



BUFFALO STATE
The State University of New York

Applying for Initial Business & Marketing Certification on TEACH

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:

Area of Interest: Classroom Teacher
Subject Area: Business and Marketing
Grade Level: PreK-12 – All Grades
Title: Business and Marketing
Type of Certificate: Initial Certificate

Answer yes to question re: approved teacher prep program and enter program code (see below)

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 “moral character” questions and electronically sign affidavit

Submit payment for application (\$50 online using a credit card)

PROGRAM CODES

Business & Marketing Education Bachelor of Science **23388**

Business & Marketing Education Post-Baccalaureate **23437**

Before applying on TEACH, submit the Online Release Authorization Form. You'll find the Release Authorization form on our website, under Quick Links.