GAPSC/GACE Registration

- This Powerpoint Presentation will guide you through the following:

- Creating a GaPSC account

    Registering/Paying for the GACE Ethics Exam

My PSC Registration – Step 1

- Log onto https://www.gapsc.com/Home.aspx
  - Select "Register" on the top-right part of the Home screen

My PSC Registration – Step 2

- In the "Tell us about you" box, select the "Enrolled in Georgia Educator Preparation Program"

- Then, in the "Tell us why you want to register to MyPSC" box, select the bullet that says "To Take GACE assessment".
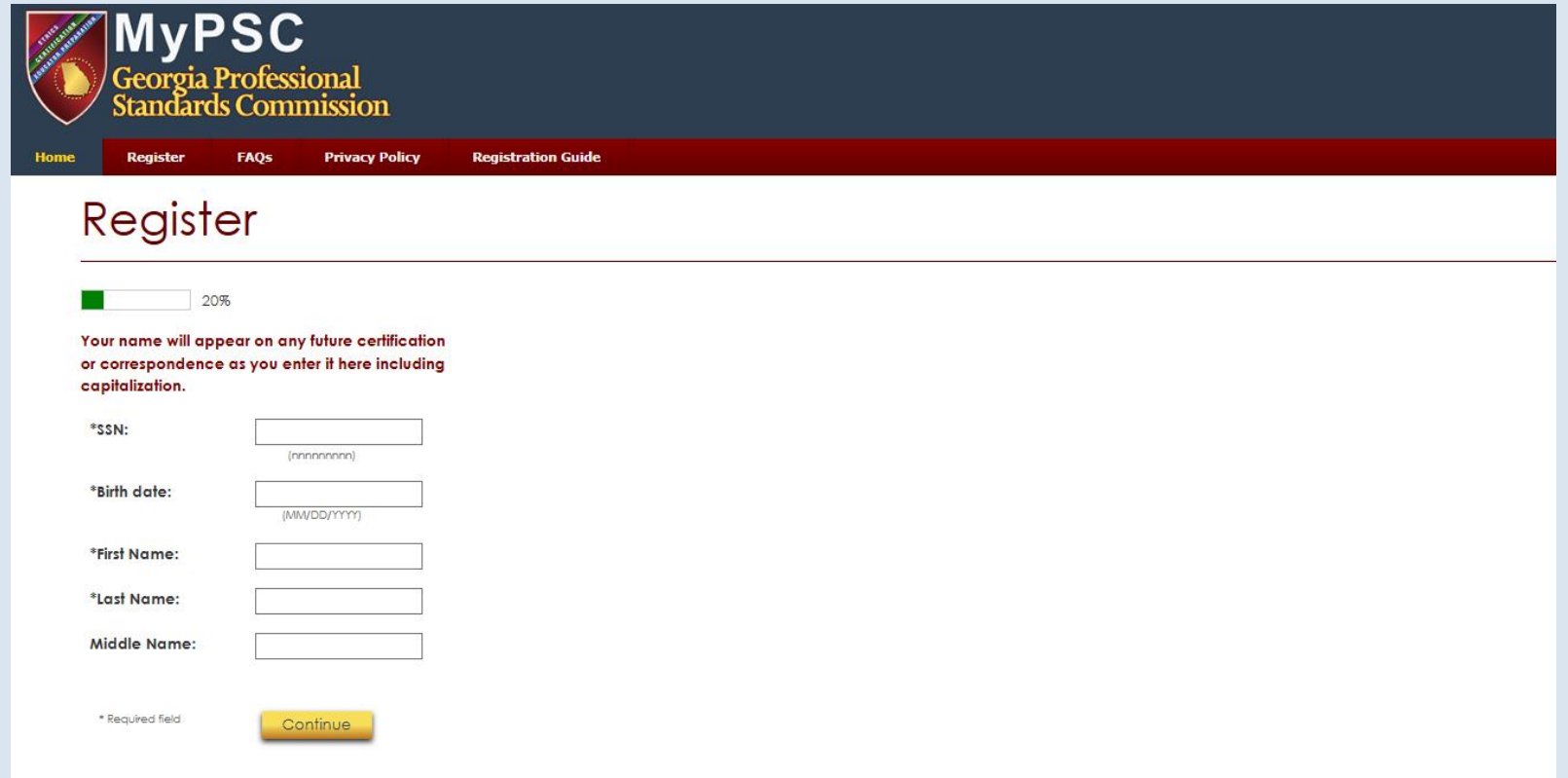
My PSC Registration – Step 3

- Input your SSN, birthdate, first, and last name. Then, select "Continue"

- The next screen after the one shown is for contact and security information.

My PSC Registration – Step 4

- Enter the required info on the Registration screen. Remember to use an email that will be in use beyond your time at GCSU. You will have to log into this system for the duration of your time as an educator.

- It is also important to write down the answers to your security questions so that you will remember them.

My PSC Registration – Step 5

- A temporary password will be sent to the email address you indicated. Check your email and follow the instructions to finalize your account. The temporary password will expire after 72 hours.
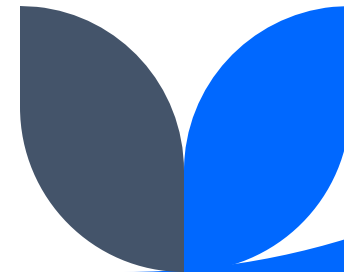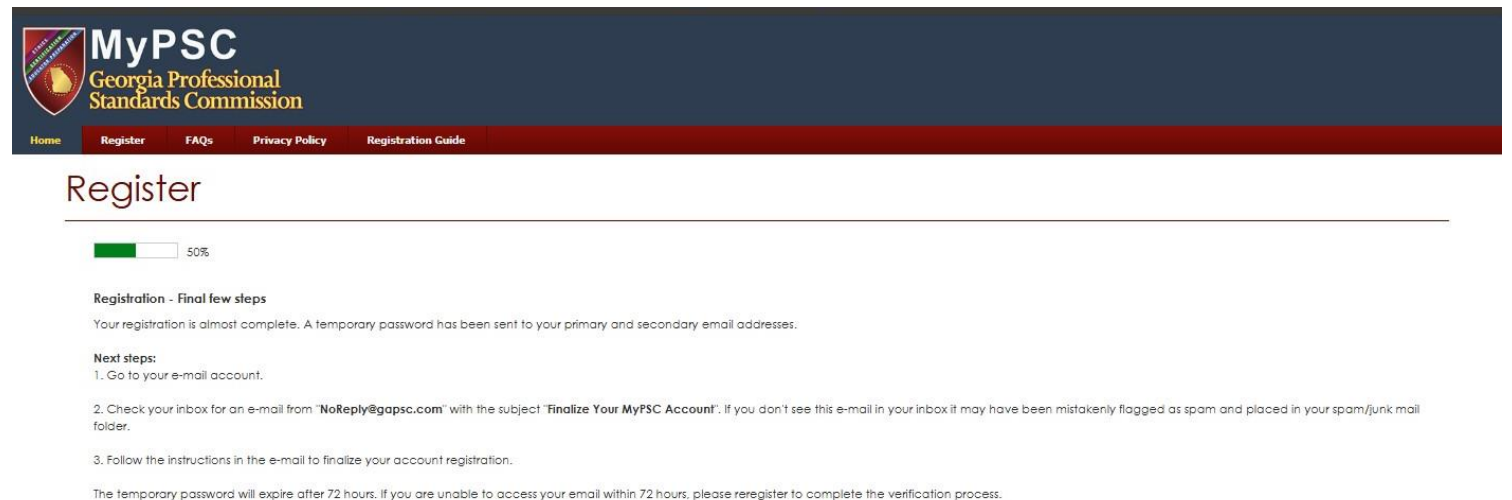
My PSC Registration – Step 6

- Update your personal information and select "Save".

My PSC Registration – Step 7

- Update your race and ethnicity information. Then, select "Save".

My PSC Registration – Step 8

- Enter the temporary password sent to you via email.

- Next, enter **and** confirm the new password. Be sure to write it down somewhere so that you can remember it.

- Select "Submit"

My PSC Registration – Step 9

- You should see this screen indicating that your MyPSC registration is successful.

- Select "Click here" to login. Use your new login info to log into the system.
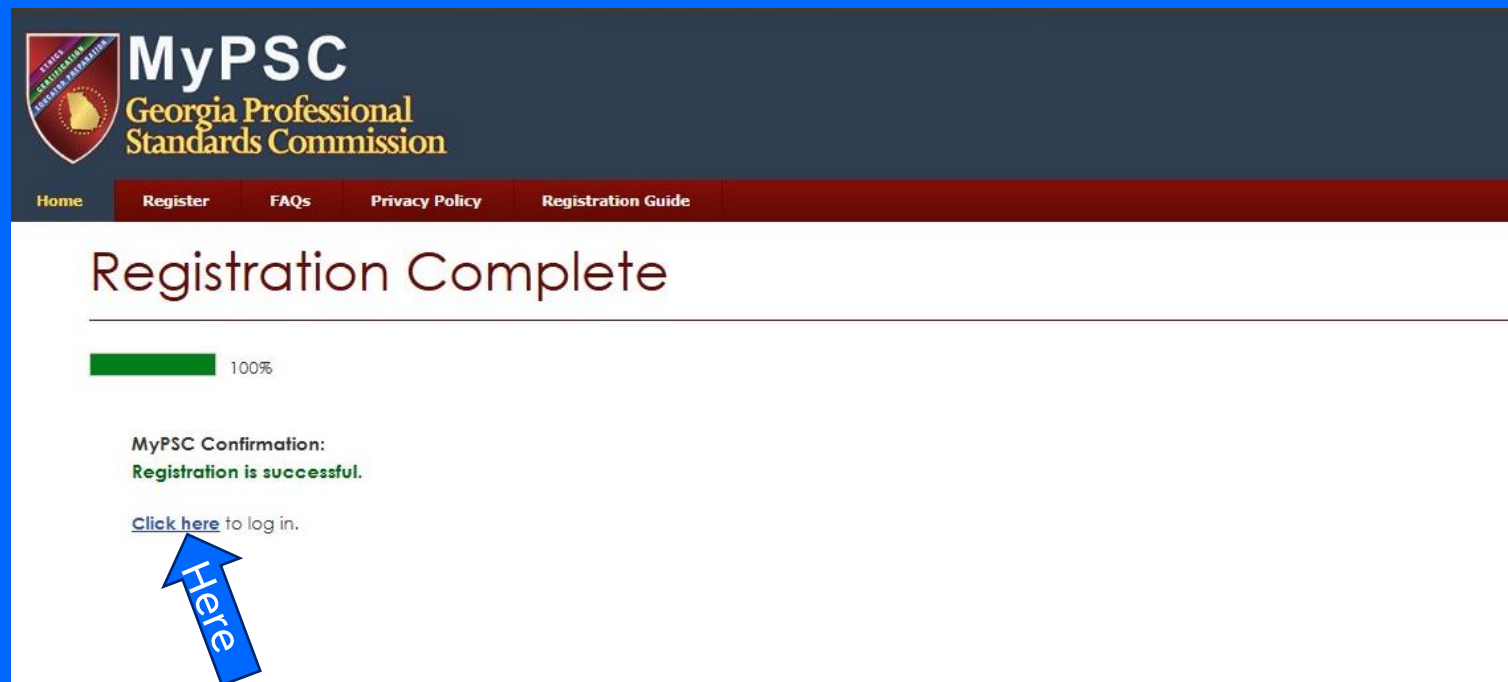
My PSC Registration – Step 10

- You should see the "Welcome to MyPSC" screen when successfully logged in.

- Select "Assessments" from the list of options on the left side of the screen.

My PSC Registration – Step 11

- On the assessment page, select the seventh option "I am taking the Ethics for Teachers or the Ethics for Leaders assessment for program entry".

- The option should be added to the "You selected this reason:" area. Go to the bar near "Select an Assessment" and select "Ethics for Teachers Assessment".

My PSC Registration – Step 12

- After the selection, you will receive a prompt asking if you are sure you want to add said assessment. Click "yes".

Ethics

🔘 7. I am taking the Ethics for Teachers or the Ethics for Leaders assessment for program entry (candidates enrolled in out-of-state programs need to select Reason 4). You must add the program to which you are seeking admission as a score recipient. Your scores will automatically be sent to the GaPSC. You do not need to add GaPSC as a score recipient.

Request Eligibility to Take a GACE Assessment	
You selected this reason:	7. I am taking the Ethics for Teachers or the Ethics for Leaders assessment for program entry (candidates enrolled in out-of-state programs need to select Reason 4). You must add the program to which you are seeking admission as a score recipient. Your scores will automatically be sent to the GaPSC. You do not need to add GaPSC as a score recipient.
Select an assessment:	Ethics for Teachers Assessment ▾

Are you sure you want to add **Ethics for Teachers Assessment**? Type "yes" in the space to the right and click on FINISH button to confirm your entries. Otherwise, click on QUIT button to cancel. `yes`

My PSC Registration – Step 13

- Wait for the eligibility to be transferred. You'll see this at the bottom. This can take a few seconds or minutes.

The requested assessments have been added.

⚠️

- Using the email address associated with your MyPSC account, GaPSC will immediately send you acknowledgement email confirming your request to take the ethics assessment, with additional directions.
- You will receive an email from Evaluation Systems (es-gacereg@pearson.com) confirming your eligibility to register and providing a link to the GACE program website.

- Using the link provided in the email to you from Evaluations Systems (es-gacereg@pearson.com), you will establish a login for the GACE program at gace.es.pearson.com. This login is different from your MyPSC login.
- Your assessment fee will be collected at the time of registration.
- Evaluation Systems can best assist you with registration questions. Please contact Evaluation Systems at www.gace.es.pearson.com/contactus or by calling (800) 778-5315 (toll free, US and Canada only), Mon-to-Fri: 8:00 a.m. to 8:00 p.m., eastern time, excluding holidays.

The status will automatically change from "Transfer initiated" to "Eligibility transferred" once data is successfully sent to Evaluation Systems.

My PSC Registration – Step 14

- Afterwards, you will receive an email from GaPSC in your email address added when making your account. This may take some time – be sure to check your spam if it isn't in your inbox.

- Once you find the email, follow the link to this page. www.gace.es.pearson.com
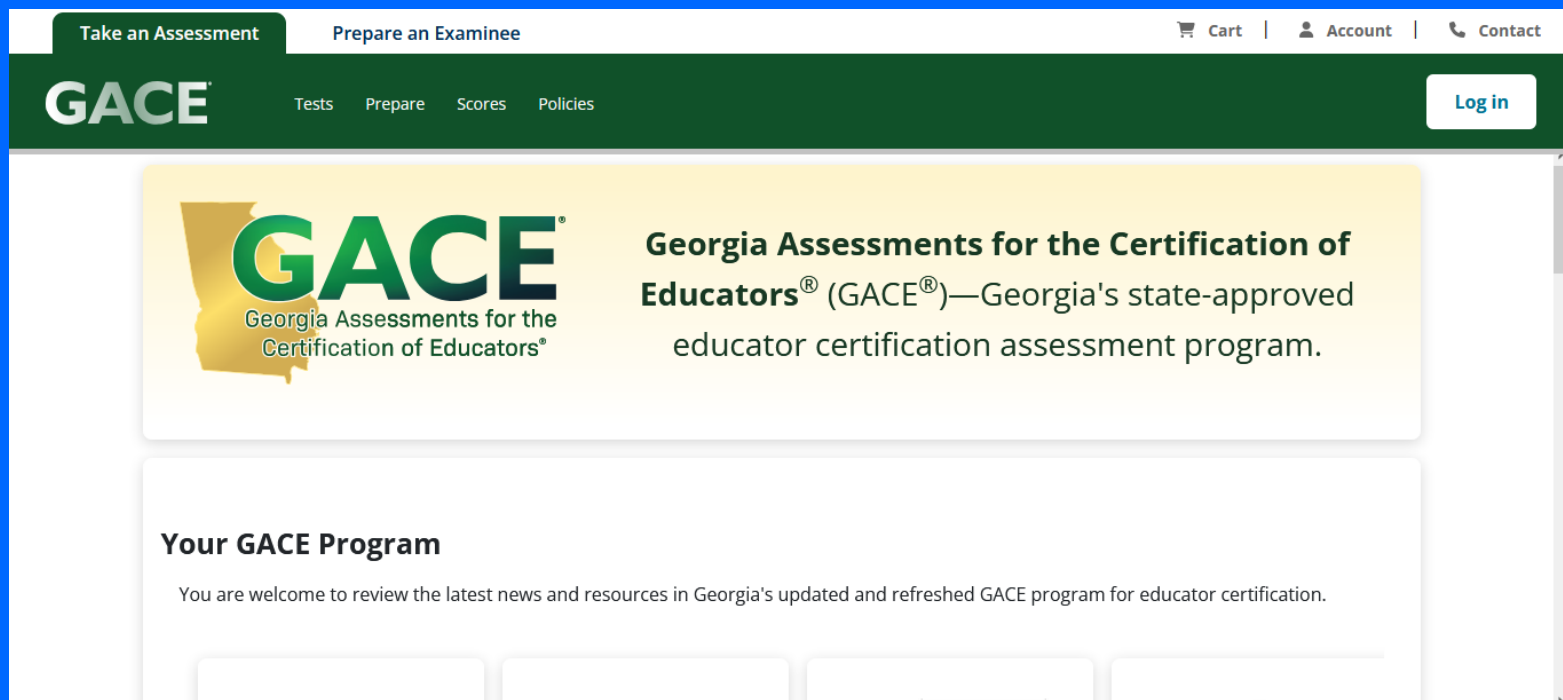
My PSC Registration – Step 15

- Scroll down to this part of the screen where it will ask to Find Your Assessment
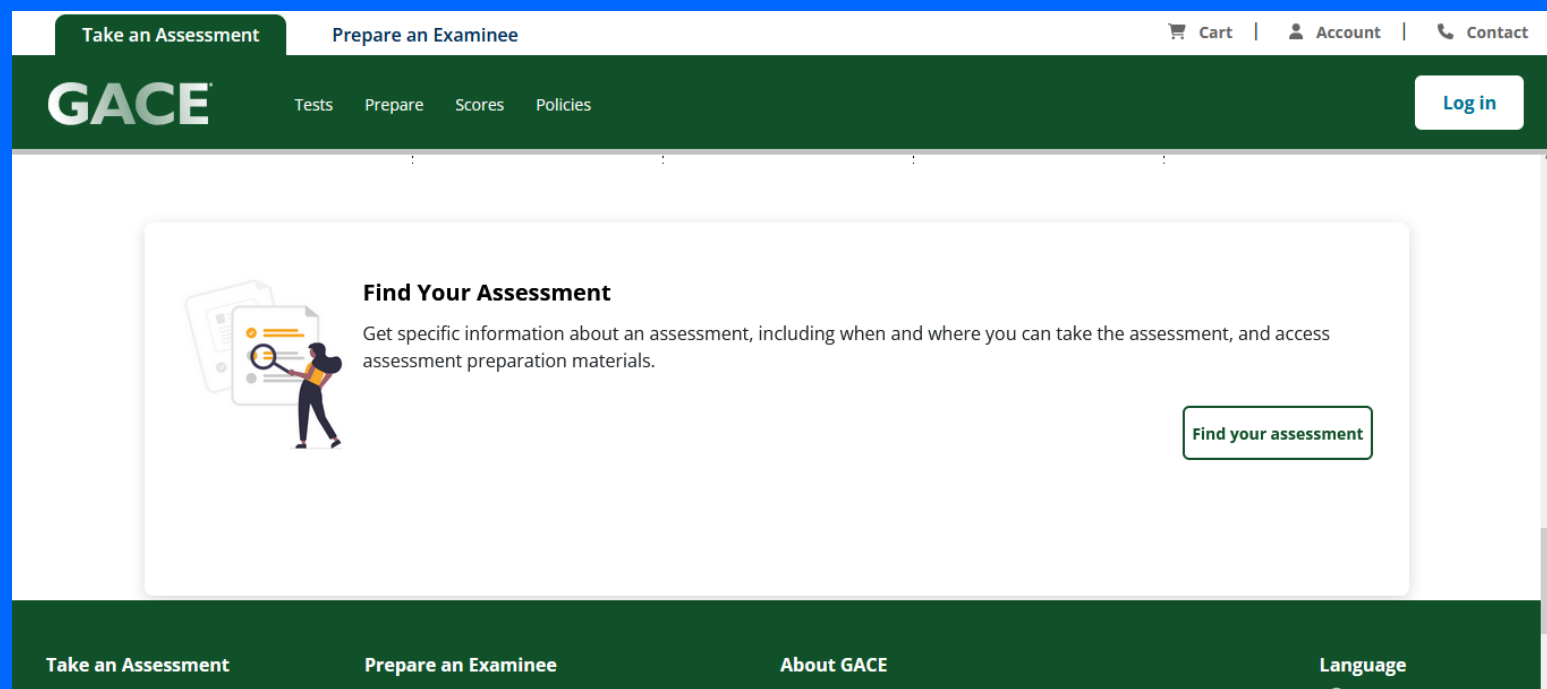
My PSC Registration – Step 16

- Scrolling down again, you should reach this part of the screen where you see the test codes as well as "Georgia Ethics Assessment". Click on "GACE Ethics for Teachers".

My PSC Registration - Step 17

Click on the "GACE 351 Ethics for Teachers" option and you should come across this screen shown. The page will give you all of the information about the ethics assessment, including time limit, testing fee, passing requirements, and more.

My PSC Registration – Step 18

- Scrolling to the bottom, there will be a "Register Now" option. Click on the box and you should be on the following screen at the bottom.

- Next, click the "Create an account now" option in the "Don't Have an Account?" section.

Click Here

Register Now +

Sign In

Warning: Unauthorized access is a violation of U.S. Laws and Department of State policy and may result in criminal or administrative penalties. Users shall not access other users' or system files without proper authority. This system and equipment are subject to monitoring by law enforcement and authorized Department officials. Monitoring may result in the acquisition, recording, and analysis of all data being communicated, transmitted, processed, or stored in this system by law enforcement and authorized Department officials. Use of this system constitutes consent to such monitoring.

Please enter your email address and password to proceed.

Email Address: *

Password: *

Don't Have an Account?

You'll need to create an account to register and get your scores.

Create an account now.

Click here

Forgot Password?

If you forgot your password, we can help you reset it.

Reset your password now.

My PSC Registration – Step 19

- After clicking to create an account, this screen should pop up afterwards. Follow the instructions on screen for setting up your account.

- Once completed, be sure to print the certificate and add it to your cohort application.

Take an Assessment   Prepare an Examinee   🛒 Cart | 👤 Account | 📞 Contact

GACE   Tests   Prepare   Scores   Policies

Account Information

Please provide the following information to create your account.

All email correspondence from Pearson will be sent to the email address that you indicate. Use a **permanent email address**, not an account such as one associated with a college or district affiliation to which you may not always have access.

Before starting, you can read more about creating a testing account, requesting eligibility to test, and registering for an assessment. The Evaluation Systems GACE registration system imports your contact information from your MyPSC account, so it is essential that you ensure that the information in your MyPSC account is kept up-to-date.

Email Address: david.ladd@gcsu.edu

Confirm Email: david.ladd@gcsu.edu

Step 1 of 3
1. **Account Information**
2. Personal Information
3. Review New Account

Terms of use   Privacy policy   Trademarks   📞 Contact us
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