

CRITERIA FOR RECOMMENDATION

The Regulations of the Commissioner of Education

8NYCRR 80.2 (k)

Certification by completion of an approved program of preparation

A teaching certification may be issued to a candidate who has completed preparation at an institution or institutions having a program for the preparation of teachers and other school personnel that is registered by the State Education Department provided that the candidate is recommended for that certificate by the institution or institutions where the program was completed. Programs for which registration is sought will be evaluated according to standards and procedures determined by the Commissioner.

The application for certificate via institutional recommendation is to be used in recommending for New York State certification only those individuals who have completed in its entirety the program of preparation as registered for purposes of teacher certification and on file in this Department. Similarly, only those who have completed in its entirety a program leading to dual certification, i.e., certification in two fields and identified as such in the Department's Inventory of Registered Programs, may be recommended for two certificates. In these cases, only one application with one transcript of study need be submitted but two fees of fifty dollars (\$50) each are required. In the space provided in section 14 of this application, please indicate the specific program number (from the New York State Education Department's Inventory of Registered Programs) of the program completed by the individual you are recommending for certification. Failure to accurately record the program may delay the processing of the application.

Individuals who have not completed in its entirety the registered program or those who have completed only the minimum requirements in accordance with Part 80 of the Commissioner's Regulations cannot be granted State certification through submission of this application. Rather, such individuals must file an application for certificate via transcript evaluation directly with the Office of Teaching Initiatives in Albany. The fee for an application for certificate via transcript evaluation is \$100 for each certificate title for which application is made. You may recommend candidates for certification only in the certificate title and forms (Initial, Professional, or Transitional) for which your institution maintains a registered program of teacher preparation and only those individuals who have completed a registered program in its entirety. This application cannot be processed in instances where the recommending institution is not shown on the Department's Inventory of Registered Programs as having a program registered for the form and certificate title identified in section 14 of the application.