Registering for MTLE Exam(s)

Updated: April 10, 2019

1. Go to mtle.nesinc.com
2. Click on “Register”
3. Log in (If you have not already created an account, click on “Create an account now”)

4. Select “I am the person who will be taking the MTLE”
5. Select the test or subtest(s) you would like to take. Click on “Add” after each selection.
   a. **ALL MAJORS REQUIRE** MN NES Essential Academic Skills
      (Unless ACT + Writing score > 21 with report submitted to Liberal Arts & Education Dept Office)
      i. MN NES Essential Academic Skills I: Reading
      ii. MN NES Essential Academic Skills II: Writing
      iii. MN NES Essential Academic Skills III: Mathematics
   b. **Early Childhood Education – Primary Education**
      i. MN NES Essential Academic Skills (as listed above)
      ii. Pedagogy: Early Childhood (Birth to Grade 3) Subtest 1
      iii. Pedagogy: Early Childhood (Birth to Grade 3) Subtest 2
      iv. Content: Early Childhood Education (Birth to Grade 3) Subtest 1
      v. Content: Early Childhood Education (Birth to Grade 3) Subtest 2
   c. **Elementary Education**
      i. MN NES Essential Academic Skills (as listed above)
      ii. Pedagogy: Elementary (Grades K-6) Subtest 1
iii. Pedagogy: Elementary (Grades K-6) Subtest 2
iv. Content: Elementary Education (Grades K-6) Subtest 1
v. Content: Elementary Education (Grades K-6) Subtest 2
vi. Content: Elementary Education (Grades K-6) Subtest 3
d. Agricultural Education
i. MN NES Essential Academic Skills (as listed above)
ii. Pedagogy: Secondary (Grades 5-12) Subtest 1
iii. Pedagogy: Secondary (Grades 5-12) Subtest 2
iv. Content: Agricultural Education (Grades 5-12) Subtest 1
v. Content: Agricultural Education (Grades 5-12) Subtest 2
e. **PLEASE NOTE:** If a license for both early childhood education and elementary education are being sought, the applicant must choose either the early childhood or the elementary pedagogy tests, both are not required!

6. Once you have finished your selection of exams, click on “Next”.
7. Answer yes or no: Do you plan to submit a request for alternative testing arrangements. Click “Next”.
8. View the first and last date for each exam. Click “Next”.
9. Select “Yes” to the question, “Do you wish to have your score report sent to your email address, as a PDF attachment”.
10. Select “University of Minnesota – Crookston” then click “Add” to have your scores sent to the University of Minnesota Crookston. Click “Next”.
11. Answer Background questions, clicking “Next” after each one.
12. The final screen will be “Review Registration”. Review your registration to be sure everything is correct, then click “Add to Cart”.
13. Once confirming everything is correct in your cart, click “Check Out”.
14. Select, “I acknowledge that I have had adequate opportunity to review, to my satisfaction, the instructions, rules, policies, and other terms and conditions that apply to MTLE registration and testing, which are contained on the current MTLE website and in the applicable Rules of Test Preparation provided above for my review, and I agree to abide by the conditions set forth on the current MTLE website, including the Rules of Test Participation, and by the rules communicated to me orally or in writing at the test administration. Click “Next”.
15. Read the information on the “Payment” screen and submit payment via credit card. Click “Next”.
16. Review and confirm your order on the last screen.