



**BUFFALO STATE**  
The State University of New York

## Applying for Initial Business & Marketing Certification on TEACH

Go to [www.highered.nysed.gov/tcert/teach](http://www.highered.nysed.gov/tcert/teach)

Log on to TEACH with your username and password

Click on “TEACH Online Services”

Click on “Apply for Certificate”

Make selections from drop boxes to select certificate title:

Area of Interest: Classroom Teacher  
Subject Area: Business and Marketing  
Grade Level: PreK-12 – All Grades  
Title: Business and Marketing  
Type of Certificate: Initial Certificate

Answer yes to question re: approved teacher prep program and enter program code (see below)

Answer “moral character” questions and electronically sign affidavit

Submit payment for application (\$50 online using a credit card)

<b><u>PROGRAM CODES</u></b>		
	Bachelor of Science	Post-Baccalaureate
Business & Marketing Education	<b>23388</b>	<b>23437</b>

Be sure to send the **Release Authorization** form to the Teacher Certification Office in Chase Hall, Room 222. To access the release form and for information regarding certification requirements, go to:

**<http://teachercertification.buffalostate.edu/>**