



National Certification *of* Educational Diagnosticians

FAST TRACK APPLICATION

FOR APPROVAL TO TAKE THE NATIONAL
CERTIFICATION EXAMINATION LEADING
TO THE CREDENTIAL OF
NATIONALLY CERTIFIED
EDUCATIONAL DIAGNOSTICIAN (NCED)

**This application is intended for applicants who reside in states that issue a license
or certificate for educational diagnosticians or equivalent
(see page 2 for a listing of these states)**

This document includes a total of 6 pages.

The National Certification of Educational Diagnosticians Board has established a ‘Fast Track’ application process leading to the credential of Nationally Certified Educational Diagnostician (NCED).

Who is Eligible for Fast Track?

Two groups of individuals qualify for the Fast Track application process:

► Any state credentialed assessment professional who holds state licensure/certification indicating that they have met the state requirements for assessment professionals are eligible to apply to take the national examination. This includes individuals from **Texas, Louisiana, New Jersey (LDT/C)** and any other applicable state education agency that licenses/certifies educational diagnosticians (or equivalent assessment professional) which would also include **Alabama, Alaska, District of Columbia, U.S. Department of Defense, Idaho, Indiana, Maine, Michigan, Mississippi, Missouri, New Hampshire, New Mexico, New York, North Dakota, Oklahoma, South Dakota, Vermont, and Wyoming.**

What is the Process?

In order to become eligible to take the examination leading to national certification, you must submit the following:

- A copy of your state license/certificate
- Documentation of two academic years (or equivalent) of professional education assessment experience in a public and/or private setting
- Fully completed contact information sheet including a short essay (form supplied in this application packet)
- Documentation of current membership in the Council of Exceptional Children (CEC) and the Council of Educational Diagnostics Services (CEDs). Do not submit original membership card; a copy of your card will suffice.
- Two (2) letters of reference—Your letters of reference, which includes ratings of your competency in educational assessment (form supplied in this application packet), should be sent directly to the NCED Board from the referencing agent. Note that one of your references should be from a supervisor
 - Documentation of 2 years of classroom teaching experience
- Application fee in the amount of \$300.00. Make check/money order payable to NCED Board.

How are Application Materials Submitted?

► Hard documents only, through USPS mail or other express ground shipping. Package all application materials and mail/ship to: Ellen Miller, Colmor Meadows Circle NE, Rio Rancho, NM

Accessibility

► In compliance with the Americans with Disabilities Act, the NCED Board requests that individuals who are applying to take the NCED examination and who require accommodations related to an existing disability should submit their need for accommodations and supporting documentation as part of their application process. This request **must** be part of the initial application, unless there is an onset of need after the application is submitted.

LETTER OF RECOMMENDATION (1)

*For Application to take the National Certification Examination Leading to the
Nationally Certified Educational Diagnostician (NCED) Credential*

Applicant: _____

Address: _____

Phone: _____ Email: _____

The above listed candidate has applied to take the Certification Examination leading to the credential of Nationally Certified Educational Diagnostician (NCED). Please complete the following reference attesting to the applicant's credentials, ethics, and the source of your knowledge of this applicant's qualifications and competencies in educational assessment in special education.

Competencies: Please rank the applicant from 1 to 5 on the following criteria: 1—not capable; 2—needs more experience and guidance; 3—satisfactory; 4—capable; 5—extremely capable.

____ Has clear knowledge of educational diagnostics

____ Has clear knowledge of test administration and interpretation.

____ Has clear knowledge of recommendations related to test results

____ Works collaboratively with team members, parents, students and staff

____ Seeks to maintain work as an educational diagnostician through professional development activities and ethical practice

Please provide a description of the applicant's work in educational assessment.

Thank you for completing this letter of recommendation. Please provide contact information before mailing or faxing:

Name: _____

Relation to Applicant: _____

Address: _____

City/State/Zip: _____

Phone or e mail: _____

Signature: _____

Mail completed form to: Ellen Miller, 3218 Colmor Meadows Circle NE, Rio Rancho, NM 87144

LETTER OF RECOMMENDATION (2)

*For Application to take the National Certification Examination Leading to the
Nationally Certified Educational Diagnostician (NCED) Credential*

Applicant: _____

Address: _____

Phone: _____ Email: _____

The above listed candidate has applied to take the Certification Examination leading to the credential of Nationally Certified Educational Diagnostician (NCED). Please complete the following reference attesting to the applicant's credentials, ethics, and the source of your knowledge of this applicant's qualifications and competencies in educational assessment in special education.

Competencies: Please rank the applicant from 1 to 5 on the following criteria: 1—not capable; 2—needs more experience and guidance; 3—satisfactory; 4—capable; 5—extremely capable.

____ Has clear knowledge of educational diagnostics

____ Has clear knowledge of test administration and interpretation.

____ Has clear knowledge of recommendations related to test results

____ Works collaboratively with team members, parents, students and staff

____ Seeks to maintain work as an educational diagnostician through professional development activities and ethical practice

Please provide a description of the applicant's work in educational assessment.

Thank you for completing this letter of recommendation. Please provide contact information before mailing or faxing:

Name: _____

Relation to Applicant: _____

Address: _____

City/State/Zip: _____

Phone or e mail: _____

Signature: _____

Mail completed form to: Ellen Miller, 3218 Colmor Meadows Circle NE, Rio Rancho, NM 87144

APPLICANT CONTACT INFORMATION

To be completed by Applicant

Exam Location (from Web site): _____ Exam Date: _____

Name: _____

Address/City/State/Zip: _____

Phone: (h) _____ (w) _____ (c) _____

Email address (permanent or home, not work): _____

*Please provide a brief rationale for seeking national certification. Your written response should include your qualifications and experience in seeking this national certification (200-500 words). (May use additional paper, if necessary.)

Do you need accommodations due to an existing disability? If so please listed needed accommodations and attach supporting documentation to this application.

Please read and sign the following statement:

I certify that the accompanying documents are true, valid, and represent fair evidence of my professional background and experience. I agree to abide but the 80 percent accuracy score set as the minimum, passing cutoff score for the national examination. Further, I certify that I have read the By-laws and Code of Ethics posted on the NCED Web site (www.ncedonline.com). I have also read the Advanced Common Core Standards for Educational Diagnosticians posted on the NCED Web site, and agree to abide by all posted standards.

Signed: _____ Date: _____

Pending acceptance to take the national certification examination and successful passing of the examination, I would like the following name to be imprinted on my certificate (please print):

Applicant must include this form with other application materials and mail completed form to:
Ellen Miller, 3218 Colmor Meadows Circle NE, Rio Rancho, NM 87144