Applying for Initial Certification in Spanish on TEACH

Determine which specific Brockport program you completed (check in Banner), paying particular attention to the name of the program you completed (Adolescence Spanish Inclusive Generalist or Adolescence Inclusive Spanish).

Go to www.highered.nysed.gov/tcert/teach

Login to TEACH with your username and password

Click on “TEACH Online Services”

Click on “Apply for Certificate”

The steps to complete the application process are:

Verify/update profile

Select Certificate(s) (see below)

Answer Questions and Sign Affidavit

Confirm and Sign Application

Make payment ($50 per title/extension)

<table>
<thead>
<tr>
<th>Bachelor of Arts</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adolescence Spanish Inclusive Generalist</td>
<td>26780</td>
</tr>
<tr>
<td>Adolescence Inclusive Spanish</td>
<td>60420</td>
</tr>
</tbody>
</table>

*You have completed a program that includes a Students with Disabilities Certificate. You will submit and pay for a separate application for that certificate. You will use the same program code.

**You have completed a program that includes a 5-6 Extension. You will submit and pay for a separate application for the 5-6 Extension. You will use the same program code.

See following page(s) for TEACH drop box selections used when applying for certificate(s).

revised 8.14.14
IF YOUR PROGRAM IS ADOLESCENCE SPANISH INCLUSIVE GENERALIST:

Make the following selections from the drop boxes for **Spanish Grades 7 – 12:**
Area of Interest: Classroom Teacher – Foreign Languages
Subject Area: Spanish
Grade Level: Adolescent - Grades 7-12
Title: Spanish 7-12
Type of Certificate: Initial Certificate

Make the following selections from the drop boxes for **Classroom Teacher Extensions 5-6-Spanish:**
Area of Interest: Classroom Teacher Extensions – Foreign Languages
Subject Area: Spanish
Grade Level: Grades 5-6
Title: Spanish 5-6 Extension
Type of Certificate: Initial Extension Annotation

Make the following selections from the drop boxes for **Students with Disabilities Grades 7-12 - Generalist:**
Area of Interest: Classroom Teacher
Subject Area: Students with Disabilities
Grade Level: Adolescent - Grades 7-12
Title: Students with Disabilities - Grades 7-12 - Generalist
Type of Certificate: Initial Certificate

IF YOUR PROGRAM IS ADOLESCENCE INCLUSIVE SPANISH:

Make the following selections from the drop boxes for **Spanish Grades 7 – 12:**
Area of Interest: Classroom Teacher – Foreign Languages
Subject Area: Spanish
Grade Level: Adolescent - Grades 7-12
Title: Spanish 7-12
Type of Certificate: Initial Certificate

Make the following selections from the drop boxes for **Students with Disabilities Grades 7-12 – Spanish:**
Area of Interest: Classroom Teacher – Foreign Languages
Subject Area: Spanish
Grade Level: Adolescent - Grades 7-12
Title: Students with Disabilities – Grades 7-12 – Spanish
Type of Certificate: Initial Certificate

Make the following selections from the drop boxes for **Classroom Teacher Extensions 5-6-Spanish:**
Area of Interest: Classroom Teacher Extensions – Foreign Languages
Subject Area: Spanish
Grade Level: Grades 5-6
Title: Spanish 5-6 Ext
Type of Certificate: Initial Extension Annotation

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