



THE OREGON MULTIPLE MEASURES CONTENT KNOWLEDGE GUIDANCE DOCUMENT FOR PRE-SERVICE EDUCATORS JUNE 2024

Commonly used acronyms:

Council for the Accreditation of Educator Preparation (CAEP)

Educator Preparation Provider (EPP)

Grade Point Average (GPA)

Multiple Measures (MMs)

Teacher Standards and Practices Commission (TSPC)

Rationale

- Utilizing multiple measures in assessment is a strengths-based approach that will allow candidates to demonstrate the knowledge and skills required to be effective in the classroom.
- Utilizing multiple measures as an assessment policy supports efforts to diversify the teaching profession and helps provide all students with the teachers they need to learn and be successful.
- A multiple measures approach models for teacher candidates an approach to assessment that will be applicable in their practice.

Options for Demonstrating Content Knowledge

All candidates recommended for licensure¹ will need to complete one of the following five options in demonstrating their content knowledge preparation for the classroom:

1) **Option one: subject matter test (per current policy)**

- Requirement: Take and pass the TSPC-approved content test based on the established cut score.
- Documentation: Candidate submits passing score to TSPC; EPP notates successful completion on Program Completion Report (PCR).

2) **Option two: program completion (per current policy)**

- Requirement: Candidate completes TSPC approved program at EPP (available only for those endorsements for which there is no TSPC-approved test or in addition to any required test).
- Documentation: EPP notates satisfactory completion of program on PCR.

3) **Option three: undergraduate or graduate degree in the endorsement area**

- Requirement: Candidate completes an undergraduate or graduate degree from an accredited higher education institution² (or the equivalent, thereof, as determined by the Executive Director or Director of Licensure)³ in a major approved by TSPC⁴ as consistent with the content requirements of the endorsement area (as specified in TSPC rules⁵). Except where noted, in addition to degree

¹ EPPs may determine the applicability of multiple measures options, including prior to matriculation (as part of the admissions process) or after candidate completion only for programs into which the candidate matriculated. The candidate is not required to attempt the Commission adopted content exam in the endorsement area sought prior to utilizing any multiple measures option, except where noted. However, an EPP may choose to require the exam for purposes of admissions, advising, or program completion.

² One of the recognized [nationally accredited bodies](#).

³ Requests can be made via email to the TSPC Director of Educator Preparation and Pathways or authorized designee ().

⁴ Approved majors are those for which the title of the major matches the title of the endorsement or license name and the content of the degree aligns with the Oregon state standards, as provided in OAR Division 220 and/or 420, or as specified in Appendix One of the Oregon Multiple Measures Content Knowledge Guidance Document for Pre-service Educators. If the title of the major does not match the endorsement or license name or is not specified in Appendix One, contact the TSPC Director of Educator Preparation and Pathways or authorized designee for guidance.

⁵ See OAR Division 220 and/or 420.



requirements, all candidates must satisfactorily⁶ complete a minimum of 30 semester hours (45 quarter hours) in specific coursework⁷ areas as shown in Appendix One.

- Documentation: Candidate submits official transcript(s) to TSPC; EPP verifies completion of appropriate degree/content/credit hour/GPA requirements and notates on PCR. For major equivalency, EPP submits recommendation to TSPC for approval. Coursework may be completed at any time prior to EPP recommendation for licensure.

4) Option four: subject matter test with supplemental data

- Requirement: Candidate scores 70 points or greater on the TSPC-approved content preparation matrix (Appendix Two). The matrix includes individual scores on the TSPC- approved content subject matter test, GPA in non-remedial level courses consistent with the endorsement area,⁸ and data from a TSPC-approved EPP assessment of content knowledge demonstrated in the clinical experience.⁹ The candidate must attempt the TSPC-approved test before they are eligible to use this option.
- Documentation: EPP verifies score on TSPC-approved test, GPA in content courses consistent with the endorsement,¹⁰ and data from at least five applications of the EPP’s clinical assessment instrument, approved by TSPC as a rigorous assessment of content knowledge. Results are notated on PCR.¹¹
 - The EPP clinical assessment instrument must be approved by the Executive Director¹² prior to its utilization for demonstration of subject matter competency. The Executive Director will evaluate the assessment for content and construct validity as it relates to demonstration of subject matter knowledge within the endorsement area, and the EPP will be required to demonstrate the reliability of the assessment.¹³ The Executive Director may utilize an industry specific validity and reliability tool, such as the CAEP Evaluation Framework for EPP-Created Assessments, in making this determination. Proprietary instruments utilized by the

⁶ Only courses with a C letter grade or higher will be considered under option 3 unless the candidate has an overall GPA of 2.75 or higher in the required coursework; methods or education foundations courses are allowed to be included in the GPA computation, however, do not include remedial coursework. For those seeking to meet the letter grade requirement, courses graded in a Pass/No Pass format or similar may be considered when the candidate has received a course grade of “P” or the equivalent or better, and the EPP can verify that the “P” formatted grade is equivalent to a “C” letter grade or better.

⁷ This includes courses that would be acceptable in the major, offered by the college or university, for the requested endorsement area. Examples:

Math:

- Math prefix courses (non-remedial);
- Other courses, such as Physics, Engineering, etc., only if those courses would be counted by the institution for the math major. If the institution does not have a major in the area review the candidate’s undergraduate institution for the appropriate major. If there is no such major at that institution, compare the course against one of Oregon’s public institutions for their major to see if the course would be accepted.

Spanish:

- Spanish prefix courses.

⁸ To determine which courses to include as within the major, refer to the specific endorsement area(s) listed in Appendix One, which provides a summary of the endorsement areas’ specific course competencies. These summaries are consistent with course competencies included in rule. Single-subject content area course competencies are provided in Division 220 in the section that details how to add the competency to an existing Preliminary Teaching License. Program-required area course competencies are provided in Division 420. Examples: Integrated Science = [OAR 584-220-0110 \(3\)\(a\)\(B\)](#) and Art = [OAR 584-220-0310 \(3\)-\(4\)](#).

⁹ Contact the TSPC Executive Director if questions remain after reviewing Appendix Two.

¹⁰ The EPP must review official score reports for TSPC-approved tests and transcripts for the GPA. This information must be retained as part of the candidate’s record.

¹¹ This occurs through a verification statement on the Program Completion Report. TSPC may audit EPP records or evidence that are used to demonstrate competency within this multiple measure’s framework at any time.

¹² All proposed assessments must be submitted to the TSPC Executive Director, regardless of their inclusion within the program review process. Requests for instrument approval or assistance may be sent to the TSPC Executive Director ().

¹³ To demonstrate reliability, EPPs must provide the TSPC Executive Director () with a complete training plan that describes how all those who use the multiple measures clinical assessment tool will be trained and how they will calibrate inter-rater reliability. Note: Once conducted, these efforts would likely not be required more than every other year.



EPP for this purpose will be similarly evaluated. The decision of the Executive Director whether to approve the instrument will be final.

5) Option five: holistic assessment of experiential record

In order to satisfy content knowledge requirements utilizing the Holistic Assessment, the candidate must demonstrate a breadth of knowledge within the content standards within each theme of each domain of the endorsement. (See the [Holistic Assessment Option Framework](#))¹⁴ Sufficiency of knowledge within each standard is determined as follows:

1. The candidate is not required to attempt the Commission adopted content exam in the endorsement area sought prior to utilizing this Holistic Assessment option. However, an EPP may choose to require the exam for purposes of admissions, advising, or program completion.
2. The candidate may demonstrate knowledge in each subject domain area through a combination of coursework, verified work experience relevant to the endorsement, P-20 teaching experience, alternative academic learning, and/or cultural practice.¹⁵
3. The candidate must demonstrate a breadth of knowledge across subject area domains within the endorsement standards; the Oregon State Standards should be used to guide this process.
4. The candidate must demonstrate coursework credit equivalency as described in the endorsement area of Appendix One of the MMs Content Knowledge Guidance Document. See the [Holistic Assessment Option Framework](#) table for more information about how to document.
5. Any coursework, experiences, or cultural practice utilized in this assessment must be directly related to the standards, as determined, and verified by members of the EPP established Content Knowledge Evaluation Team (ET), which includes the following:
 - Coursework or alternative academic learning experiences: University faculty within the applicable endorsement area;
 - Work experience or cultural practice: EPP program lead (or designated committee/assessment team), in consultation with subject area experts¹⁶;
 - Teaching experience: Fully licensed school/district level administrator or teacher with at least three year's full-time experience in public education (in the endorsement area, if a teacher).
6. The candidate must use the [Holistic Assessment Option Experience Form \(MMCK-5\)](#) to document their holistic experience as it applies to the endorsement area they are seeking (see Appendix Three). This form must be supported by proof (e.g., artifacts and documentation) of experience as described below.

¹⁴ When an EPP wishes to utilize this option, they are to contact Director of Educator Preparation and Pathways or authorized designee, who will, in consultation with the Director of Licensure, or the TSPC-approved designee support the EPP in piloting the initial use of the tool for the endorsement area.

¹⁵ Cultural practice is defined as lived experiences within the community which, by tradition, heritage, social norm, or community involvement, provide a candidate with applied knowledge related to the endorsement field at such a level that demonstrates a working understanding of the particular content standard(s) assessed. Candidates may not solely use coursework to utilize CK Option 5. As described in the Holistic Assessment Option Framework, they must use two or more alternative measures to demonstrate content knowledge expertise across subject area domains. For coursework areas, do not include remedial coursework or courses where the candidate has received a D or F grade. Courses where the candidate received a C- letter grade should include additional rationale from the candidate and supporting documentation through an alternative measure to show that the candidate has gained expertise in the subject in addition to taking the coursework.

¹⁶ Subject matter experts include individuals with direct work or community leadership experience within the applicable content or endorsement area, as applicable to the type of experiences the candidate is presenting to meet the standards. For example: If the candidate is using work experience to meet the standard, the candidate's supervisor from that work experience would be appropriate. Cultural practice example: A tribal elder who is recognized within the community with extensive historical, vocational, or cultural experience relevant to the content or endorsement area. The EPP program lead verifies the sufficiency of the experience of work supervisors or subject area experts.



7. Sample forms of proof could include:

- Transcripts;
- [Letter](#) from supervisor or elder, as appropriate, for work, teaching, internship, related camp experience, or cultural knowledge;
- Certificate of completion from community course/online course; or other type of PDUs;
- Portfolio artifacts demonstrating knowledge;
- Essay describing their experience;
- Oral presentation of experience to the review/assessment team.

8. Documentation:

- Candidate collects artifacts and/or documentation relevant to the standards within the endorsement area, as defined above.
- The candidate, with support of the EPP, creates a portfolio of documentation and evidence demonstrating a breadth of knowledge within the endorsement area standards within each theme of each domain.¹⁷
- The candidate completes the [Holistic Assessment Option Framework](#) sections of the form and notates the portfolio item(s) applied to the standards within the appropriate cell of the matrix/table.¹⁸
- The candidate provides the documentation and artifacts to the appropriate Evaluation Team member.¹⁹
- The Evaluation Team member verifies the experience or suggests other documentation or experiences needed in each of the standards within the endorsement area.
- Upon satisfaction of the required content knowledge verified by each team member, each team member signs the [Holistic Assessment Option Experience Report Form \(MMCK-5\)](#), attesting the candidate has satisfied the content knowledge requirements of the standards for which the team member has evaluated documentation and artifacts.
- Once approved by all Evaluation Team members, the EPP documents satisfaction of content knowledge requirements on the Program Completion Report (PCR) through the MMs process and provides the PCR to TSPC.
- The EPP maintains a copy of the signed [Holistic Assessment Option Experience Report Form \(MMCK-5\)](#) and the portfolio (e.g., documentation and evidence) supporting the signed form. The Holistic Assessment Option Experience Report Form (MMCK-5) and portfolio may be viewed by TSPC at TSPC's request and may be included within unit/program audits.

9. The Holistic Assessment of content knowledge recognizes that unique experiences of educators may positively contribute to K-12 student learning. To determine the appropriateness of the adopted assessment, the Commission will collect data on educator effectiveness. Therefore, any candidate utilizing the Holistic Assessment of content knowledge for licensure purposes shall authorize TSPC and the EPP from which the candidates completed teacher preparation to request and receive data on their performance and effectiveness on K-12 student learning for a period of no more than three years from their teaching assignment(s) subsequent to licensure. The candidate will assist TSPC and the EPP in obtaining the requested documentation from their employer.²⁰

¹⁷ See the Holistic Assessment Option Framework for the appropriate domains, themes, standards, and requirements to be addressed.

¹⁸ Portfolio items (artifacts) are to be numbered and the numbers referenced in the appropriate cell of the [Holistic Assessment Option Experience Report Form](#).

¹⁹ Portfolio items (artifacts) of coursework or alternative academic learning are to be reviewed by the university faculty member; work experience or cultural practice items are reviewed by the EPP program lead, in consultation with the subject area expert(s); teaching experience is reviewed by the appropriate licensed school educator. Multiple measures assessments should be evaluated internally prior to a program completion report being submitted. If there was variation from the requirements in the framework or the appendix, the EPP shall seek prior approval.

²⁰ This provision is suspended until such time as the SLDS (Statewide Longitudinal Data System) has been activated.



Reporting

EPPs will include in their annual reports an analysis of the means by which their completers fulfill the requirements for demonstrating content knowledge. This analysis will include the instrument(s) used in the clinical field experience to assess content knowledge preparation. Per TSPC rule, EPPs must have all documentation of subject matter competency available for TSPC audit at any time.

Multiple Measures Guidance

The Executive Director may approve changes to this guidance document and the processes contained within, including but not limited to supporting documentation requirements and expanding options, as appropriate to uphold the intent of reducing barriers to licensure while maintaining the rigor of program requirements. The Executive Director will inform the Commission of any significant changes as appropriate.

Waiver

These options do not preclude or replace the current waiver authority of the Executive Director provided by OAR 584-200-0100:

- (1) The Executive Director may waive, in part or in whole, the requirements for teaching, administrative and personnel service licenses if the applicant provides evidence of academic skills, experience and knowledge demonstrating mastery of the Commission- adopted standards for the license.
- (2) The Executive Director reports waivers to the Commission which monitors the Executive Director's use of this waiver authority. OAR 584-200-0100(1) (c)



APPENDIX ONE: UNDERGRADUATE/GRADUATE DEGREE IN ENDORSEMENT AREA

Single-subject Area Endorsement

Endorsement area	Undergraduate/graduate major or degree	Transcript must include course(s) content in the area(s) noted (= number of courses required) ²¹
Art	Any studio art degree (painting, drawing, sculpture, ceramics, etc.)	Studio art (3) Foundations of art (1) Historical/cultural context of art (1) Aesthetics/art criticism (1)
Agriculture	Any agriculture, environmental economics/policy, or science-based degree	Leadership development (1) Agricultural trades and mechanics (1) Animal sciences (2) Soils (1) Crops and horticulture (2) Applied economics (1)
Biology	Biology Environmental Studies/Science Or any other degree in the biological sciences (e.g. Biochemistry, Bioengineering, Genetics, Molecular Biology, Marine Biology)	Ecology and environment (2) Genetics and evolution (2) Nature of science (1) Biochemistry and cell biology (1) Biological unity and diversity (1)
Business	Business (Administration/Management/Leadership)	Student supervision/occupational guidance /career development (1)
Marketing	Marketing	Workforce diversity & inclusivity/culturally responsive practices/ethnic studies (1)
	Other qualifying business-related majors. Including but not limited to: Accounting Advertising Consumer Psychology Finance/economics Human Resources Logistics/supply chain Management information systems	<i>Required for both business endorsements when using other qualifying majors:</i> Communications/management/organizational behavior (1) Accounting (1) Business law/business ethics (1) Finance/economics (1) Student supervision/occupational guidance /career development (1) Workforce diversity & inclusivity/culturally responsive practices/ethnic studies (1) <i>Business continued next page</i>

²¹The number in parentheses refers to courses, not credits. A course is generally defined as at least 3 semester or 4 quarter hours; however, when a candidate does not meet the course number requirements as specified, they can satisfy this requirement by meeting the semester hour or quarter hour minimums as defined in the table below.

Number of courses required	Semester Hour Minimums	Quarter Hour Minimums
1	3	4
2	5	8
3	8	12
4	10	16

In addition to the specific courses required herein, candidates must complete other courses in the endorsement area as needed to total 30 semester or 45 quarter hours. Courses which are used to meet the minimum course/credit hour requirement must be required as part of the major and must not be at the remedial level.



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Endorsement area	Undergraduate/graduate major or degree	Transcript must include course(s) content in the area(s) noted (= number of courses required) ²¹	
	<i>Other qualifying business-related majors (continued).</i>	Generalist: Business technology/data analytics/information systems (1)	Marketing: Marketing mgmt./marketing strategies (1)
Chemistry	Chemistry Or any other degree in the chemical sciences (e.g., Chemical Engineering, Biochemistry)	Chemical reactions/energy/bonding (3) Matter and atomic structure (1) Stoichiometry and solutions (1) Nature of science (1)	
English Language Arts	English (including area/period studies) Comparative Literature Creative writing Linguistics Journalism Humanities	Analysis/interpretation of literature (3) Composition/writing (2) Literacy/language conventions (1)	
Health	Public/Community Health Kinesiology	Health promotion/risk reduction (2) Health advocacy/literacy (2) Health over the lifespan (1)	
Integrated Science	Biology Chemistry Physics Integrated Physical Science, Life Science Earth Science (e.g. Marine Science ²² , Geology, Meteorology, Astronomy)	Physical science (2) Life science (2) Earth/space science (2) Nature of science (1)	
Mathematics	Mathematics Mathematics and Computer Science Statistics	Patterns, algebra, and functions (2) Mathematical processes/number sense (1) Measurement and geometry (1) Trigonometry and calculus (1) Statistics/probability/ discrete mathematics (1)	
Music	Music (studio, composition, theory) Music Education	Music methodology and performance (3) Aural analysis skills (1) Music theory and composition (1) Music history and culture (1)	
Physical Education	Kinesiology Physical Education	Growth and motor development (2) The physical education program (2) Movement activities (1)	
Physics	Physics Astronomy Engineering	Modern physics (3) Mechanics (1) Electricity and magnetism (1) Nature of science (1)	
Social Studies /Social Sciences²³	History Ethnic Studies Political Science/Government Geography <i>Social Studies continued next page</i>	n/a	

²² This may also be referred to as Oceanography.

²³ Those who qualify without additional coursework as described in the social science area above must hold the specified degree aligning with Oregon’s 2021 Social Science standards; *coursework for all other candidates* must align with the Oregon 2021 Social Science standards to be eligible for MMs usage. Ethnic Studies degrees and degrees from more broadly related fields as defined by Oregon House Bill (HB) 2845 and (HB) 2023 may be substituted to satisfy this area’s social science degree requirements. *Additional recommendations:* TSPC recommends that each candidate have at least one content course and one content pedagogy course aligned with the following course titles/content to support candidates with teaching the Oregon 2021 Social Science standards and history topics from multiple and critical perspectives: Race/Ethnic Studies & US History; US History & the Struggle for Civil Rights; Teaching about Civil Right History in the US. Contact the Director of Programs, for more guidance.



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Endorsement area	Undergraduate/graduate major or degree	Transcript must include course(s) content in the area(s) noted (= number of courses required) ²¹
	<p><i>Social Studies (continued)</i></p> <p><i>Social Science</i> degrees- when transcript shows degree coursework aligns with breadth of Oregon’s Social Science standards.</p>	
	<p>Other general Social Studies degrees, including: Anthropology Psychology Sociology Economics/Finance</p>	<p>History/Shared History (3) Ethnic Studies (1) Geography/cultures (2) Gov’t, economics, political science (2)</p> <p>Note: Ethnic Studies coursework, including coursework from more broadly related fields as defined by Oregon House Bill (HB) 2845, may be substituted to satisfy the social studies coursework requirements listed above when courses with the ethnic studies prefix (or closely related field) address the content of comparable college-level courses in one of the social studies subject prefixes listed above.</p>
<p>World Languages</p>	<p>Degree in specific language²⁴</p>	<p>n/a</p>

²⁴ Candidates completing a 4-year degree from a university where the instruction was in the partner language will satisfy this requirement.



Elementary Endorsement

Endorsement area	Undergraduate/graduate major or degree
Elementary/ Multiple Subjects	<p>An undergraduate degree in any academic content area, with the following course content areas reflected on the candidate’s transcript:</p> <ul style="list-style-type: none"> • Humanities/language arts (4 courses required) • Social sciences* (2 courses required) Beginning academic year 2023-24, at least one of these courses must be in ethnic studies or a course that covers similar content or content pedagogy as described below. • Mathematics (3 courses required)²⁵ – (recommend Math 211, 212, 213, or content equivalency) • Science (3 courses required) • Art, health, fitness (2 courses required) <p>*Additional Social Studies Recommendations: TSPC recommends that each candidate have at least one content course and one content pedagogy course aligned with the following course titles/content to support candidates with teaching the Oregon 2021 Social Science standards and history topics from multiple and critical perspectives:</p> <p>Content: Race/Ethnic Studies & US History; US History & the Struggle for Civil Rights</p> <p>Content Pedagogy: Teaching about Civil Right History in the US</p>

²⁵ For elementary endorsement candidates: Up to one content pedagogy class, specifically designed to address how math content should be taught to elementary students, may be used to satisfy part of this requirement.



APPENDIX TWO: COMMISSION APPROVED SUBJECT MATTER TEST EXAMINATION WITH SUPPLEMENTAL DATA

Note: Candidates must complete the test to use this option.

Using this method, candidates must receive a combined total of 70 out of 100 possible points, utilizing the following matrix:

Commission Approved Subject Matter Test (40 points maximum)²⁶

Points are provided for the highest single total test score received by the candidate as follows:

- 40 points: 80-99% of passing score
- 30 points: 70-80% of passing score
- 20 points: 60-70% of passing score

Grade Point Average in Content Area Courses (30 points maximum)

Candidates will be awarded points for their GPA in undergraduate or graduate level courses taken within the content area/subject of the sought endorsement as follows:

- 30 points: content GPA 3.3-4.0
- 20 points: content GPA 2.75-3.2
- 10 points: content GPA 2.50-2.74

Candidates are required to have a minimum of 20 semester hours or 30 quarter hours of non-remedial level coursework to calculate these points. In evaluating the number of units attempted and the GPA of this coursework, the candidate's entire post-secondary academic record shall be considered.²⁷ This may include courses taken after matriculation in the teacher education program and after the candidate's attempt(s) on the Commission approved subject matter examination. Note: content pedagogy courses are not included in this calculation.

Content Knowledge Demonstrated through Clinical Experiences (30 points maximum)

Candidates will be scored on their demonstration of content knowledge based on the key assessment(s) used by the EPP for this purpose. At least *five iterations* of the assessment must be included in the documentation:

- Two iterations of the assessment must be completed by the cooperating teacher
- Two iterations of the assessment must be completed by an EPP supervisor and/or EPP faculty member.
- The fifth iteration of the assessment may be completed by a cooperating teacher, an EPP supervisor, an EPP faculty member, or some collaborative combination thereof.

To determine the candidate's number of points in this section of Option 4, only the scores from the following iterations of the assessment will be used:

1. The highest rated iteration completed by a cooperating teacher.
2. The highest rated iteration completed by an EPP supervisor and/or EPP faculty member.

Across these two iterations, the candidate earns points as follows:

- 30 points: candidate scores at (or above) the acceptable or sufficient level of proficiency in at least 90% of the rubric elements related to content preparation.
- 20 points: candidate scores at the acceptable level in at least 80% of the rubric elements related to content preparation.
- 10 points: candidate scores at the acceptable level in at least 70% of the rubric elements related to content preparation.

²⁶ This is a provisional exam score calculation. The Executive Director will continue to study the impact of this factor and report any changes to the matrix as appropriate to the Commission.

²⁷ The GPA calculation shall include all courses in the candidate's academic record (except remedial level courses) for each of the competencies within the endorsement. The calculation would not include just the highest grades received to meet the minimum number of courses, but must include the grades of all courses within the competency area.



APPENDIX THREE: HOLISTIC ASSESSMENT OPTION FORMS

Holistic Assessment Option Experience Report Form (MMCK-5)

NOTE: The form shown here is provided as an example. Please visit the TSPC website for a copy of the actual form.

This form is to be used when a candidate has substantial content knowledge expertise in an endorsement area and wants to demonstrate competency through a combination of alternative measures, including:

- coursework
- alternative academic learning
- teaching experience;
- work experience; and/or
- cultural practice.

This form is to be filled out by the teacher candidate with the support of their education preparation provider or a TSPC-approved authorized designee. Documentation must be provided to support this form, including but not limited to transcripts, verified work experience, or other TSPC-approved portfolio items or artifacts (see back of form for more details).

NOTICE: To determine the appropriateness of the adopted assessment, the Commission will collect data on educator effectiveness. Therefore, any candidate utilizing the Holistic Assessment of content knowledge for licensure or endorsement purposes shall authorize TSPC and the EPP from which the candidates completed teacher preparation to request and receive data on their performance and effectiveness on K-12 student learning for a period of no more than three years from their teaching assignment(s) subsequent to licensure. The candidate will assist TSPC and the EPP in obtaining the requested documentation from their employer.

Please type or print in ink.

TSPC Number:		Date of Birth:		
		Month	Day	Year optional
Candidate's Name (print):	First	Middle	Last	Other/Maiden
Anticipated Program Completion Date:	Term		Year	
Educator Preparation Program (institution):				
Advisor/Counselor's Name:				
Advisor/Counselor's Email:				

To satisfy content knowledge requirements utilizing the Holistic Assessment Option, the candidate must demonstrate competency within a majority of the standards within each domain of the standards.²⁸ Any coursework,

²⁸ ODE Academic Content Standards - what Oregon students are expected to know and be able to do in the content areas.



experiences, or cultural practice utilized in this assessment must be directly related to the standard, as determined and verified by members of the EPP established Content Knowledge Evaluation Team (or by a TSPC-approved designee).

ENDORSEMENT:

Directions:

The candidate completes MMCK-5 Form with support from the educator preparation program team or their designee as follows:

1. Identify the standard domains within the content standards for the endorsement application for which the candidate is applying and enter each domain's title separately in the space provided below (e.g., Standard Domain # _____). (Note: Tables may be added or deleted depending on the number of domains within the standards).
2. Within each table, list the coursework, alternative academic learning, teaching, work, or cultural practice experience that aligns with the content standards in each standard domain you have identified. Please note the following:
 - a. In providing descriptions of experience/duties, a typical bulleted resume format is acceptable as long as description aligns with standards being addressed. The form must be completed in full for experience to be evaluated; additional artifacts or documentation are required.
 - b. A supervisor/manager or elder with direct knowledge of this experience must complete the required items and the College of Education Dean or their TSPC-approved designee must sign off on the form for credit equivalency to be considered (see the form at the following hyperlink: [Holistic Work and/or Cultural Practice Experience Form Letter](#)).
 - c. The candidate is responsible for collecting transcripts, artifacts and/or documentation relevant to each of the standards within the endorsement area and will create a portfolio of documentation and evidence demonstrating competency within the endorsement area standards for each domain. All documentation must be saved.
 - d. The Evaluation Team (ET), or their designee, will review and verify the experience, and may recommend additional documentation or experiences needed in order to demonstrate a breadth of knowledge as defined in the MMs guiding documents.
 - e. Upon satisfaction by the ET team, each team member signs the form, attesting that the candidate has satisfied the content knowledge requirements for the endorsement. Once approved, the ET team (or the TSPC-approved designee) will document satisfactory completion of content knowledge requirements on the Program Completion Report (PCR) through the multiple measure process and provide the PCR to TSPC.
 - f. The EPP and the Teaching Candidate should each maintain a copy of the teaching candidate's portfolio items including all signed forms. The portfolio and all forms associated with using this Holistic option may be reviewed by TSPC at TSPC's request and may be included within program/unit review audits.



Standard Domain # ____ (list title of domain): _____ (copy and paste additional Holistic Assessment Option Framework Table(s) as needed to cover all domains within content standards; please only use one domain per table)

Holistic Assessment Option Framework Table.

What type of holistic assessment option equivalency are you seeking for this experience? (Check all that apply and enter business/organization information as appropriate):	Experience details ²⁹	Aligned content standards (for endorsement subject area domain)	Where did you gain this experience/complete this coursework? Enter the Name of the business, organization, institution, or school in the cell provided below as appropriate.	Documentation (number) What documentation will you be providing to support this area, and what reference number has been assigned to this artifact Example: Resume (Artifact #1)	Average number of hours per week (AHW) and number of weeks in position (W) ³⁰	Total credit equivalency ³¹
Coursework ³²					n/a- transcript required to support this area	
<input type="checkbox"/> Alternative Academic Learning					# PDUs x .0334 S/ .05 Q or (AHWs *.0278) * W	
<input type="checkbox"/> Teaching Experience					# PDUs x .0334 S/ .05 Q or (AHWs *.0278) * W	
<input type="checkbox"/> Work Experience (non-teaching)					# PDUs x .0334 S/ .05 Q or (AHWs *.0278) * W	
<input type="checkbox"/> Cultural Practice					# PDUs x .0334 S/ .05 Q or (AHWs *.0278) * W	

Total credit equivalency for this domain³³: _____

domain # ____ of ____

²⁹ In providing descriptions of experience/duties, a typical bulleted resume format is acceptable as long as description aligns with standards being addressed. The form must be completed in full for experience to be evaluated; additional documentation is required to support this application, see the Documentation section of this form.

³⁰ Credit equivalency can be determined by using the [Holistic Assessment Work Experience Credit Formula](#), except where transcripts or PDU calculations would be more appropriate. When a candidate's experience cannot be evaluated through such means, they may use a portfolio (e.g., artifacts assembled into a portfolio of evidence) to petition for full credit equivalency in a domain area; the maximum number of credits for each portfolio may not exceed the credit hour requirements designated in Appendix One for the endorsement domain area for which the candidate is seeking credit equivalency. [Each domain area requires its own portfolio](#) when the candidate isn't able to provide other proof.

³¹ work/other experience equivalencies shall be calculated using the credit hour equivalency formula: (AHWs *.0278)* W = Quarter Unit (QU) competency unit equivalency, where AHWs is the average hours weekly and W is the number of weeks in position.

³² Candidates may not solely use coursework to utilize CK Option 5. As described in the Holistic Assessment Option Framework, they must use two or more alternative measures to demonstrate content knowledge expertise across domains. For coursework areas, do not include remedial coursework or courses where the candidate has received a D or F grade. Courses where the candidate received a C- letter grade should include additional rationale from the candidate and supporting documentation through an alternative measure to show that the candidate has gained expertise in the subject in addition to taking the coursework.

³³ Total credit equivalency should match the OAR for the endorsement area and be distributed across domains to demonstrate a breadth of knowledge. Where the OAR does not define unit requirements, contact the Director of Programing for additional guidance.



Oregon Teacher Standards and Practices Commission

Total credit hours/equivalent across all domains _____ /30 SU or 45 QU required

Teacher Candidate Verification: (TO BE COMPLETED BY TEACHER CANDIDATE)

By signing below, I agree that all of the information on this form/letter is accurate and true to the best of my knowledge and authorize the Oregon Teacher Standards and Practices Commission or their designated agents or representatives to conduct a comprehensive review of the details provided on this form/letter and any portion of my portfolio for accuracy and auditing purposes for a period of no more than three years after my license has been issued. Also, I understand that my EPP and TSPC may ask for additional documentation or clarification before a determination may be made and that I am required to keep a signed copy of this form to submit with my portfolio evidence.

Teacher Candidate’s signature;

Date: _____

Director of Teacher Education and Evaluation Team Verification: (TO BE COMPLETED BY THE DEAN and ET MEMBERS OR THEIR DESIGNEE)

The candidate has demonstrated a breadth³⁴ of knowledge through coursework and alternative experience(s) addressing each domain of the endorsement as reflected in the ODE Academic Content Standards - what Oregon students are expected to know and be able to do in the content areas. Therefore, the ET members listed below, attest that the teaching candidate listed above has satisfactorily met the content knowledge requirements for the endorsement listed above and has submitted a complete portfolio of this experience, which the college will maintain in the candidate’s file for future auditing purposes. The college will submit the Program Completion Report (PCR) through the Multiple Measures process and provide the PCR to TSPC.:

Institution: _____

Title: _____	Title: _____	Title: _____
Staff Member’s Name _____	Staff Member’s Name _____	Staff Member’s Name _____
Signature: _____	Signature: _____	Signature: _____

³⁴ The candidate must demonstrate a breath of experience within each domain of the endorsement.



Holistic Work and/or Cultural Practice Experience Form Letter

NOTE: The form shown here is provided as an example. Please visit the TSPC website for a copy of the actual form.

Dear Oregon Teacher Standards and Practices Commission,

I believe that my teaching, work, and/or cultural practice experience are equivalent to college coursework that would typically cover subject matter aligned with the (enter content standard subject) standards required for the (enter endorsement) endorsement and request that my Education Preparation Provider and the Oregon Teacher Standards and Practices Commission (TSPC) consider this experience as meeting some of content knowledge requirements in this area.

<i>TSPC Number:</i>		<i>Date of Birth:</i>		
		<i>Month</i>	<i>Day</i>	<i>Year optional</i>
<i>Candidate's Name (print):</i>	<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Other/Maiden</i>
<i>Anticipated Program Completion Date:</i>	<i>Term</i>		<i>Year</i>	
<i>Educator Preparation Program (institution):</i>				
<i>Advisor/Counselor's Name:</i>				
<i>Advisor/Counselor's Email:</i>				

Directions:

- Complete a separate **Holistic Work and/or Cultural Practice Experience Form Letter** for each business/organization/institution/school/affiliation.
 - List alternative teaching, work, or cultural practice experience and applicable content standards in the space provided on the form below.
 - A supervisor/manager or elder with direct knowledge of this experience must complete the required items and provide a signature for credit equivalency to be considered.
 - In providing descriptions of experience/duties, a typical bulleted resume format is acceptable as long as description aligns with standards being addressed. The form must be completed in full for experience to be completed, additional artifacts.
 - Do not list coursework from accredited universities/colleges on this form. Coursework from such institutions does not require this form when official transcripts show that the candidate has met the coursework requirement.



Holistic Work and/or Cultural Practice Experience Form Letter

Complete a separate Holistic Work and/or Cultural Practice Experience Form for each business/organization/institution/school/affiliation; make copies as needed

<i>Candidate Name:</i>	
<i>Endorsement:</i>	

Standard Domain #_____ (e.g., for social studies there are currently four domain areas: 1) historical knowledge, 2) geography, 3) political science, 4) economics).

Equivalency Information:

What type of holistic assessment option equivalency are you seeking for this experience? (Check only one):

- _____ Teaching Experience
- _____ Work Experience (non-teaching)
- _____ Cultural Practice

List the experience you want evaluated for equivalency, including dates, and the content standards that apply to this experience in the Experience Table shown below.

Experience Table.

Experience details	Aligned standards (provide a copy of the standards to the individual signing off on your form)	Start/end dates (month/yr through month/year)	Average number of hours per week

Business/Organization/Institution/School Information:

Name of Business/Organization/Institution/School: _____

Address: _____

Phone number: () _____

Website address (if applicable): _____

Contact/Supervisor Name: _____



The following Verification Table is to be completed by a supervisor, manager, or elder with direct knowledge of the experience listed in the Experience Table shown above except when the candidate can provide a transcript or certificate showing PDU/alternative learning coursework completion, or when a portfolio or other artifacts/documentation, including essays and presentations, would be more appropriate to demonstrate knowledge (see TSPC-approved documentation for more information):

Verification Table. (To be completed by Supervisor/Manager/Elder ONLY)

WORK, or CULTURAL PRACTICE EXPERIENCE VERIFICATION

Supervisor/Manager/Elder Information:

Supervisor/Manager/Elder (Print Full Name): _____

Title of your position: _____

Email address: _____

Phone number: () _____

By signing below, I verify that _____ satisfactorily completed the work/experience as detailed in the table above and that the experience aligns with the content standards that I was given to review.

Signed: _____ Date: _____

Comments:

Check this box if obtaining verification from a supervisor, manager, or elder was not appropriate for the experience listed on this form, and then explain what will be provided to verify this experience and attach any supporting documentation.

Explanation:



Teacher Candidate Verification: (TO BE COMPLETED BY TEACHER CANDIDATE)

Please type or print in ink.

TSPC Number: _____		Date of Birth: ____ / ____ / ____	
		month / day / (year is optional)	
Candidate's Name: _____			
First	Middle	Last	Other/Maiden

By signing below, I agree that all of the information on this form/letter is accurate and true to the best of my knowledge and authorize the Oregon Teacher Standards and Practices Commission or their designated agents or representatives to conduct a comprehensive review of the details provided on this form/letter for accuracy and auditing purposes, including but not limited to obtaining information from the Supervisor/Manager/Elder and the Business/Organization/Institution/School listed on this form for a period of no more than three years after my license has been issued. Also, I understand that my EPP and TSPC may ask for additional documentation or clarification before a determination may be made and that I am required to keep a signed copy of this form to submit with my portfolio evidence.

Teacher Candidate's signature;

Date: _____

Educator Program Provider Verification: (TO BE COMPLETED BY DEAN OF TEACHER EDUCATION OR DESIGNEE)

Please type or print in ink.

Dean's or Designee's Name: _____
Email: _____
Phone: _____

I verify that I have reviewed the candidates documentation and verify that experience meets equivalency requirements as defined in the Oregon Multiple Measures Content Knowledge Options Guidance Document; therefore the candidate can apply the following credit on the [Holistic Assessment Option Experience Report \(MMCK-5\) Form](#) as described below.

		Credit Hour Equivalency*		
Content Domain (enter title below)	Aligned standards	Teaching Experience	Verified Work Experience	Cultural Practice

*work/other experience equivalencies: each week of full time or close to full time experience (e.g., 36 hours per week) is equal to one unit credit. Credit may be calculated using the following formula: (AHWs *.0278) * W = Quarter Unit (QU) competency unit equivalency, where the average work hours per week = AHWs and the number of weeks working in position = W.



Holistic Assessment Option Work Experience Credit Formulas

Credit for alternative experience and cultural practice experience will be made based on the formula³⁵ provided below.

36 clock hours = 1 unit of credit (quarter)
 $1.0/36 = 0.0278$

AHW (average hours weekly)
W (number of weeks in position)³⁶

Formula:
 $(AHWs * .0278) * W = \text{Quarter Unit (QU) competency unit equivalency}$

Examples as follows:

Teaching Candidate #1 has 6 months of experience working as the youth educator for an after-school program history program. They worked on average 10 hours a week. They are currently attending an EPP on a semester system.

$(10 * .0278) * 26 = 4.67$ semester (or 7 quarter) units equivalency

Teaching Candidate #2 has 2 years of experience working as a teacher on an emergency credential teaching history and economics. The 2 years when factoring for academic years equal 18 months of full-time work. They are currently attending a quarter system.

$(40 * .0278) * 78 = 58$ semester (or 87 quarter) units equivalency

These 87 quarter units can be broken down further by the subject matter. Teacher Candidate #2 taught history 50% of the time and economics the other 50% of the time.

$87/2 = 43.5$ quarter units equivalency for each subject area.

³⁵ The formula aligns with the typical co-op and internship hour equivalencies for seat time.

³⁶ Month to weeks conversion formula: Months (Ms) * 4.348125 = Weeks (W)