Applying for Initial TESOL Certification on TEACH

If you have completed the **Certificate of Advanced Study in TESOL**, please use the following instructions to submit your application for NYS Initial ESOL Certification:

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: English to Speakers of Other Languages
> Grade Level: PreK-12 – All Grades
> Title: English to Speakers of Other Languages
> Type of Certificate: Initial Certificate

Answer yes to question re: approved teacher prep program and enter program code: **37887**

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.

Your Pathway should be "Approved Teacher Preparation Program – Additional Certificate"

Answer "moral character" questions and electronically sign affidavit

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

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