



I HAVE CERTIFICATION IN ONE OF THE SCIENCES (BIOLOGY, CHEMISTRY, EARTH SCIENCE, PHYSICS) AND WANT TO ADD ANOTHER SCIENCE TITLE

If you hold Initial NYS Certification in one of the Sciences (Biology 7-12, Chemistry 7-12, Earth Science 7-12, Physics 7-12), you may wish to add a second science title. To do so, you will need to apply for the additional title as an additional certificate through a BOCES Regional Certification Office. 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.

The current requirements to add a second science certificate include: valid base certificate in one science area and 18 acceptable credits in the second science area and the CST in the additional science area. **Please note that certification requirements are subject to change at any time and without notice.**

You will need to verify the acceptability of specific coursework toward the 18-credit requirement with BOCES after you apply for the certification and before you register for a course.

To apply:

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: Classroom Teacher, <additional science title>, Adolescent Grades 7-12, <additional science area> 7-12, Initial Certificate (or Professional if you hold a valid Professional base certificate)

Answer no to question re: approved teacher prep program (you will not need a program code)

Answer no to question regarding a teaching certificate in another state

Answer no to question regarding initial to professional certification (this question doesn't always appear)

Your pathway should be: Additional Science Discipline Certificate

Select BOCES to process your application

Select school district in which you live or teach (this will direct your application to appropriate BOCES Office)

Submit application fee (\$100 per certificate title online using a credit card)

Send college transcripts that show the additional science credits. Please read through NYSED's policy for transcript submission: <http://www.highered.nysed.gov/tcert/certificate/transcripts.html>

You will be requesting Buffalo State transcripts from the Registrar's Office:

<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.**

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/>