Applying for Initial CTE Certification Grades 7-12 on TEACH

Go to 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: Career and Technical Teacher
Subject Area: Select appropriate subject area
Grade Level: Adolescent Grades 7- 12
Title: Select appropriate title
Type of Certificate: Initial Certificate

Answer NO to question regarding an approved teacher prep program and leave the program code box blank

Select the pathway that matches your educational and occupational background

Answer "moral character" questions and electronically sign affidavit

Submit payment for application ($100 online using a credit card)

Please read through NYSED's guidance for submitting transcripts:
http://www.highered.nysed.gov/tcert/certificate/transcripts.html

To request Buffalo State transcripts, go to: https://registrar.buffalostate.edu/transcript-ordering
Be sure to select 'Add an Attachment' and upload a letter requesting that the Registrar's Office include an official document reflecting your full date of birth, last four digits of your SSN, and your name as it appears on your TEACH account.

Occupational experience must be documented using the instructions found on TEACH:
http://www.highered.nysed.gov/tcert/certificate/cte/occupational-experience.html

Please note that certification requirements are subject to change at any time and without notice.

For information regarding certification requirements, go to https://teachercertification.buffalostate.edu/