



Teaching Assistant Certification in New York State

Requirements for the Level I Teaching Assistant certificate:

- ◆ ***Proof of a high school diploma/high school equivalency or a college degree***
This proof can be submitted in one of the following ways:
 - * E-mail me a copy of your high school diploma, or high school equivalency diploma.
 - * Have your high school e-mail an official transcript to me.
 - * Have your college e-mail an official transcript to me that shows you were awarded a degree.
- ◆ ***[Child abuse identification workshop](#)***
- ◆ ***[School violence \(SAVE\) workshop](#)***
- ◆ ***[Dignity for All Students Act \(DASA\) workshop](#)***
- ◆ ***[Assessment of Teaching Assistant skills \(ATAS\) exam](#)***
- ◆ ***[Fingerprint clearance](#)***
- ◆ After you have met all requirements for certification, the final step is to apply for your certificate via **[TEACH](#)**.

Types of Teaching Assistant (TA) certification:

Level I is valid for three years while you meet the requirements for Level II or Level III. This level of TA certificate can be renewed **ONCE** for an additional three years if you are unable to get the college credits or experience needed for the next level.

Level II is valid for three years while you meet the requirements for Level III. Requirements for this level are one year of teaching assistant experience under the Level I TA certificate as well as at least 9 college credits. This level **CANNOT** be renewed.

Level III is continuously valid as long as you obtain the CTLE (Continuing Teacher/Leader education) hours as required by New York State. More information on this can be found **here**. Requirements for this level are one year of teaching assistant experience and at least 18 college credits.

Pre-Professional is for those enrolled in a NYS college teacher preparation program.

Frequently asked questions

Q—If I have a college degree, do I have to start at Level 1?

A—Everyone has to start at Level 1, regardless of educational preparation, with the exception of certified teachers who have teaching experience. Those with at least 18 college credits can skip Level II and go right to Level III once they meet the experience requirement under Level I.

Q—What types of college credits do I need for Level II or Level III?

A—College credits can be in any subject/area that is applicable toward a college degree. They do not have to be in education.

Q—How long does it take to get certified?

A—That depends on how quickly you are able to meet the requirements, submit your documentation, apply and pay for your certification. After that, it may take several weeks for the NYS Education Department to review your application.

Q—How will I know when my certificate has been issued?

A—The NYS Education Department does not print or mail Level I or Level II TA certificates. Monitor your TEACH account for updates.

For more information, contact CiTi BOCES Regional Certification Officer, Lisa Spencer, at **lspencer@citiboces.org** or the New York State Education Department at **tcert@nysed.gov**.