Dear Graduates and 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 by the Queens College Teacher Certification Office, and enter an application for certification on the NYSED TEACH Online System.

You must submit a College Recommendation Request and proof of completion of the required workshops on your Chalk and Wire account.

Please log-in to your Chalk and Wire account and look for the Teacher Certification folder in the Table of Contents.

Click on College Recommendation Request, follow the instructions to fill out the form, upload workshops, and submit the request. After you click the "Submit" button, type "Teacher Certification" in the assessor field.

Workshops required for Queens College Institutional Recommendation:

- Child Abuse workshop
- School Violence workshop
- DASA (Dignity for All Students Act) workshop
- *Special Education majors in a Post Master’s program must also submit the Autism workshop
- You can upload copies of the workshop certificates and/or you can upload a screenshot from your NYSED TEACH Account showing the completed workshops (your name must be visible in the screenshot).
- All students are required to submit proof of workshop completion even if currently NYS Certified and/or enrolled in a Professional program.

For students who do not have a Chalk and Wire Account:

Please click the following link and submit the PDF College Recommendation Request form. You can attach copies of the workshop certificates or a screenshot from your NYSED TEACH Account showing the completed workshops (your name must be visible in the screenshot). Do not submit the PDF form if you have already submitted, or will be submitting the request through Chalk and Wire.

We will be recommending you for certification after your Degree or Advanced Certificate is Awarded on your transcript.
The Teacher Certification Office cannot recommend you for certification until we receive your College Recommendation Request Form, proof that you completed all of the required workshops, and your Degree or Advanced Certificate conferral has been awarded on your transcript.

For more information on College Recommendation and the processing timeline please click the following link: College Recommendation Information

*Please note: You do not need to have your New York State Certification Examinations completed in order to receive College Recommendation.

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 or require assistance with submitting the Recommendation Request Form please email tcert@qc.cuny.edu.

If you require assistance with your Chalk and Wire account email ChalkAndWire@qc.cuny.edu.

NOTE: EdTPA Safety Net (ATS-W)
edTPA Safety Net for Certain Candidates Who Are Impacted by the COVID-19 Crisis During the Spring 2020 through Summer 2021 Terms

Note: Before emailing NYSED OTI to "apply the safety net" to their application, applicants must:

• Submit their certificate application and fee.
• Have a College Recommendation in their TEACH account matching the certificate in that application.
• Have a passing ATS-W score in their TEACH account.

Applying for the Safety Net
Candidates who are eligible for the safety net, can apply for the safety net by sending an email to examsafetynet@nysed.gov.
The email needs to include:

• Your first and last name as is appears in your TEACH account
• Your date of birth or last four digits of your social security number
• A request that the safety net be applied to your application

After receiving the email, the Office of Teaching Initiatives (OTI) staff will check that you were on a dean’s list submitted to OTI. If so, the staff will indicate on your certificate application that you are exempt from the edTPA requirement for certification.

Click link for information about the Emergency COVID-19 Certificate

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