SPRING 2018 GRADUATES & PROGRAM COMPLETERS

Congratulations on completing a Queens College Education Program that leads to New York State Certification. Graduation or completion of an education program is not enough to become certified by the New York State Department of Education. You will need to be recommended for certification through the Teacher Certification Office and apply online on the NYSED TEACH System. Please apply for graduation by March 1st on the CUNYFirst system, whether you are completing a Degree or an Advanced Certificate Program.

Please submit an INSTITUTIONAL RECOMMENDATION REQUEST FORM along with copies of the required seminars.

Seminars required for Queens College Institutional Recommendation:

For Initial or Provisional Certification
1) Copy of the Child Abuse Seminar
2) Copy of the School Violence Seminar
3) Copy of the DASA (Dignity for All Students Act) Seminar
4) Copy of the School Safety Seminar
5) Copy of the Alcohol and Drug Abuse Seminar
   o Counselor Education students may substitute course ECPCE 802 - Special Issues in School Counseling for the Alcohol & Drug Abuse Seminar.

Students applying for a Professional Certification, Permanent Certification, or an Additional Certification (Previously completed an Approved Teacher Preparation Program and holds a valid NYS certificate), must have completed the DASA seminar. *Students in a Post Masters Special Ed Program are required to take the Autism seminar.

To register for seminars at Queens College contact the Professional & Continuing Studies department – 718-997-5739

- Make sure all seminar copies are signed and dated (where it says Trainee’s Signature) and all information is filled out.
- Please submit copies of your seminars and keep the originals for your records.
- Documents can be scanned (no photos please) and emailed to tcert@qc.cuny.edu, or dropped off at the Teacher Certification Office in Powdermaker Hall –Room 100G.

The Teacher Certification Office cannot recommend you for certification until we have received all of the required documentation. Document submission dates for SPRING are April 1, 2018 – May 24, 2018

WE WILL BE RECOMMENDING YOU FOR CERTIFICATION AFTER YOUR DEGREE CONFERRAL DATE / PROGRAM COMPLETION NOTATION IS POSTED ON YOUR TRANSCRIPT.

You will find all the necessary information to apply for NYS certification on our website www.qc.cuny.edu/TeacherCertification

If you have any questions please contact the Teacher Certification Office.