

Apply for Students With Disabilities (SWD) All Grades Certificate on TEACH with a Valid Certificate

If you hold valid New York State Certification, you may wish to add Students With Disabilities (SWD) All Grades certification.

Requirements may vary based upon the certificate title(s) you currently hold, when your currently valid certificate was issued, and the requirements completed at the time you earned the certificate(s) you currently hold. Typically, NYSED will be looking for the following:

- Hold a valid NYS teaching certificate
- 6 acceptable credits each in Math, Science, Social Studies and English
- 12 acceptable credits in SWD to include Foundations of Special Education, Curriculum & Instruction for SWD, Assessment of SWD, Managing the Environment for SWD
- CST-SWD
- One of the following CST-Multisubject exams: Multisubject for Childhood, Multisubject for Middle Childhood, Multisubject for Secondary
- Workshops: [Autism \(https://www.nysedworkshop.com\)](https://www.nysedworkshop.com), DASA, and Child Abuse Identification Second Update
- Fingerprint Clearance

Courses that have been accepted in the past to fulfill the SWD requirements include EXE 500, EXE 501, EXE 502, EXE 503. **You will want to receive the official evaluation and verify the acceptability of these courses with BOCES** after you apply for the certificate and before you register for coursework, as it is likely you have already completed at least one of the required SWD courses, as well as other requirements.

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 selections from the drop boxes to select certificate title:

Area of Interest: Classroom Teacher

Subject Area: Students With Disabilities

Grade Level: Pre K - 12 All Grades

Title: Students With Disabilities All Grades

Type of Certificate: Initial Certificate, or Professional if you hold valid Professional Certification

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