



Apply for Initial / Professional Literacy Certification on TEACH

Before applying on TEACH, submit the Online Release Authorization Form found under Quick Links at [Teacher Certification Office \(www.teachercertification.buffalostate.edu\)](http://www.teachercertification.buffalostate.edu)

Go to [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 the following selections from the drop boxes for Literacy Birth – 6:

Area of Interest: Classroom Teacher

Subject Area: Literacy

Grade Level: Birth – Grade 6

Title: Literacy (Birth – 6)

Type of Certificate: Initial Certificate (Professional if you have 3 years teaching experience)

Make the following selections from the drop boxes for Literacy 5 – 12:

Area of Interest: Classroom Teacher

Subject Area: Literacy

Grade Level: Grades 5 - 12

Title: Literacy (5 – 12)

Type of Certificate: Initial Certificate (Professional if you have 3 years teaching experience)

Answer yes to the question regarding enrollment in or completion of an approved teacher preparation program for this title and enter the appropriate program code from the options below

PROGRAM CODES

Literacy Birth – 6 & 5 – 12 Combined Program Master of Science in Education **43071**

Literacy Birth – 6 Master of Science in Education **43071**

* If you have completed a combined program, you will be submitting two separate applications, 1 for Literacy Birth – 6 and 1 for Literacy 5 – 12.

If the college recommendation for this title has already been posted to your TEACH account, you will not need to enter the program code. TEACH will automatically select the pathway for this application.

Answer the moral character questions and electronically sign affidavit

Submit \$50 application fee online using a credit card

Although you have received a college recommendation for Initial/Professional Literacy B-6 and 5-12, you may wish to be issued the new combined Literacy All Grades certificate. If so, do not use a program code to submit your application. Answer **NO** to the question regarding an approved teacher preparation program, leave the program code box blank, and select the **Additional Classroom Teaching Certificate** pathway

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