#### Eastern Suffolk BOCES Regional Certification Office

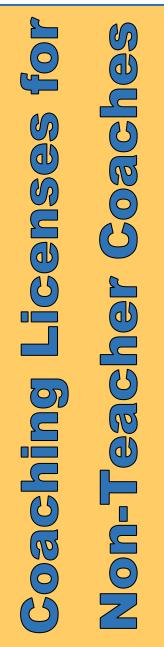
201 Sunrise Highway Patchogue, New York 11772

(631) 687-3020

#### teachercert@esboces.org



Educational Services That Transform Lives



## TEMPORARY and PROFESSIONAL COACHING LICENSE REQUIREMENTS

All non-teacher coaches, including unpaid volunteer coaches, need to obtain a coaching license. Certified teachers, pupil personnel service providers, and school leaders should not apply for a coaching license.

Applications must be submitted electronically via the NYSED Office of Teaching Initiatives TEACH website at <u>www.highered.nysed.gov/tcert/</u>.

If you do not have a TEACH Online Services account, you will need to create one. If you previously created an account that you are unable to access, contact TEACH Help at <u>teachhelp@nysed.gov</u>.

➤ Log in to your TEACH account and submit an application for the appropriate sport-specific coaching license. Assign the application to Eastern Suffolk BOCES for review. The application fee of \$50.00 must be paid online with a credit card.

Submit required documentation to the Eastern Suffolk BOCES Certification Office. All documentation submitted must include your full name as it appears on TEACH and your identifying information (partial SSN and/or DOB).

#### Temporary (valid for 1 year)

- ✓ First Aid certificate
- ✓ CPR certificate

#### 1<sup>st</sup> Renewal (valid for 1 year)

- ✓ First Aid certificate
- ✓ CPR certificate

### 2<sup>nd</sup>-4<sup>th</sup> Renewal (valid for 1 year)

- ✓ First Aid certificate
- ✓ CPR certificate
- ✓ Philosophy of Athletics course
  or NFHS Levels 1 & 2

#### Professional (valid for 3 years)

- ✓ First Aid certificate
- ✓ CPR certificate
- ✓ Health Sciences and Theory & Techniques courses or NFHS Level 3 and sport-specific internship
- ✓ Coaching Evaluation form

### Professional Renewal (valid for 3 years)

- ✓ First Aid certificate
- ✓ CPR certificate
- ✓ Coaching Evaluation form

➤ A list of NYS-approved First Aid and CPR courses can be found at <u>www.nysed.gov/curriculum-instruction/athletics-and-coaching</u>.

➤ Complete the three required workshops: Child Abuse Identification and Reporting, School Violence Prevention and Intervention, and Dignity For All Students Act (DASA). A list of approved providers for each workshop can be found at <u>www.highered.nysed.gov/tcert/certificate/workshops-required-for-</u><u>educator-certification.html</u>. Cost varies by provider.

Apply for fingerprint clearance through MorphoTrust at <u>www.identogo.com</u> using Service Code **14ZGQT**. The cost is **\$101.75**.

➤ Employing school district must enter a recommendation on TEACH for Temporary, 1<sup>st</sup> Renewal, and 2<sup>nd</sup>-4<sup>th</sup> Renewal applications.

# CONTACT THE EASTERN SUFFOLK BOCES CERTIFICATION OFFICE WITH QUESTIONS