HOFSTRA
UNIVERSITY

School of Education

You must be

FINGERPRINTED

before your FIRST Field Placement

Most school districts and educational institutions across the metropolitan New York area are now requiring that all observers, student teachers, interns, or externs receive fingerprint clearance before they are permitted to enter a school setting. As a consequence of this, you must apply for fingerprint clearance upon acceptance to your program and prior to any school placement that is necessary for your teacher certification program. <u>We are unable to proceed with any field placements without proof of fingerprinting.</u> To schedule a fingerprinting appointment through MorphoTrust/IDEMIA, go to this link: https://uenroll.identogo.com/workflows/14ZGQT or call MorphoTrust at 877-472-6915. Use the following Service Code: 14ZGQT. The fingerprint fee as of 1/1/22 is $101.75. Within 2-3 days of actual fingerprinting, clearance will be uploaded to your TEACH account.

For further information, contact:
Office of Field Placement
Nikkia Jones-Facey
240 Hagedorn Hall
516-463-5746
Nikkia.S.Jones@hofstra.edu

How to Create a Teach Account

1.Search TEACH

TEACH System System :OTI:NYSED

www.highered.nysed.gov/tcert/teach/

2. What the page will look like.

NYSED

[_____] Search OTI

Office of Teaching Initiatives

- Teaching in NY
- Educator Resources
- Certification
- Fingerprinting
- TEACH System
- Topics A-Z

TEACH System

- List of TEACH Services
- Frequently Asked Questions about Your TEACH Account
- TEACH Resources
- Report Problems Using TEACH

NYSED / Higher Ed / OTI / TEACH System

TEACH System

What is the TEACH system? go to List of TEACH Services

STEP 1: Self-Register create a Login Account.

You must create a login account to access TEACH System system.

Having trouble logging into the TEACH System?

STEP 2: LOGIN to TEACH to access your information and TEACH System.

Forgot your TEACH username or password?

School Employers and College Administrators

If you represent a New York State College/University or School or BOCES and need administrative access to the TEACH System

Go to TEACH Resources.

How To Check Fingerprinting

Go to www.highered.nysed.gov/tcert/

If you do not have a TEACH online account, you must create one.

Log into TEACH online

Go to TEACH online services

TEACH Home

Profile Links

Inquiry Links

Online Application

Payment Links

Retiree Links

Under Inquiry links, go to "Account Information"

Select Information you want to view

Education
Work Experience
Certificates
Correspondence
Contact History
Fingerprinting
Test Scores
Workshops
Superintendent Statements
College Recommendations
Retirement

Select Fingerprinting and then hit "go"

Fingerprinting
Test Scores
Workshops
Superintendent Statements
College Recommendations
Retirement

Your DCJS and FBI results have been received.

Fingerprint Information

Application Type | Application Date | Employer Name | Posi...

No Data Found

If you see "Your DCJS and FBI results have been received" it means the state has your prints on file. You can print this page out to show you have been fingerprinted.