

CERTIFICATION CHECKLIST ✓
 Create a NYSED TEACH Online Account

<https://www.highered.nysed.gov/tcert/teach/>

 Complete the NYS Required Workshops

- Child Abuse Identification and Reporting
 - School Violence Prevention and Intervention
 - DASA (Dignity for All Students Act)
- * Post Master's Special Education Programs
- Autism Workshop

<https://www.highered.nysed.gov/tcert/certificate/workshops-required-for-educator-certification.html>

 Check TEACH Account for Fingerprint Clearance

Go to *TEACH Home > Account Information > Fingerprinting*

- "We have received your fingerprint information from NYC"
OR "Your DCJS and FBI results have been received"

If TEACH does **not** have your fingerprint clearance submit an OSPRA 104 form -

<https://www.nysed.gov/sites/default/files/ospra104.pdf>

 Take Exams Required for NYS Certification <https://www.nystce.nesinc.com/>
Classroom Teacher

- Content Specialty Test (CST)
- Educating All Students (EAS)

School Counselor

- Content Specialty Test (CST)

Speech Language Pathology

- Educating All Students (EAS)

Educational Leadership

- Educating All Students (EAS)
- SBL Assessment Part 1 & 2
- SDL Assessment Part 1 & 2

School Psychology

Provisional Certificate
 No Exams

Bilingual Extension

- Bilingual Education Assessment (BEA)

DURING YOUR FINAL SEMESTER
 Apply for Graduation on CUNYFirst (Degree & Advanced Certificate completers must apply)

Graduation Application Deadlines: Spring – March 1st / Summer – July 1st / Fall – November 1st

<https://www.qc.cuny.edu/qchub/registrar/graduation-diplomas-degreeworks/>

 Submit a College Recommendation Request

Check your QC-Email for messages about recommendation & certification

<https://www.qc.cuny.edu/academics/se/college-recommendation/>

AFTER YOUR FINAL SEMESTER IS COMPLETED
 Receive Degree Conferral and College Recommendation

Your record will be reviewed by Degree Audit and the degree/advanced certificate will be "**Awarded**" on your transcript. After the degree/advanced certificate has been awarded on your transcript the College Recommendation will be entered on your TEACH Account. To view the recommendation on your TEACH Account go to *TEACH Home > Account Information > College Recommendations*.

 Enter an Application for Certification on your TEACH Account

<https://www.highered.nysed.gov/tcert/certificate/apply.html>

 Check your TEACH Account to View Application Status or Issued Certificate

<https://www.highered.nysed.gov/tcert/certificate/status.html>

Go to *TEACH Home > Account Information > Certificates*