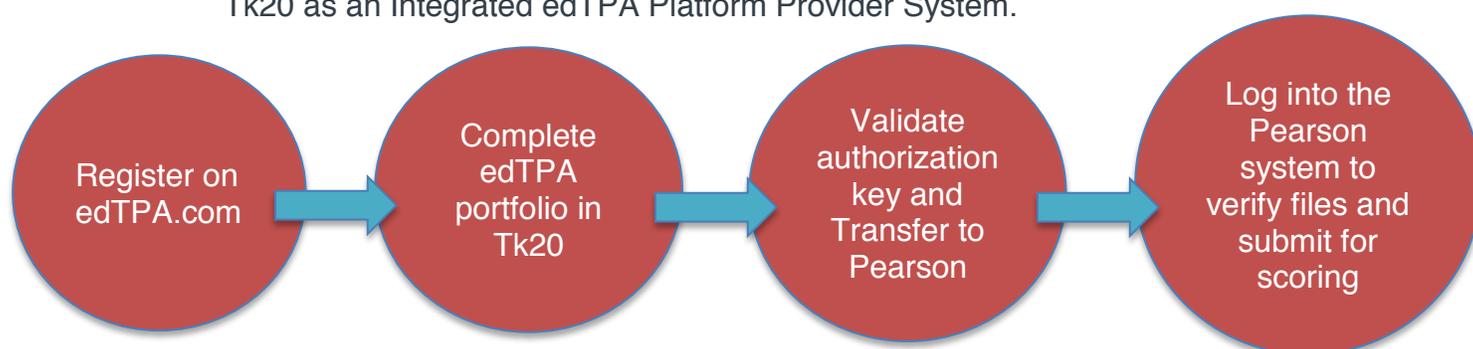


1 OVERVIEW

1.1 edTPA Process

1. As you navigate through the edTPA process, you will need to complete the following steps to successfully transfer and submit your edTPA portfolio using Tk20 as an Integrated edTPA Platform Provider System.



Begin the transfer from Tk20 to Pearson ***at least 5 days before*** your planned submission date to allow yourself adequate time to review your files in the Pearson system and submit your assessment for scoring. Please be sure to allow up to 48 hours for the portfolio to be transferred. Please refer to the Pearson edTPA website for more information about the transfer and submission processes.

- 1) Review policies and register for the appropriate edTPA assessment on edTPA.com.
 - 2) Log into Tk20 and complete your edTPA portfolio in the Portfolios tab. If you do not see an edTPA portfolio in your account, contact your campus Tk20 Unit Administrator.
 - 3) Validate your authorization key in the first tab of your edTPA portfolio.
 - 4) After uploading all required documents and audio/video clips as defined in the edTPA handbook, click “**Submit**”^{*} or “**Transfer to Pearson.**”
- * “Submit” is specifically for students who are **not** being scored by Pearson.
- 5) Keep track of your edTPA portfolio status by clicking on “Track My edTPA Transfer.”
 - 6) Within the Pearson system: When you have confirmed that all parts of your assessment are ready to be submitted, submit your assessment using the Pearson ePortfolio system on edTPA.com. You will receive an email notification confirming that your assessment has been submitted. Once the submission has

been completed, your assessment is ready to be scored. No additional actions are required.

Support	Tk20 Support	Pearson edTPA Customer Support
Email	support@tk20.com	Please use the email communication form on the Pearson Contact Us Page .
Phone	(512) 401-2000	(413) 256-2889 -Or- (866) 565-4872
Hours	Monday – Friday 7:00 am – 7:00 pm	

Text