

Teaching Assistant Process

Training in Identification & Reporting of Child Abuse and the School Violence Prevention Courses can be taken online at www.accesscontinuingeducation.com There is a fee for these courses.

Teaching Assistant Certification Requirements

At each level, candidate must complete an Application for Teaching Assistant Certificate and submit it to NYSED (non-refundable application fee applies).

Level of Certification	Requirements	Who is Responsible?
Level I		
Valid for 3 years from effective date. Renewable for 3 additional years upon proof of experience requirement and Superintendent's verification of employee's continued employment.	<ul style="list-style-type: none"> • High school diploma or equivalent • Passing score on Assessment of TA Skills test (ATAS) (http://www.nystce.nesinc.com) • Fingerprint supported criminal history background check by NYSED • Training in identification and reporting of suspected child abuse & maltreatment from a NYSED approved provider • School violence prevention & intervention training (2 hours) • Dignity for All Students Course (DASA) offered by Questar III • Apply online at TEACH (nysed.gov) for TA license 	Employee is responsible for application process.
Level II		
Valid for 3 years from effective date. Not renewable.	<ul style="list-style-type: none"> • Requirements met as listed for Level I • A total of nine semester hours of collegiate study • Employment as a TA for one FTE year under a Level I temporary or continuing TA license. <i>The NYSED has determined that the 1 year experience has to be the equivalent of full time or 180 days.</i> 	Employee is responsible for application process.
Level III		
Continuously valid. Proof of 75-hour professional development requirement every 5 years to maintain validity.	<ul style="list-style-type: none"> • Requirements met as listed for Levels I & II • A total 18 semester hours of collegiate study 	Employee is responsible for application process. District responsible for reporting professional development to NYSED.
Pre-professional certificate		
Valid for 5 years from effective date. Renewable upon proof of matriculation in a program leading to teacher certification and 30 semester hours of coursework in such program during the preceding 5-year period.	<ul style="list-style-type: none"> • Requirements met as listed for Levels I, II & III • Matriculation in a program registered as leading to teacher certification. 	Employee is responsible for application process and reporting professional development to NYSED.

Note: A candidate for a TA certificate who already holds a valid NYS teaching certificate is not required to take the ATAS or hold a teaching assistant certificate to work as a teaching assistant.