

# Creating a My PSC and GACE Testing Account Directions

## Step 1: MyPSC Account

**NOTE:** *The first and last name shown in your MyPSC account must be your legal name, and must exactly match the first and last name on the ID documents*

Go to register for a My PSC Account - <https://mypsc.gapsc.org/Register.aspx>

- Select: “Enrolled in Georgia Educator Preparation Program”
- Select: “To take GACE assessment”
  - Certification Identification # will be provide; keep this number for your records and your log-in credentials
  - My PSC Allows you to:
    - Submit certification application
    - Review certification assessments you have passed
    - Request eligibility to take GACE/Ethics/edTPA assessments here
    - Confirm program enrollment (after you have been admitted)

## Step 2: GACE Testing Account

**You will register to test through your ETS GACE testing account.** The tests you are approved for and eligible to take will be listed there.

This is where you will register to test. You cannot register to test through your MyPSC account.

[www.GACE.ets.org](http://www.GACE.ets.org)

- Select “Sign-In” (top right of website)
- Go to “New User” area
- Select “Create Account”
- Save log-in credentials
- When you register to take a test through your ETS GACE testing account, you will be given the option to **select score recipient, select Albany State University**

**Step 3:** Register and take GACE Program Admissions and/or GACE Ethics Entry

**Step 4:** Submit passing score of GACE Program Admissions and completion of GACE Ethics Entry with your Application to Teacher Education.

**Step 5:** Confirm Enrollment at Albany State: IMPORTANT: Log in to your “MyPSC Account”; Go to menu, select program, and **claim enrollment record (Albany State University)**; if it is not there contact Ms. Kayla Wilson at [kayla.wilson@asurams.edu](mailto:kayla.wilson@asurams.edu) or 229-430-1991.

# How to Register

Educator Ethics assessment is a four-step process:

Educators Ethics Assessment

Ethics Entry

Ethics Exit

## How to Register

Registering for the Educator Ethics assessment is a four-step process:

1. Update your MyPSC account on the GaPSC website and enter your reason for testing

1. Log-in your MyPSC account
2. Go to Assessments Tab
3. Select your Reason for Testing as #2: Educator Ethics Program Exit
4. Scroll down to Select Assessment drop down, and select Educator Ethics Program Exit
5. Submit

2. ETS sends you an email with a link to the Educator Ethics system.

1. The link is [gat.ethics.ets.org](http://gat.ethics.ets.org)

3. Access the Educator Ethics assessment system ([gat.ethics.ets.org](http://gat.ethics.ets.org)), select Test Takers under Registration, create your account, and register and pay for the assessment. See [fees](#).

1. Enter your information
2. Create a new account (This for the Ethics Assessment)
3. Payment
4. Assessment is available to take