Teach Registration:

1. Log in or Create an Account (First time users ONLY)

http://www.highered.nysed.gov/tcert/teach/

For Help with your account, click here and follow the directions. Only NYSED can resolve Username and Password issues, including helping you with multiple accounts issues.

2. After logging in, you can access your TEACH account by clicking on this icon...
3. Click on “View Registration Status” to begin the process.

4. This is the registration screen which will be followed by a series of questions to answer once you choose, “Yes, I would like to Register”
5. After registration is complete, you will be prompted to update your personal information. Follow the link to ensure that your name, address, employment information, education, and certification information is accurate. 

**It is important to update your last name to match your legal name at this time.**

Thank you for completing the registration process! Your registration status is REGISTERED. This status will be displayed on the profile section of TEACH with the expiration date of your registration period.

If you hold a Professional or Teaching Assistant Level III certificate and are practicing in a New York State public school or BOCES, you are required to complete 100 hours of Continuing Teacher and Leader Education from an approved sponsor for every 5 year registration period. More information regarding this requirement can be found at Teach Registration Information. This status will be displayed on the profile section of TEACH with the expiration date of your registration period.

**Notification of name and/or address change**

Any change of name or address must be updated in TEACH within thirty days of any such change. If you fail to inform the Department of your new address or name, you may be subject to a moral character review. For more information regarding name changes in the TEACH system go to: TEACH Name Change Information. Click here to continue.

6. Upon completion of your registration, return to the screen in step 3, click on “View Registration Status” and screen shot or take a photo of the image below which includes, your name, current registration status, current registration period, and certificate information. **You will need to forward this screen shot/photo to your PDSG rep.**