**Student Application Information Sheet**

New York State Teacher Certification

Please use the information provided below to assist you in completing your online application for NYS Teacher Certification.

**STUDENT NAME:** ____________________________

**First: Create User Login and Password**

In order to apply online, you will enter TEACH online services via the Office of Teaching Initiatives Web site at http://www.highered.nysed.gov/tcert/ and create a TEACH login and password at the New York State Directory Services site. Instructions are provided as you go through this process. Once you have created your login and password this step is completed and you never have to repeat this process.

**Second: Creating a TEACH Account & Completing the Application**

**Step 1: Create Applicant Profile**

Enter your personal information and preferences

Use the following information supplied by your institution to complete the Self-Reported education portion of the online application: (Check ESIMS at http://cuny.edu for information about dates and credits)

<table>
<thead>
<tr>
<th>Institution Name:</th>
<th>CUNY – CITY COLLEGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Award Title:</td>
<td>SEE BACK OF SHEET FOR AWARD TITLES</td>
</tr>
<tr>
<td>Program:</td>
<td>AND PROGRAM CODES AND TITLES</td>
</tr>
<tr>
<td>Major:</td>
<td>ACADEMIC AREA OF STUDY; EX. MATHEMATICS</td>
</tr>
<tr>
<td>Date Degree Received:</td>
<td>___ / ___ / ______ [Date Format: mm/dd/yyyy]</td>
</tr>
<tr>
<td>Number of Credits:</td>
<td>______</td>
</tr>
<tr>
<td>Date Attended From:</td>
<td>___ / ___ / ______</td>
</tr>
<tr>
<td>Date Attended To:</td>
<td>___ / ___ / ______</td>
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**Step 2: Select Certificate(s)**

A. Use the following information to select the appropriate certificate title and type:

- Select your Area of Interest: CLASSROOM TEACHER or ***OTHER EXTENSIONS
- Select your Subject Area: MUST CORRESPOND TO PROGRAM TITLE or ***Bilingual Education
- Select the Grade Level: CORRESPONDING GRADE LEVEL or ***Pre K to 12 (All Grades)
- Select the Title: SEE PROGRAM NAMES or ***Bilingual Education Extension
- Select the Type of Certificate: TRANSITIONAL B (TF and TFAs only), INTERNSHIP, INITIAL, OR PROFESSIONAL.

***Annotation type must correspond with your base certificate type

**B. After you have selected your certificate title and type, you will be asked to enter a program code by default. Please find your corresponding program code on page 2, enter it and click submit.**

- By entering a program code, you are applying using the Approved Teacher Preparation Program Pathway.

**C. Continue** through the application answering all required questions; sign the affidavit and application; and make your payment. You may pay online using a credit card or print out the payment coupon and mail in a US Postal Money Order.

Your online account is your access to everything regarding your certification. You can check up on the status of your certificate application by clicking the Account Information link on the main menu.

**Need help?**

<table>
<thead>
<tr>
<th>Problems completing your application?</th>
<th>Institution Contact Info:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Margaret Scheh</td>
</tr>
<tr>
<td></td>
<td>NAC 3/213 – 212-650-5590</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:EDUCERTIFICATION@CCNY.CUNY.EDU">EDUCERTIFICATION@CCNY.CUNY.EDU</a></td>
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<thead>
<tr>
<th>Problems using TEACH?</th>
<th>New York State Education Dept. Contact Info:</th>
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<tbody>
<tr>
<td>Support available to you by telephone</td>
<td></td>
</tr>
<tr>
<td>Monday – Friday from 9:00 a.m. until 4:30 p.m.</td>
<td></td>
</tr>
<tr>
<td>Office of Teaching Initiatives – (518) 474-3901</td>
<td><a href="mailto:tcert@mail.nysed.gov">tcert@mail.nysed.gov</a></td>
</tr>
<tr>
<td>Technical Support - (518) 486-6041</td>
<td></td>
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</table>

* Program suspended, not admitting new candidates.

** Program discontinued by the state, not admitting new candidates.
### Advanced Certificate
- 28951 – School District Leader
- 28953 – Entry Level Leader Certification
- 25901 – Bilingual Extension (Graduate)
- 25927 – Bilingual Extension (Undergraduate)
- 25857 – English Language Art 7 - 12 (Graduate)
- 25851 – Mathematics Education 7 - 12 (Graduate)
- 25879 – Biology Education 7 - 12 (Graduate)
- 25877 – Chemistry Education 7 - 12 (Graduate)
- 25873 – Earth Science Education 7 - 12 (Graduate)
- 25875 – Physics Education 7 - 12 (Graduate)
- 25855 – Social Studies Education 7 - 12 (Graduate)
- 35519 – TESOL (Stream D)
- 35520 – Educational Theatre (Stream E)

### Bachelor of Arts (BA)
- 25925 – Visual Art K – 12 Teacher
- 25920 – English Language Art 7 – 12
- 25915 – Mathematics Education 7 – 12
- 25924 – Music K – 12 Teacher
- 25913 – Social Studies Education 7 – 12
- 25921 – Secondary Spanish Education 7 - 12

### Bachelor of Fine Arts (BFA)
- 25923 – Music K – 12 Teacher

### Bachelor of Science (BS)
- 25914 – Early Childhood Education
- 25916 – Chemistry Education 7 - 12
- 25917 – Physics Education 7 – 12
- 25918 – Biology Education 7 – 12
- 25919 – Earth Science 7 – 12

### Bachelor of Science in Education (BSED)
- 25922 – Childhood Education
- 28378 – Childhood Education (Joint w/BMCC)
- 25926 – Bilingual Childhood Education*
- 28377 – Bilingual Childhood Education* (Joint w/BMCC)

### Master of Arts (MA)
- 25849 – Mathematics Education 7 – 12
- 25853 – Social Studies Education 7 – 12
- 25859 – English Education 7 – 12
- 25863 – Visual Art Education K - 12
- 25865 – Biology Education 7 – 12
- 25867 – Chemistry Education 7 – 12
- 25869 – Earth Science Education 7 – 12
- 25871 – Physics Education 7 – 12

### Master of Science (MS)
- 25885 – TESOL

### Master of Science in Education (MSED)
- 25882 – Bilingual Students w/ Disabilities 1-6*
- 35275 – Bilingual Students w/ Disabilities 7 - 12*
- 25896 – Students w/ Disabilities 1 – 6
- 25893 - Students w/ Disabilities 5 – 9**
- 34888 – Students w/ Disabilities 7 – 12
- 25899 – Early Childhood Education
- 25903 – Bilingual Childhood Education
- 25906- Childhood Education
- 25909 – Literacy 5 - 12
- 25912 – Literacy Birth – 6
- 27441 – Science Education 5 – 9
- 27443 – Mathematics Education 5 – 9
- 28952 – School Building Leader
- 32283 – Educational Theatre (Initial Certification)
- 36089 – Educational Theatre (Second or Other Initial Certificate)
- 36090 – Educational Theatre (Professional Certificate only)
- 36091 – Educational Theatre (Non-Certification)
- 33967 – Spanish 7-12 (Spanish majors)
- 33968 – Spanish 7-12 (non-Spanish majors)
- 33969 – Spanish 7-12 (already have a non-Spanish initial cert)
- 33970 – Spanish 7-12 (professional cert only)

### Master of Science in Education (MSED) - TEACHING FELLOWS ONLY:
- 25848 – Mathematics 7 – 12
- 25852 – Social Studies 7 – 12
- 25858 – English 7 – 12
- 25862 – Art K – 12
- 25864 – Biology 7 – 12
- 25866 – Chemistry 7 - 12
- 25868 – Earth Science 7 - 12
- 25870 – Physics 7 – 12

### Master of Science in Education
- 25881 – Bilingual Students w/ Disabilities 1 - 6*
- 25892 – Bilingual Students w/ Disabilities 5 – 9**
- 35274 – Bilingual Students w/ Disabilities 7 – 12*
- 25895 – Students w/ Disabilities 1 – 6
- 25892 – Students w/ Disabilities 5 - 9**
- 35279 – Students w/ Disabilities 7 – 12
- 25898 – Early Childhood Education
- 25902 – Bilingual Childhood Education
- 25905 – Childhood Education
- 25908 – Literacy 5 – 12
- 25911 – Literacy Birth – 6
- 27442 – Science Education 5 – 9
- 27445 – Mathematics Education 5 – 9

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