

CAMBRIDGE COLLEGE

MTEL GENERAL INFORMATION GUIDE



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MTEL GENERAL INFORMATION GUIDE

Welcome to all Cambridge College Students who are enrolled in a licensure program. We encourage all licensure students to take the Communication and Literacy MTEL prior to the first professional seminar or by the end of the first seminar for the purpose of matriculation. This information is to assist Cambridge College students to as a guide to the Massachusetts Tests for Educator Licensure (MTEL). The MTEs are reported as a score in which is a series of Pass/Fail tests designed to measure readiness for licensure.

MTEL is the educator equivalent to the student MCAS (Massachusetts Comprehensive Achievement System) that many of you may have taken and will proctor or administer when you become a teacher, administrator, specialist, or support staff.

Cambridge College encourage candidates to take the MTEL tests very seriously, as the results of will determine if you obtain educator licensure in your specific field. *Students must pass the Communication and Literacy tests prior to being matriculated into the specific licensure program.* Cambridge College prepares students for these highly challenging tests but expects that students take responsibility by being diligent, preparing study schedules, and completing all requirements. In addition, we provide a series of workshops to our students during the year to assist with strategies and practice for taking the tests. We encourage all students to take advantage of these workshops.

The workshops are to assist students who also need to think about the ways to prepare, take, and pass these exams. There is information on the DESE website under the MTEL tab. One effective strategy for success is to link the MTEL test objectives with the MA Curriculum Frameworks/Common Core Standards and your coursework at Cambridge College.

What tests are required MTELS for licensure?

DESE has now given many of the MTELS on the computer at the various Pearson sites. As of September, 2012 the following tests are only offered on computer:

- Communication and Literacy
- Foundations of Reading
- General Curriculum(including the math sub-test)
- Early Childhood
- History
- English

For more information you may log onto www.doe.mass.edu/mtel/testrequire.html

Teacher License	Level	Required Tests
Biology	5-8, 8-12	Communication and Literacy Biology
Early Childhood	PreK-2	Communication and Literacy Early Childhood + Foundations of Reading (Reading (08) will also meet this requirement.)
Elementary	1-6	Communication and Literacy,* General Curriculum (multi-subject + math subtest (Elementary Math (53), Middle School Math (47) or Mathematics (09) will also meet the math subtest requirement.)) + Foundations of Reading (Reading (08) will also meet this requirement.)
English	5-8, 8-12	Communication and Literacy English
English as a Second Language	PreK-6, 5-12	Communication and Literacy English as a Second Language
General Science	1-6 5-8	Communication and Literacy Competency Review (General Science (10) will also meet this requirement.) General Science
Health/Family and Consumer Sciences	All	Communication and Literacy Health Education
History	1-6 5-5, 8-12	Communication and Literacy Competency Review (History (06) will also meet this requirement History
Instructional Technology	All	Communication and Literacy Competency Review
Library	All	Communication and Literacy Competency Review
Mathematics	1-6	Communication and Literacy Elementary Mathematics (Middle School Mathematics (47) OR Mathematics (09) will also meet this requirement.)
Mathematics	5-8 8-12	Communication and Literacy Middle School Mathematics or Mathematics Mathematics
Middle School: Mathematics/Science	5-8	Communication and Literacy Middle School Mathematics/Science (Middle School Mathematics (47) + General Science (10) OR Mathematics (09) + General Science (10) will also

		meet this requirement.)
Teacher of Students with Moderate Disabilities	PreK-8	Communication and Literacy General Curriculum (multi-subject + math subtest (Elementary Math (53), Middle School Math (47) or Mathematics (09) will also meet the math subtest requirement.)) + Foundations of Reading (Reading (08) will also meet this requirement.). In addition, a Competency Review is required for a Preliminary license.
Teacher of Students with Moderate Disabilities	5-12	Communication and Literacy General Curriculum (multi-subject + math subtest) OR one of the following MTEL subject matter tests at the 5-8 or 8-12 grade level: English, History, Mathematics (47 or 09 only), science (Biology, Chemistry, Earth Science, General Science, Physics), or Political Science/Political Philosophy. (Elementary Math (53), Middle School Math (47) or Mathematics (09) will also meet the math subtest requirement.) + Foundations of Reading. (Reading (08) will also meet this requirement.). In addition, a Competency Review is required.
Technology/Engineering	5-12	Communication and Literacy Technology/Engineering
School Principal/Asst. School Principal	PreK-6, 5-8,9-12	Communication and Literacy Subject matter test not required
Supervisor/Director	Based on Pre- requisite License	Communication and Literacy Subject matter test not required
School Guidance Counselor	PreK-8, 5-12	Communication and Literacy Subject matter test not required
School Social Worker/School Adjustment Counselor	All	Communication and Literacy Subject matter test not required

****The General Curriculum MTEL has a Multi-subject subtest and a Math subtest. Candidates may take one or both subtests at a given administration. A passing score on the Elementary, Middle School, or High School Math MTEL will meet the Math subtest requirement for General Curriculum***

Initial Licensure Programs at Cambridge College

- Applicants seeking admission to an initial license program must submit evidence of having taken and passed the Communication and Literacy Skills MTEL in order to be matriculated into the program.
- All students seeking an Initial License must pass ALL portions of the MTEL(s) required for their licensure program to be eligible for student teaching/ practicum.
- In addition, all courses and the ILP (Independent Learning Project) must be complete. (see Practicum Handbook)

Endorsement

Endorsement is given for educator licensure in Massachusetts when you

- Complete the approved program at Cambridge College
- All state testing requirements are met which includes MTEls, practicum, and practicum seminar.
- Completion of the Exit Portfolio

MTEL Preparation

- Know the number of credits for your program and how long it will take to complete.
- Start early by knowing the specific MTEls for your program
- Know the semester you would like to complete your practicum
- The dates and times when the MTEL workshops are given at Cambridge College.
- The dates for the MTEL exams are scheduled –computer-based or paper
- Plan your strategy for taking communication and literacy; many take each part on different days and times
- If accommodations are needed contact DESE to request extra time and planning
- If you are not successful in taking the test, plan for additional preparation and utilize the resources given in this document

Other Preparation Resources

- Go to www.mtel.nesinc.com and print the test objectives for each exam required for your license and link the objectives to your coursework and the subject matter knowledge for your licensure area.
- Review the MA Curriculum Frameworks/Common Core Standards, www.doe.mass.edu/frameworks.
- Take the sample MTEL(s) found on the DESE website—attempt to replicate test conditions
- Print test information booklets.
- Read the MTEL Faculty Guide, which has important information about exams and how test materials are scored.
- Take related MCAS tests release items in the subject area(s) of your license and beyond the grade level of your license. Tests can be accessed at www.doe.mass.edu/mcas/testitems.html.

The MTEL Tests

- Get a good night's rest, eat breakfast, and as stress free as possible.
- Have the correct directions to the facility and leave early to arrive 15-20 minutes prior to the start of the test.
- Review test taking-strategies prior to the test
- Exam grades are given digitally. Once you receive your scores, put a copy in your Advising Folder and note the date of passing on the designated place on the folder.

MTEL WORKSHOPS

Cambridge College is committed to supporting our students in their preparation for the MTEL exams by providing specific workshops throughout the year. Workshops are held each month on Saturdays and Sundays on the college campus with qualified providers. Strategies for taking the test, along with content, questions, and practice will assist the student taking the test(s).

The workshops offered at Cambridge College include: Communication and Literacy (Reading and Writing), Foundations of Reading, General Curriculum, General Curriculum math sub-test, ESL, Early Childhood,

We suggest students utilize the computerized test prep materials published by Pearson, which will give students helpful information on areas that need attention.

MTEL TEST REGISTRATION

Register online for the MTEL at www.mtel.nesinc.com.

2012–2013 Computer Based Testing

Beginning in September, six MTEL tests will be available ONLY on computer:

- Communication & Literacy Skills • Foundations of Reading (Reading and Writing subtests)
- General Curriculum (Multi-Subject • Early Childhood and Mathematics subtests)
- English • History

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 www.pearsonvue.com/mtel/. Register early because slots fill quickly. Computer based tests may not be repeated for 60 days.

Computer based testing available year round, by appointment, Monday—Saturday (excluding some holidays)

2012–2013 Paper Based Test Administration Dates

Test Date	Regular Registration Deadline	Late Registration Deadline	Score Report Date
September 22, 2012	August 10, 2012	August 31, 2012	October 26, 2012
November 17, 2012	October 5, 2012	October 26, 2012	December 21, 2012
March 2, 2013	January 18, 2013	February 8, 2013	April 5, 2013
May 11, 2013	March 29, 2013	April 19, 2013	June 14, 2013
July 13, 2013	May 31, 2013	June 21, 2013	August 16, 2013

See www.mtel.nesinc.com for complete details.

Regular Registration Deadline

Registration must be received by 5:00 pm eastern time via the internet or telephone.

For more information or questions about MTEL registration, contact evaluation systems/Pearson, **866-565-4894** or visit www.mtel.nesinc.com

STUDY TIPS FOR THE MTEL

General Curriculum

- *MTEL General Curriculum (03) Exam Secrets Study Guide: MTEL Test Review for the Massachusetts Tests for Educator Licensure* by MTEL Exam Secrets Test Prep Team (Paperback, 2009)
- *Everything you need to know about... (American History) (Science) (Geography) (English) Homework* by Anne Zeman and Kate Kelly, Scholastic Reference, 2005. A desk reference series of books for parents and students in grades 4 - 6.
- *What Your 6th Grader Needs to Know*. E.D. Hirsh Jr, Core Knowledge Series
- MCAS Exams that students take are useful for studying
- MTEL practice questions and tests by Debra Borkovitz - online practice questions (test bank has 124 questions) that give immediate feedback, hints, explanations
- MyMathTest - an online educational program from Pearson, the company who creates MTEs, to help teacher candidates improve math understanding and prepare for the General Curriculum math subtest. Cost: \$10 for a 16 week subscription
- Math 03: Prepare for the New General Curriculum Subtest (Paperback) by Mary DeSouza, can be ordered from Amazon
- Take MCAS Exams in Math through grade 11
- GED Study Guides (Math)
- Khan Academy has great YouTube videos on math topics, including some MTEL Math subtest questions.
- Illuminations - Resources for Teaching Math
- Math Lessons that are Fun
- National Council of Teachers of Mathematics (NCTM) - see "lessons and resources"
- Attend the Cambridge College General Curriculum Workshops

Early Childhood

- Print Early Childhood Education test objectives (pdf) and use as a study guide. Also, review Massachusetts Curriculum Frameworks for content knowledge you will be expected to know and teach
- Print out and take the practice test (pdf) on the MTEL website.
- Use study resources available online and in books. Some suggestions:
 - Curriculum trade books -- E.D. Hirsch series, *What Your Kindergartner (1st, 2nd grader...) Needs to Know*
- The following list are suggested resources found either in bookstores such as Barnes and Noble, or at Amazon, or in libraries
 - *Uniquely Massachusetts* by Carol Dombrowski, Heineman Library (2004). It's at bookstores in the kids section. It's great!

- *Summer Bridge Activities Grades 7-8*, Rainbow Bridge Publishing (2003). It's a workbook, perfect for math and map skills, charts and some other science content. At bookstores such as Barnes and Noble or www.amazon.com.
- *Revised Edition Math Yellow Pages for Students and Teachers*, Incentive publications, Inc. (2002). Resource for math formulas (geometry, definitions, weights and measure, fractions); found in the workbook section at bookstores.
- *Flash Forward Math 6th Grade*, Spark Publishing (2007). It's a workbook, GREAT for math, found in the workbook section at bookstores.
- *XAM MTEL Early Childhood 02* (Paperback), XAM Publishing. Contains some good info on developmental and other content in the beginning and 2 practice tests. May be ordered from Amazon.com.

English as a Second Language

- *Essential linguistics. What you need to know to teach*. Freeman, D. and Freeman, Y. (2004). Portsmouth, N.H.: Heinemann. This book is good for information on theory.
- *Reading, writing and learning in ESL*. Peregoy, S. and O. Boyle. (2005). 4th edition. New York: Allyn & Bacon. This book will give you the classroom strategies you need for the test.
- *Principals of Language Learning and Teaching*. H. Douglas Brown.
- *Supporting English Language Learners in Mainstream Classrooms* (pdf), Deborah Horan, Boston College Title III Project. A 12 page pamphlet with information for all educators about teaching ELL. The pamphlet contains valuable resources, both books in print and links to websites.
- Read and do practice questions in the Test Information Booklet (pdf).
- Former MTEL Practice Test from 2009 (pdf)
- Attend the Cambridge College ESL workshops

Foundations of Reading

Suggested Readings and Texts

- Review text books and notes from literacy courses
- *Put Reading First: The Research Building Blocks for Teaching Children to Read* (pdf), 2nd Edition, June 2003
- *Beating Them All! Thirty Days to a Magic Score on Any Elementary Literacy Instruction Exam for Teacher Certification* by Chris Nicholas Boosalis
- *Sound it Out* by John Savage
- *Teaching Reading in the 21st Century* by Michael F. Graves, Connie Juel, Bonnie B. Graves
- Burns, Row, and Smith. *Teaching Reading in Today's Elementary Schools*. Boston: Houghton Mifflin, 2002.
- Cunningham, Patricia. *Phonics They Use*. New York: HarperCollins, 2000.
- Head-Taylor, Gail. *The Beginning Reading Handbook*. Portsmouth, NH: Heinemann, 2001.

- Tompkins, Gail. *Language Arts: Content and Teaching Strategies*. New Jersey: Merrill Prentice Hall, 2002.
- Wilson, R.M., et al. *Phonics, Phonemic, and Word Analysis for Teachers: An Interactive Tutorial*, 7th edition. New York: Prentice Hall, 2000.
- Zarillo, James. *Ready for Rica: A Test Preparation Guide for California's Reading Instruction Competence Assessment*. New Jersey: Merrill, 2002.
- Leu, Kinzer, Wilson & Hall. *Phonics, Phonemic Awareness and Word Analysis for Teachers, An Interactive Tutorial*
- Enroll in the Foundation of Reading Workshop at Cambridge College.

General Resources and Information

It is important that students begin to prepare for the MTELS while taking classes and utilize the information suggested in the Cambridge College Guide. Students are expected to attend the various workshops to assist with strategies and practice. The following are some other overall suggestions for resources to assist you:

- [Computer-Based Testing Tutorials](#) - These tutorials are essential for those taking the Communication & Literacy Skills, Early Childhood, English, Foundations of Reading, General Curriculum, or History MTELS in order to "know before you go" about the test and testing center formats. These are found on the Pearson website. Students are encouraged to take the computer practice test demo and or take the specific nesTestprep for a small fee on the Pearson website.
- [MTEL Test Information Booklets](#) - These include the test objectives, open-response scoring rubrics, and several sample questions that are different from the practice test questions.
- [MTEL Practice Tests](#) - Take the practice tests on the MTEL program website under test conditions to get an idea of what to expect and how you might perform.
- [MTEL Test Objectives](#) - These will indicate what the test is going to cover. Download and use as a study guide while linking test objectives to the Massachusetts Curriculum Frameworks for the subject tests, and your courses at Lesley.
- [Massachusetts Curriculum Frameworks](#) - The frameworks describe in detail the content that must be covered in the classroom. As a teacher, you will be expected to thoroughly know, understand, and teach this content, and you will be tested on your content knowledge through the subject MTELS. The frameworks, together with the test objectives and Lesley coursework, are a good study guide for MTEL subject tests.
- [MTEL Faculty Guide](#) - Despite its title, the faculty guide is very valuable for candidates, particularly for understanding the open-response scoring rubrics. It also contains an overview of the tests, preparation advice, information on developing a study plan, and sample open-responses.

STUDENT MTEL Worksheet (Keep this in your advising folder)

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

STUDENT INFORMATION

Name _____

License Program _____

Expected Graduation Date _____

Advisor _____

Test Plan and Information

Test Date _____

Test Name _____

What is your Plan?

Scores:

Communication & Literacy

Subject

Foundations of Reading

Reading _____

Writing _____

General Curriculum _____

Math Sub-test _____

What is your Plan?

Scores:

Communication & Literacy

Subject

Foundations of Reading

Reading _____

Writing _____

General Curriculum _____

Math Sub-test _____

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

Scores:

Communication & Literacy

Subject Test

Foundations of Reading

Reading _____

Writing _____

General Curriculum _____

Math Sub-test _____