May 2020

FREQUENTLY ASKED QUESTIONS, May 2020

Which of the new rules apply to me?

- I graduated or will graduate Sept. 1, 2020: New Emergency COVID-19 Certificate Also refer to #1-3, below.
- I am in a student teaching class in spring 2020, I am in a Transitional B program and taking classes at Brooklyn College in spring 2020, or I have NY State Internship certification: edTPA Safety Net for Candidates Who Are Enrolled in a NYS Registered Educator Preparation Program in the Spring and/or Summer 2020 Terms Also see #4-6 below.
- My certification is expiring. What do I do? Extension of Certain Certificates Expiring on August 31, 2020 or Time Extensions for the Initial Reissuance and Provisional Renewal
- I need to take the DASA workshop: Approval to Offer DASA Training Entirely Online
- I have students with disabilities generalist grades 7-12 certification and need a subject area extension: Extension of the Subject Area Certification Requirement and SOCE Application Deadline for Special Education Teachers Who Teach a Special Class in Grades 7-12
- I would like to complete the edTPA in a Virtual Learning Environment: Requesting Alternative Arrangements due to a Virtual Learning Environment. Also see #7, below.

More details:

- For students graduating on or before Sept. 1, 2020, who want to use the emergency COVID-19 certification:

1. Am I eligible for edTPA safety net and the Emergency Certificate?

Answer: Yes if you graduate on or before Sept. 1, 2020 and if you were in a student teaching course in spring 2020 or have a state Internship Certification or are taking classes at Brooklyn College and are in a Transitional B program in the spring of 2020.
2. **How long should I expect the certification process to take?**

Initial certification is usually processed one or two days after all requirements are met, including your confirmed education and college recommendation, paid application fee, test and fingerprint records received by TEACH, workshops and any other requirements needed for your certification. You should check your TEACH account to be sure your data is complete, and then check the Brooklyn College Educator Certification website for information about any requirements that have not been recorded.

If you are on track to finish your requirements Sept. 1, 2020, you may have your records confirmed by the college starting in mid-September. You may want to see if you can be hired pending certification processing, perhaps as a substitute teacher if possible. When your degree has been confirmed you will get a note from the registrar’s office. You can forward that note to Helen Spencer email: hspencer@brooklyn.cuny.edu. She will check your workshops and records, then enter your recommendation for your certification on a priority basis.

3. **I want to add summer classes and graduate/finish my program Sept. 1, 2020. How does this work?**

Be sure to file for fall graduation audit after you register for your classes and then send an email to degreeaudit@brooklyn.cuny.edu to let them know you would like to graduate Sept. 1. They will alert your auditor and contact you. Your graduation depends on many factors and if you can graduate Sept. 1 or not is not guaranteed.

- **For students in student teaching in spring 2020 and other students** eligible for the **edTPA safety net during the COVID-19 Crisis**. You should have received instructions to confirm your eligibility. If not, you will need to fill out this form, requested before May 15th: [https://tinyurl.com/ya2omjrl](https://tinyurl.com/ya2omjrl)

*Other people who are eligible for the **edTPA safety net during the COVID-19 Crisis**, are teachers who have a state internship certificate or are taking classes at Brooklyn College and are in a Transitional B program in the spring of 2020.

4. **If I have NY State Internship Certification, am I eligible for the edTPA During COVID-19 safety net?**

Yes.

5. **I paid for the edTPA already. Can I use that payment for the ATS-W?**

We will confirm.
6. **Which ATS-W do I take?**

There are two versions: elementary and secondary version. Pick the age group that matches your certification age group. Music, Art and Physical Education candidates can pick one or the other.

- **For students who want to complete the edTPA in a Virtual Learning Environment:**

7. **Who is the EdTPA coordinator for completing the edTPA in a Virtual Learning Environment?**

Prof. Kyprianou. Email: Stella.Kyprianou@brooklyn.cuny.edu

**For all certification candidates.**

8. **How do I apply for NY State certification?**

- Please see the application instructions on the [Brooklyn College Educator Certification website](https://www.brooklyn.cuny.edu/). Program codes are listed on the student information sheet link. If you are applying for the [New Emergency COVID-19 Certificate](https://www.brooklyn.cuny.edu/), you must complete two before Sept. 1, 2020.

9. **If my fingerprint records are not on my NY State TEACH account, what do I do?**

Please see the fingerprint instructions on the [Brooklyn College Educator Certification website](https://www.brooklyn.cuny.edu/). Please allow time for processing. The NYC fingerprint office is currently closed so you will need to wait until they open to transfer your NYC fingerprint records.

10. **What do I do if my workshops are not listed on my NY State TEACH account?**

Please see the instructions in the mandated workshop section of the [Brooklyn College Educator Certification website](https://www.brooklyn.cuny.edu/).

11. **How do I find a test site and when will tests be available?**

Refer to this document: [How to check NY State certification test center availability](https://www.brooklyn.cuny.edu/).

12. I don’t have a college recommendation yet on my **TEACH account**. How do I get that?

If you graduated/completed your college program, you should get a note from Degree Audit or see that information in your **Degreeworks** account. You can then contact **Helen Spencer** for your recommendation for certification to confirm your degree. Your college program and **mandated workshops** must be complete before you are eligible for a recommendation.
13. When will my NY State certification be issued?

See # 2 above

14. Who can I contact for help with the edTPA?

Please contact the professor for your student teaching class, and/or program advisor.

You can also contact the following student teaching coordinators:

Special Ed.: Stella Kyprianou Stella.Kyprianou@brooklyn.cuny.edu

Childhood/Bilingual: Linda Delluomo Linda.Delluomo39@brooklyn.cuny.edu

Early Childhood: Mary Debey Mdebey@brooklyn.cuny.edu

Art Education: Herman Jiesamfoek HJiesamfoek@brooklyn.cuny.edu

Physical Education: Laura Blitzer LauraBlitzer@brooklyn.cuny.edu

All Teaching Fellows: Roberto Martinez – roberto.martinez@brooklyn.cuny.edu

15. How can I check my confirmed or expected date of graduation / program completion?

Check your DegreeWorks account. You should have a Degree Audit note. More information on Graduation Audits.