

How check the status of your application

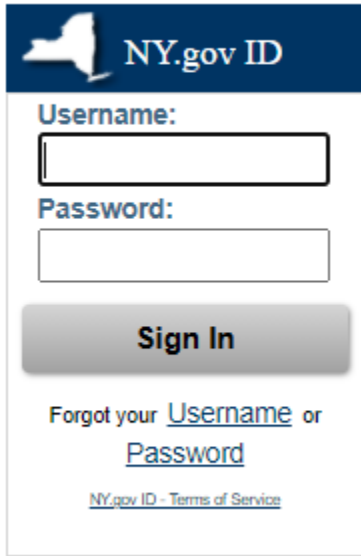
August, 2021

Go to www.highered.nysed.gov/tcert

Check the updates
Open TEACH Online Services

The screenshot shows the NYSED Higher Ed OTI website. The browser address bar displays 'highered.nysed.gov/tcert/'. The page header includes 'Office of Teaching Initiatives' and a search bar. Navigation tabs include 'Educator Resources', 'Certification', 'Fingerprinting', 'TEACH System', and 'Topics A-Z'. A sidebar on the left contains a 'Search Certification Requirements' button and a 'TEACH Online Services' button, both of which are circled in green. The main content area features a 'COVID-19 Updates' section with a list of links: 'First Aid and CPR Certification Flexibility for Coaches in Response to the COVID-19 Crisis Memo | 5/4/2021', 'First Aid and CPR/AED Additional Certification Flexibility for Coaches | 12/10/20', and 'Professional Coaching Certificate Flexibility | 10/20/20'. Below this, a 'Login to TEACH' button is also circled in green. A 'Forgot your username or Password? Click Here' link is visible. At the bottom, there are three columns of 'TEACH help Links': 'Create a NY.gov TEACH account', 'Add TEACH to a NY.gov account', and 'Employer, Administrator & College Access'.

Please login after reading the Acceptable Use Policy below



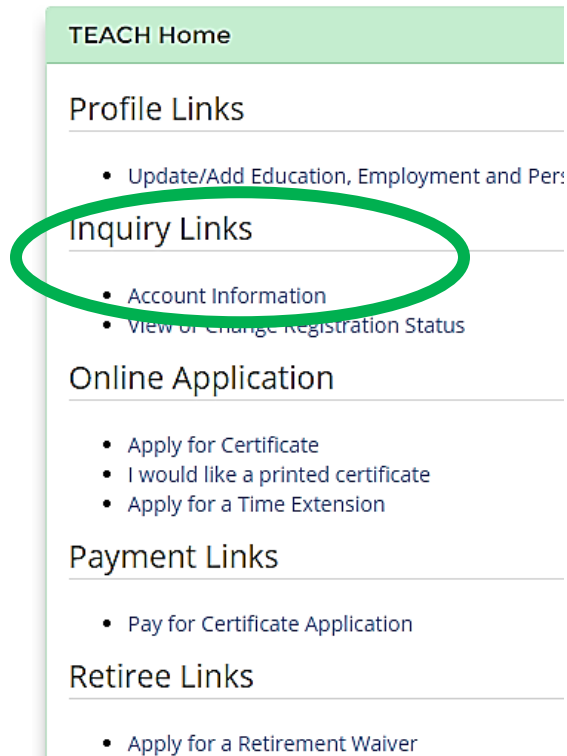
The login form for NY.gov ID features a dark blue header with the state of New York logo and the text "NY.gov ID". Below the header, there are two input fields: "Username:" and "Password:". A grey "Sign In" button is positioned below the password field. At the bottom of the form, there are links for "Forgot your Username or Password" and "NY.gov ID - Terms of Service".

Select TEACH online .



The interface shows a teal header with the text "You have access to the following applications". Below this header, there are three light blue horizontal bars representing application options. The middle bar is labeled "TEACH online" and is circled in green.

Open Inquiry Links Account Information,



TEACH Home

Profile Links

- Update/Add Education, Employment and Per:

Inquiry Links

- Account Information
- View or Change Registration Status

Online Application

- Apply for Certificate
- I would like a printed certificate
- Apply for a Time Extension

Payment Links

- Pay for Certificate Application

Retiree Links

- Apply for a Retirement Waiver

Select one or more items and then “submit”

Select information you want to view

To view more than one category, press CTRL while clicking each category you want to see, then click

- Education
- Work Experience
- Certificates
- Correspondence
- Contact History
- Fingerprinting
- Test Scores
- Workshops
- Superintendent Statements
- College Recommendations
- Retirement

Submit

- Correspondence. You can see if documents are recorded
- Education: self reported, you can enter this. Verified: you cannot enter this
- College recommendation: If you graduated/completed your program and if your workshops are done, you can contact Helen Spencer hspencer@brooklyn.cuny.edu
If you are in the Teaching Fellows/Teaching Collaborative program, contact
Dr. Martinez and Ellen Kreger Roberto.Martinez@brooklyn.cuny.edu;
EKreger@brooklyn.cuny.edu
- Work experience: you can add this. It will be relevant for professional/permanent certification. You cannot report a date in the future. You cannot edit this after you submit as far as I know.

➤ Certificates

Issued: the certification is now **official** and you can be hired! The TEACH Online Services system is the official record for all issued, expired, or revoked certificates. A paper certificate is not needed.

You can print out what you see on your account or take a screen shot.

Credential	Status	Type	Date	Exp. Date	Date	Number
Childhood Education (Grades 1-6), Emergency COVID-19	Issued	CERTIFICATE	06/26/2021	08/31/2023	N/A	1507387211

Showing 1 to 1 of 1 entries

Previous 1 Next

In the example below, the application status includes application paid: Y (yes) and “not ready for review.” You can view evaluation history.

Credential	Cert Path	Application Type	Status	Application Date	For Review Date	Evaluation History	Discipline Hold?	Application Paid?
Visual Arts, Initial Certificate	Pathway: Approved Teacher Preparation Program 05/01/2014	Certificate	Not Ready For Review	04/12/2021	N/A	View Evaluation History	N	Y

Open the most recent item in the “history.” In the example below, there is a payment. You can click on the items in the history for more information

Certificate Classroom Teacher Initial Certificate Visual Arts		
History		
History Type	Reviewer Name	Date of Evaluation
Payment	AUTH_SERV	04/12/2021 21:23:21

After you open the items in the history, you may see something like this

Requirement	Status	By	Status/Cr
Completion of a NYS Registered Program - Students With Disabilities (Birth-Grade 2)	Verified Met	OT	
Institutional Recommendation - Students With Disabilities (Birth-Grade 2)	Verified Met	OT	
New York State Teacher Certification Exam - Educating All Students Test (EAS)	Verified Met	OT	
Content Specialty Test (CST) - Multi-Subject Or Multi-Subject: Teachers of Early Childhood (Birth-Grade 2)	Unmet		
Content Specialty Test (CST) - Students With Disabilities or Safety Net Students With Disabilities	Verified Met	OT	
edTPA - Special Education	Unmet		
Workshop - Dignity For All Students Act	Verified Met	OT	
Fingerprint Clearance	Unmet		

1. Will be confirmed by #2
2. Will be recorded after your program and workshops are confirmed
3. Test data is reported by Pearson
4. Workshops: The School Violence Prevention and Identification of Child Abuse workshops are also required – see below
5. Fingerprint clearance – see below

If you do not see a manual review in the “history” section, there has not been an evaluation yet.

Any items marked “unmet” or “deficient” by the automated system will be manually evaluated or the data will be added after it is received.

Applications are evaluated in the order in which they enter “ready for review.”

➤ Are your workshops listed?

.1 School Violence Prevention 2. Identification of Child Abuse 3. DASA
The Autism workshop is needed only for some cases.

If not: do you have a previous recommendation? If there is a previous recommendation, then the workshops required at the time were credited.

2001 – 2013 School Violence Prevention and Identification of Child Abuse
2014: all three

➤ Are your fingerprints listed? If not, process or release them

More information:

Home > Academics > Schools > School of Education > Educator Certification

Educator Certification

The Brooklyn College Preparation Programs lead to New York State certification.

Refer to this website and to the Office of Teaching Initiatives site for current information, as regulations may change over time. It is important to double check all information. The information on this website is based on current resources from the New York State Department of Education Office of Teaching Initiatives (OTI) to the best of our present knowledge. Certification rules and procedures are subject to change and confirmation of the requirements for certification are based on the date of an evaluation by OTI.

Updates for New York State Certification Related to COVID-19

Please refer to the Office of Teaching Initiatives site.

Emergency COVID-19 Certificate Requirement Deadlines Extended to September 1, 2021. This certificate, if granted, will be valid for **two years**.

(new) edTPA Safety Net. The edTPA safety net has been extended, and is now available for eligible candidates ending 2020.

EDUCATOR CERTIFICATION

- Professional Fees
- New York State Certification Exams and Practice Material
- Mandated Workshops for All School Professionals
- Student Information Sheet (PDF)
- Fingerprint Verification

For some applications, documents are needed:

- Individual evaluation pathway
- Additional Classroom Teaching Certificate (Must hold a valid certificate) pathway

For applications using the Approved Teacher Preparation program pathway, documents and transcripts should not be needed.

Questions:

You can contact Helen Spencer, Certification Officer, Brooklyn College

hspencer@brooklyn.cuny.edu

Tel. 718-951-5000 x3946

