prior to the submission of your portfolio. Scorers will not be able to access hyperlinks to documents or webpages (e.g., lesson plans) contained in your submitted artifacts and documents. Hyperlinks are acceptable as references in your citations, but will not be used by scorers to reference information outside of your submission.

Submission Requirements and Condition Codes

In order for your edTPA submission to be scored, it must meet these Submission Requirements. If your submission does not meet these requirements and your submission or portions of your submission are deemed unscorable or a task is "incomplete," your score profile will specify one of the following "Condition Codes," indicating the requirement(s) you have not met. Where applicable, examples of reasons why a particular condition code may be assigned are provided as an illustration for candidates. Please note, however, that these are examples only and not a complete list of reasons.

- **Condition Code A: Rubrics for Planning Task are Unscorable.** Your edTPA portfolio documents your planning, instruction and assessment within a learning segment designed to meet the learning needs of your students.

  Condition Code A may be assigned to Rubrics 1–5 for the following reasons:

  - o Fewer than three lesson plans are submitted, or
  - o for candidates teaching within a large block of 3–5 hours, the lesson plans cover less than 3 hours of instruction.

  Planning Task rubrics could also be unscorable for any of the reasons indicated in Condition Codes D through H. You should review all of your uploaded or transferred materials prior to submission, particularly those related to planning rubrics, to ensure that your edTPA submission meets all requirements for scoring.

- **Condition Code B: Video technical issues.** Any required video components of your submission must conform to technical specifications (e.g., format, file type), and be viewable by scorers. After uploading or transferring your video, you must review it in the Pearson ePortfolio system prior to submitting your assessment, even if the video file was playable prior to upload or transfer. You are responsible for ensuring that your submitted video meets the technical specifications and can be viewed by scorers by confirming successful playback prior to submission.

  Condition Code B will be assigned if your video cannot be played at all or if it is of insufficient technical quality to view.

- **Condition Code C: Audio technical issues.** The audio for required video components must be intelligible to scorers. Review your video(s) prior to submission for potential background noise or poor audio quality that would interfere with a scorer's ability to hear you and your students. Please note that some environments (e.g., auditorium, gymnasium, pool) are less conducive to audio recording, and make any appropriate adjustments when recording your video to ensure adequate audio quality.

  Condition Code C will be assigned if your video contains no audio or if the audio associated with your video is of insufficient technical quality to review.

- **Condition Code D: Insufficient or excessive information to score.** Your materials must provide sufficient evidence so that scorers can evaluate your performance according to the edTPA rubrics.

  Condition Code D may be assigned for the following reasons:

  - No response to the commentary prompt(s) provided or response is unrelated to edTPA tasks

  - The total time of your video clip(s) submitted for Task 2 is less than three minutes

  - The response to the commentary prompt was not within the allowable page limits (i.e., substantive response to the commentary prompt appeared after the maximum page limit for the document)

- **Condition Code E: Incorrect or missing, blank, or otherwise inaccessible file.** Each file must be uploaded or transferred to the appropriate designated location in the Pearson ePortfolio system. Blank files cannot be scored. All required documents must be legible, including handwriting in student work samples as well as candidate-typed responses. You must submit all materials required for your content area. You must review your uploaded or transferred materials prior to submission to ensure that you are submitting the correct, unique file(s) for each Part.

  Condition Code E may be assigned for the following reasons:

  - The incorrect file was uploaded to the designated location.

  - The file was blank, containing no text or graphics, or the video clip or audio file contained no content.

  - The file could not be opened for technical reasons (e.g., file extension does not match file type).

  - Documents are illegible (e.g., handwriting not legible, images are blurry, reduced in size, or otherwise cannot be read).

  - No referenced artifact submitted (e.g., Evidence of Feedback is referenced or described in the Commentary, but not submitted).

  - Hyperlinks to external documents are provided in lieu of the actual documents.

- **Condition Code F: Video is edited.** Submitted video clips must be continuous and unedited, with no interruption in events (e.g., you may not edit a video clip to remove "quiet time" when students are working independently, edit out physical transitions, or edit out disruptive behavior). Condition Code F may also be assigned if your face cannot be seen or your face has been blurred.

  See your edTPA handbook for modifications that may be allowed under some conditions (e.g., captioning if certain portions of a file are inaudible).

  You must review your uploaded or transferred video clip(s) prior to submission to ensure that they meet the video requirements described

in the handbook.

- **Condition Code G: Materials unrelated to Handbook or fail to conform to Handbook instructions.** The submitted materials must correspond to the edTPA content area for which you have registered. Materials related to a content area for which you have not registered cannot be scored. Materials completely unrelated to edTPA cannot be scored.

  Condition Code G may be assigned for the following reasons:

  o The learning objectives are not in the registered content area.

  o The submission corresponds to a different content area than the area for which you registered (e.g., you registered for the Physical Education edTPA assessment, but all submitted materials are related to a Health Education content area).

  o Artifacts are unrelated to the learning segment focus.

  o The number of students does not meet the minimum group size as specified in the Handbook.

  o The learning segment assessment is not completed by the whole class (or group within the class) as directed in the Handbook.

  o The student work samples are different for one or more focus students than described for the whole class.
  Exception: Differences in assessment are permitted if the assessments address the same central focus but are adapted to be more appropriate for the focus student(s) needs. (not applicable to Special Education and only applicable to the common assessment for Early Childhood)

- **Condition Code H: English translation requirement not met.** If a portion of your submission (written or verbal) is not in English, the required translation/transcript must be included. Translations are not required for the following content areas:

  o a "World Language" or "Classical Language" field/specialty area

  o Elementary Education–Spanish

  o Elementary Literacy–Spanish

  o Elementary Mathematics–Spanish

  o Special Education using American Sign Language (ASL) in a Deaf & Hearing Impaired setting.

  o English as an Additional Language (EAL) permits some use of languages other than English by candidates. See the handbook for the extent to which translations are required.

If you are unable to resolve a technical issue observed when you review your uploaded or transferred materials, contact Customer Support for assistance prior to submission.