



NBPTS Processing Center
11827 Tech Com Way, Suite 200
San Antonio, Texas 78233
(800) 22TEACHSM phone • (888) 811-3514 fax
www.nbpts.org

John Charles Candidate
112 Tutorial Circle
Fair Oaks, TX 78015

January 27, 2009

Candidate ID: 02345678

Congratulations! You have met all candidate eligibility requirements and are now authorized to schedule your assessment center appointment. Before scheduling your appointment, it is important that you review the enclosed Authorization to Test.

Your Authorization to Test (ATT)

You will need your ATT to schedule your assessment center appointment online* or by telephone. Verify that the information below, found in the top section of your ATT, is correct:

- * Your name** and candidate ID number
- * Your declared certificate area, and your declared specialty area (if applicable)

*WLOE candidates and candidates approved for testing accommodations must schedule their appointments by telephone.

**The name on your ATT must match the name shown on the photo ID you will present at your assessment center appointment. (See Assessment Center Policy and Guidelines at www.nbpts.org for complete identification requirements.)

If there are discrepancies between the name on your ATT and the name on your photo ID, or if any information on your ATT is incorrect, contact the NBPTS Processing Center immediately at 1-800-22TEACH.

Assessment Center Information

Before scheduling your appointment, it is important to review the assessment center information online:

- * Go to the NBPTS Web site at www.nbpts.org,
- * select "For Candidates," and
- * review the "Assessment Center" page.

On the "Assessment Center" page you will find links to pages containing:

- * instructions on scheduling your assessment center appointment,
- * contact information for candidates with questions,
- * policies and guidelines governing the assessment center,
- * descriptions of the exercises administered for your certificate area, and
- * other important details about the assessment center component of the National Board Certification process.

It is important to review the assessment center information before scheduling your appointment. After you have made your appointment, you will receive a confirmation email or letter that will verify the date and time of the appointment and provide directions to the assessment center. Review the confirmation to make sure the information is correct and keep it for your records.

What's New?

The following changes will make it easier for you to schedule, prepare for, and complete your assessment center exercises in 2009:

- Pearson VUE will administer assessment center exercises at computer-based assessment centers called Pearson Professional Centers (PPCs). Assessment center exercises for all certificate areas (including Music and World Languages Other than English, which previously required testing at a supplemental site) will be administered at PPCs.
- You can schedule, cancel, and reschedule assessment center appointments online* at the Pearson VUE Web site or by telephone through the Pearson VUE Call Center.
- In addition, on the Pearson VUE Web site at www.pearsonvue.com/nbpts you can:
 - * access the *Step-By-Step Online Scheduling Guide*,
 - * take an online tour of a Pearson Professional Center, and
 - * access a hands-on tool to prepare for the assessment center experience.

*WLOE candidates and candidates approved for testing accommodations must schedule their appointments by telephone.

For more information on these online features, refer to the Pearson VUE Web site at www.pearsonvue.com/NBPTS. Complete information about assessment center policies can be found in the Assessment Center Policy and Guidelines, available on the NBPTS Web site at www.nbpts.org.

Candidate ID Bar Code Labels

If you are a candidate in one of the certificate areas listed below, you must bring the candidate ID bar code labels (provided in this mailing) to your assessment center appointment. If you are a candidate in a certificate area **not** listed below, note that there are no bar code labels in this mailing, and ID bar code labels are not required at your appointment.

- * Early and Middle Childhood/Art
- * Early Adolescence through Young Adulthood/Art
- * Early Adolescence/Mathematics
- * Adolescence and Young Adulthood/Mathematics
- * Early and Middle Childhood/Music
- * Early Adolescence through Young Adulthood/Music
- * Early Adolescence/Science
- * Adolescence and Young Adulthood/Science
- * Early Adolescence through Young Adulthood/World Languages Other than English

The assessment center administrator will direct you when it is time to attach the ID bar code labels to any materials you hand in as part of the testing session. Note that the ID bar code labels enclosed in this mailing are **not interchangeable** with the ID bar code labels you received in your box of portfolio materials.

Art Product Materials

A packet of materials with instructions on creating an art product is enclosed for EMC/Art and EAYA/Art candidates completing Exercise 1: Personal Art-Making Processes. You must take your completed art product and the candidate ID bar code labels provided in this mailing with you to your assessment center appointment.

To report any of the materials referenced in this letter as missing or damaged (e.g., ID barcode labels or art product materials), please contact the NBPTS Processing Center at 1-800-22TEACH.



AUTHORIZATION TO TEST

Candidate Name: John Charles Candidate

Candidate ID: 02345678

Certificate Area: 19 EAYA/PE

Specialty Area: None

Testing Window: January 05, 2009 - June 15, 2009

ONLY THE FOLLOWING MATERIALS ARE PERMITTED IN THE ASSESSMENT CENTER TESTING ROOM:

- * Photo identification
- * Art product in a plastic bag (EMC/Art and EAYA/Art candidates only)
- * Candidate ID bar code labels received with your ATT (EMC/Art, EAYA/Art, EA/Mathematics, AYA/Mathematics, EMC/Music, EAYA/Music, EA/Science, AYA/Science, and EAYA/World Languages Other than English candidates only)
- * Response booklet (provided at the assessment center for Mathematics, Music, Science, and WLOE candidates only)
- * Number 2 pencil (provided at the assessment center for Mathematics, Music, Science, and WLOE candidates only)
- * Erasable noteboard and pen (provided at the assessment center)
- * Minor comfort aids, such as those described in the Request for Testing Accommodations Form and Instructions
- * Online scientific calculator (provided at the assessment center to candidates in certain certificate areas). No other calculators are permitted in the assessment center.

ABSOLUTELY NO MATERIALS OTHER THAN THOSE LISTED ARE PERMITTED IN THE ASSESSMENT CENTER.

Please refer to the NBPTS Web site (www.nbpts.org) for all information regarding your assessment center appointment, including instructions for scheduling your appointment, assessment center policies, and rules for requesting testing accommodations. To schedule your appointment, please refer to the Pearson VUE Web site at www.pearsonvue.com/NBPTS.

REMINDER: Plan to arrive 30 minutes before your scheduled appointment time.