**Guidelines on Data**

**State Licensure Test Data:**

NCATE policy requires a program to have an 80 percent pass rate on the state licensure exam in the content area in order to qualify for program recognition. The data must be derived from the most recent annual reporting period, as reflected by a state or testing agency report, or the institution’s own records (which would provide the opportunity to present a more current set of data). This requirement is waived for programs that (1) do not have a required state licensure test, (2) have not been in existence long enough to have produced data from one year of completers, and/or (3) have not produced a total of 10 completers in the last three years.

A program report that does not reflect an 80 percent pass rate under Assessment 1 on licensure tests cannot receive or retain national recognition; however, the program could be nationally recognized with conditions and would then be required to submit new test data within 18 months.

**Assessment Data:**

For full recognition, programs will be required to submit data that represent two applications of the assessment. That is, the assessment must be given and data collected at least two times. If an assessment is in a class that is offered every semester, then the two applications could be satisfied in one academic year. If the assessment is in a class that is offered once per year, then the two applications would take two academic years. For revised and response to conditions reports, data from one application of the assessment would be required for full recognition.

**NOTE: For units undergoing accreditation for the first time, programs are expected to be able to include in their program reports at least one year of data on all assessments in order to be eligible for full national recognition.**

Over time, it is quite probable that faculty may decide to change, adapt, or create new assessments based on their experiences and candidate performance. In these cases, they may not have the required years of data available for that assessment when they need to submit their next report. As a rule of thumb, it’s better to submit a newly developed assessment that meets the expectations of the program report than it is to submit a less compelling assessment for which you have several years of data. (**Note: assessments still in the “planning stage” are not likely to carry much weight.**) However, the reviewers will expect, **at a minimum**, to see at least one semester of disaggregated data for each assessment.