

## **Apply for Childhood Grades 1-6 Certificate on TEACH with Valid Early Childhood Birth – Grade 2 Certificate**

If you hold Initial New York State Certification in Early Childhood Birth – Grade 2, you may wish to add certification in Childhood Grades 1-6.

The current requirements to add certification in Childhood Grades 1-6 are 6 credits of coursework that is specifically at the Childhood developmental level, the Content Specialty Test (CST) Multisubject for Childhood, and the Child Abuse Identification Second Update workshop.

You may have already completed coursework that is acceptable to add the Childhood title. You will want to apply for the certificate and receive an official evaluation from the BOCES office before registering for additional coursework.

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

Log on to TEACH with your username and password

Select “TEACH Online Services”

Select “Apply for Certificate”

Make selections from the drop boxes to select certificate title:

Area of Interest: Classroom Teacher

Subject Area: Childhood Education

Grade Level: Childhood Grades 1 - 6

Title: Childhood Education Grades 1- 6

Type of Certificate: Initial Certificate or Professional if you Professional Early Childhood

Answer **NO** to the question regarding enrollment in or completion of an approved teacher preparation program for this title and leave the program code blank

Answer no to question regarding a teaching certificate in another state

Answer no to question regarding initial to professional certification if this question appears

Select the **Additional Classroom Teaching Certificate** pathway for this title

Select BOCES to process your application. Select the school district in which you live or teach to direct you to the appropriate BOCES. BOCES will complete an official evaluation and send you a letter telling you which requirements are missing. Upon completion of the missing requirements, the evaluation may be updated at no additional cost.

Answer the moral character questions and electronically sign affidavit

Submit \$100 application fee online using a credit card

You will need to send transcripts that reflect the required coursework to NYSED

Please read through NYSED’s guidance for [Submitting College Transcripts](http://www.highered.nysed.gov/tcert/certificate/transcripts.html) (<http://www.highered.nysed.gov/tcert/certificate/transcripts.html>)

Request Buffalo State University transcripts from the [Registrar](https://registrar.buffalostate.edu/transcript-ordering) (<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.

**Certification requirements are subject to change at any time and without notice**