# Tennessee Specific Industry Certification (TSIC) Exams Frequently Asked Questions

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| Question | Answer |
| **How can my school offer a Tennessee Specific Industry Certification (TSIC) exam?** | Schools will be provided with information during the spring semester to submit an annual Memorandum of Understanding (MOU). The school must offer all the courses in the department’s approved program of study. |
| **What training will I need to attend to be prepared for the exams?** | There will be an annual teacher training held each summer or prior to the offering of a new pilot exam. All TSIC schools must have at least one content specific teacher attend the training. |
| **When will my students take the exams?** | Agriculture, Food, and Natural Resource students will take the exam at the end of the Level 4 course and Human Services students will take the exam at the end of the Level 3 course in the approved programs of study.  |
| **When can the TSIC exam be administered?** | The TSIC exams use the same testing window as the EOC exam. School systems operating on block or semester schedules will take the exam during the fall and spring testing windows. School systems operating on a traditional schedule will take the exam during the spring testing window. |
| **How do industry certifications fit with programs of study?** | Tennessee Specific Industry Certifications (TSIC) is the capstone assessments for the program of study. TSIC exams are taken after the completion of the courses in the aligned program of study. The industry certification will be issued by the Tennessee Farm Bureau Federation and the student’s exam score will be placed into the early postsecondary database by the Division of College, Career and Technical Education. |
| **How do I adequately prepare my students for these exams?** | The TSIC exams are written to provide information on student mastery from the current course standards. Therefore, one only needs to teach current standards in order to prepare students. However, curriculum resources, curriculum crosswalks, and other instructional material examples, and tasks have been created to provide examples of exemplar strategies. These are provided during training and downloadable from the TSIC webpage. |
| **How do I register to offer the exam?** | During mid-semester, a registration link will be sent to TSIC coordinator/proctor at participating schools to your test date, testing time, and other student testing information such as the student’s identification numbers found in EIS.  |
| **My student needs modifications called for in his/her IEP, ILP, or 504 Plans. How can I meet those needs?** | An Accommodations form will be sent to each participating school to be complete prior to the exams. The Pilot and Testing Coordinators will describe student modifications needed for IEPs, ILPs, or 504 Plans. The current testing system will allow for extended time only. All other accommodations will need to be provided by the LEA. Once the accommodation for is submitted, more guidance will be given based on individual needs. |
| **What browser should I use for the exam?** | Moodle is the current testing platform and is compatible with all online platforms. |
| **How will students log-in on exam days?** | The TSIC coordinator/proctor will be provided with a user ID and password for each registered student at least three days before the scheduled practice exam. |
| **Can my students retake the practice exam?** | Yes. Once the students have completed the first practice exam with the TSIC coordinator/proctor, the students will be able to access the practice exam for additional practice attempts during the practice exam testing window. The student will need their user ID and password to access the practice exam.  |
| **Does the TSIC coordinator/proctor have to be present for the additional practice exam attempts?** | No. The TSIC coordinator/proctor only has to administer the first practice exam attempt. Students will have access to review and reattempt the practice exam 24 hours a day during the practice exam window. A best practice is for the student to access the practice exam with the content teacher for additional content review materials. |
| **How will my students log-in on exam days?** | The TSIC coordinator/proctor will be provided with a user ID and password for each student registered. Students will use the same user ID and password for both the practice and certification exam. Students will not have access to the exam until their scheduled exam day. |
| **How long will the exam take?** | The practice exam is structured to be completed during a 60 minute testing period. The certification exam is structured to be completed during a 120-minute testing period.  |
| **Can the student tell how much time remains for their exam?** | Yes, each student’s test screen has a “Time Left” indicator in the “Navigation Box”  |
| **What if the student is absent during the test day?** | The TSIC coordinator/proctor will need to contact TSIC.Exams@tn.gov to reschedule the student’s exam for the “Make-Up” testing date. The student will be allowed to log in using the same user ID and password on the new exam date. |
| **What if I have technical issues on test day?** | Reach out to TSIC.Exams@tn.gov, Steven.Gass@tn.gov, Carlita.Harrington@tn.gov, or call either (615) 532-2847 or (615) 532-2825. |
| **What happens if the system freezes or shuts down due to power outage or on test day?** | Reboot and reconnect to the examinee log-in page. Use the same user ID and password to log in. Moodle auto-saves and the student will be able to pick-up with their last question. |
| **What if it snows on my test day?** | Email TSIC.Exams@tn.gov soon as you become aware that school will be out. Send your new rescheduled the exam time and date to TSIC.Exams@tn.gov. |
| **When will I know the student scores?** | Students will have instantaneous access to the percentage of questions answered correctly. The questions will be checked for validity before a final score is issued to instructors. After all schools have tested, the questions have been verified, and then a school report will be generated for each exam and provided to the teacher.  |
| **What should I do with the scores and results provided?** | Teachers can use the results to look for trends in student mastery. The results may also show areas that will need more instructional focus in the future. Use school reports as a tool to grow your instructional program and student learning.  |
| **How do students receive their postsecondary credit?** | Once enrolled at a postsecondary institution, the student will need to request the TSIC credits be added to their transcript in the registrar or records office. Each postsecondary institution can verify the TSIC credits by accessing the postsecondary database. The university has the option as to how the TSIC credit is accepted: as a general elective, a major area elective, or as a direct course substitution. |
| **How do I contact with questions about the TSIC exams?** | All questions should be sent to TSIC.Exams@tn.gov.  |