

TEACH Accounts, TEACH IDs, and Name Changes

(Updated October 2018)

The Office of Teaching Initiatives (OTI) vs. The Office of Information and Reporting Services (IRS)

The Office of Teaching Initiatives provides support to educators with:

- TEACH IDs;
- TEACH accounts (the TEACH System);
- Teacher certification; and
- Continuing Teacher and Leader Education (CTLE) requirements.

The Office of Information and Reporting Services is responsible for:

- Collecting and reporting data for school districts, public schools, charter schools, and nonpublic schools in NYS;
- The Teacher Access and Authorization System (TAA- ePMF and Teacher Student Roster Verification Application (TSRV)); and
- Other various data collection systems and reports.

In order to access the Teacher Access and Authorization System (TAA), an educator must have a TEACH ID from OTI, IRS does not create or provide TEACH IDs. Additionally, IRS does not have access to the TEACH System and OTI does not have access to the TAA System.

Does a teacher, leader or other certified school personnel have a teacher ID?

If a teacher, leader or other certified school personnel has gained NYS certification since 1982, there will be a TEACH account. The person may or may not have a user ID and password to access their TEACH account.

If a teacher, leader or other certified school personnel gained NYS certification prior to 1983, the person may or may not have a TEACH account. If the person does have a TEACH account, the person may or may not have a user ID and password to access their TEACH account.

If a teacher, leader or other certified school personnel applied for certification on or after July 1, 2006, the person will have a TEACH account and a user ID and password to access their TEACH account.

If a teacher, leader or other certified school personnel applied for certification prior to July 1, 2006, the person may have created a user ID and password to access their TEACH account.

How do I change my last name in the Teacher Access and Authorization system?

You would have to contact the Office of Teaching Initiatives (TEACH) regarding this matter.

The name on your PMF BEDS form is derived from the Teacher certification database. This was what you used when you registered for your TEACH account (teacher certification). As long as the DOB, SSN, and

TEACH ID are the same, then there will be no effect on the roster or ePMF (BEDS form) in regard to the name difference. You will not be able to change your name in the TAA application, you will have to do this with the TEACH Office, please contact them at (518) 474-3901. Once you change it there, it will update in TAA.

Please visit: <http://www.highered.nysed.gov/tcert/namechg.html>

If a person believes she created a User ID and password at one time and does not remember the User ID, they should first try to find their user ID by using this link: <https://my.ny.gov/bin/MyNy> .

If a person believes he created a User ID and password at one time and does not remember the password, their password must be reset by using this link: <https://my.ny.gov/bin/MyNy>.

For those individuals that need to create an account and receive a TEACH ID, visit: <http://www.highered.nysed.gov/tcert/> and self-register with TEACH.

TEACH help line: 518-474-3901

TEACH help email: teachhelp@nysed.gov or go to:

<https://secureforms.nysed.gov/ohe/tcert/technical.cfm>