1. Go to the TEACH system
http://eservices.nysed.gov/teach/certhelp/CertRequirementHelp.do

2. Under Select Your Certificate Title:

3. In the Select an Area of Interest pull down menu, select Other School Service

4. In the Select a Subject Area pull down menu, select Teaching Assistant

5. In the Select a Grade Level pull down menu, select Pre-K-12, all grades

6. In the Select a Title pull down menu, select Teaching Assistant

7. Under Select your Certificate Type:

8. In the Select a Type of Certificate pull down menu, select the correct certificate

9. Click on Search