



## Apply for Additional Science Grades 7 - 12 on TEACH with Valid Biology 7-12, Chemistry 7-12, Earth Science 7-12, or Physics 7-12 Certificate

If you hold Initial New York State Certification in one of the Sciences - Biology 7-12, Chemistry 7-12, Earth Science 7-12, or Physics 7-12, you may wish to add an additional science title.

The current requirements to add an additional science certification are holding a valid base certificate in one of the science areas, 18 acceptable credits in the additional science area, the Content Specialty Test (CST) for the additional science area, and the Child Abuse Identification Second Update workshop.

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

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: Additional Science Area

Grade Level: Adolescent Grades 7 - 12

Title: Additional Science Area Grades 7 – 12

Type of Certificate: Initial or Professional if you hold a valid Professional base certificate

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 Science Discipline 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**