



INITIAL ELEMENTARY, PHYSICAL AND ADOLESCENCE CERTIFICATION CHECKLIST

Fingerprint Clearance: Proof of fingerprinting will be required PRIOR to Student Teaching (*must* be done before you can substitute teach in any NYS district). Inked prints are no longer used for certification purposes --- digital fingerprints only. (Those with fingerprints already cleared in the TEACH system do not need to be re-printed because of these procedural changes.)

Certification Examinations: All candidates for certification must complete the EAS and appropriate CST(s).

New York State Teacher Certification Exam (NYSTCE) registration is available on line at: www.nystce.nesinc.com.

TEACH Account: Go to www.highered.nysed.gov/tcert/teach. Use a permanent home address and email address. Be sure to record your username and password and keep in a safe place for future reference.

*Be sure all information in your TEACH account matches the information used for your certification exams EXACTLY.

(ex. If your TEACH account includes your middle initial, you should use your middle initial for everything else)

Username: _____ Password: _____

*Be sure all information used to register for your certification exams matches the information used for your TEACH account EXACTLY.

Waiver Form: Complete and sign an Authorization to Release Information for Submission of Teacher Certification Recommendation.

Required Workshops: Attendance and completion of the following workshops.

- EDUC 099A: Safe Schools Workshop
- EDUC 099B: Child Abuse Prevention Workshop
- EDUC 099D: Cultural Diversity Workshop
- EDUC 099F: DASA Anti-bullying Workshop

Candidates will be recommended for initial certification after transcripts are finalized.
