

NYC Department of Education Student Teachers' online registration form – a quick guide

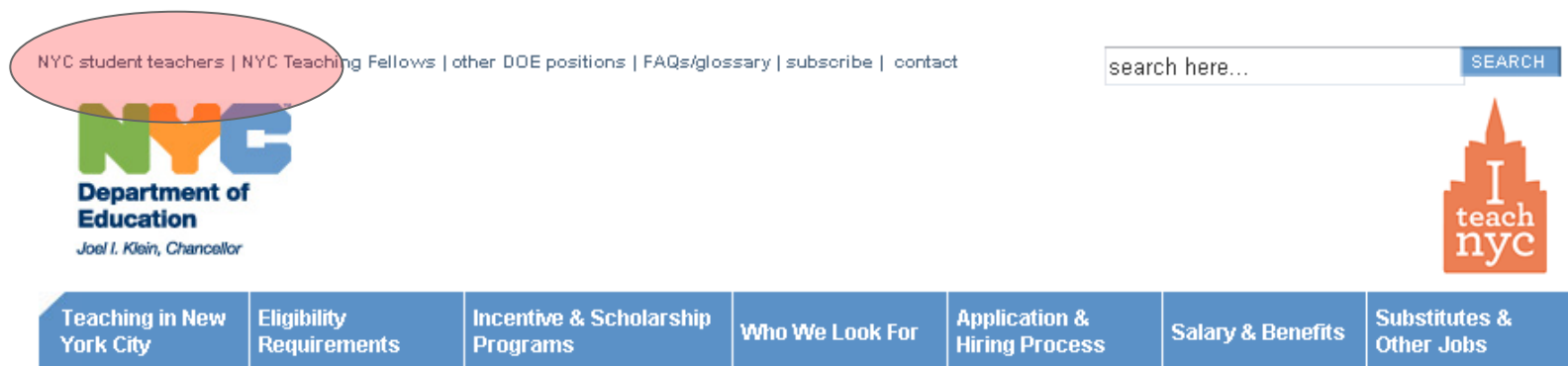


**Department of
Education**

Joel I. Klein, Chancellor

Accessing the form

Go to www.teachnyc.net and click on “NYC Student Teachers” on the upper left corner (see below). Click on the link to complete the registration form.



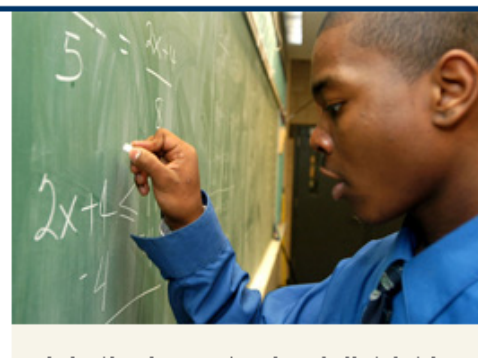
STUDENT TEACHING INITIATIVE

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[Student Teaching Initiative](#) | [Teaching and Learning Collaborative](#)

The New York City Department of Education's Student Teaching Initiative is a collaborative effort between local colleges and universities as well as in-state and out-of-state schools of education. The Student Teaching Initiative is designed to provide currently enrolled students the opportunity to have a fulfilling urban experience as a student teacher, offering support and guidance through the final stages of the traditional teacher certification process.

Student teachers in New York City public schools will have the opportunity to be an active participant and gain practical hands-on experience in an urban environment through meaningful classroom activities.



First time users and logging in



Already a member?
Login below:

User Name: (Permanent Email Address for applicants and LAN ID for principals)

Password:

[Forgot password?](#)

REGISTER NOW!

Welcome to the NYC Department of Education Online Student Teacher Registration.

Thank you for making the choice to complete your student teaching experience in a New York City public school. We are committed to providing the best possible education for all of our students and hope that your training experience will support your growth as a future teacher.

All student teachers who are completing a student teaching placement this semester (spring 2009) must complete registration prior to the start of their assignment (registration is not required for Observations and Field Work).

- For first time users ,step one in your online registration is to create an account by clicking on the "Register Now!" button.
- You may enter your school placement information at this time, or you can add this information at a later time by logging in using the username and password you created.
- If you previously completed the registration form and need to update your information, please login using the username (permanent email) and password.
- If you have problems with your username or password, please call the Teacher Support Network at 1-877-DO-TEACH (1-877-368-3224)
- Registration should take only 5 minutes.

If you have more questions about becoming a teacher in New York City, please review our website at <http://teachnyc.net> or contact studentteachercoordinator@schools.nyc.gov.

Thank you for student teaching in our schools!

REGISTER NOW!

1. If this is the first time you are entering information, click on “Register Now” to start.
2. If you already completed the registration step, and wish to update your information or add a school placement, login by using your username (email) and the password you created previously.

Completing the form

- Complete the form by filling out the requested fields – please note that required fields are marked with an asterisk (*).
- If you are an international student and do not have a Social Security number, please contact the Office of Student Teaching Initiative at (718) 935-2516
- If you have not been fingerprinted by the NYC DOE or the NY State Department of Education, please click on “Click here for instructions on getting finger printed” link on registration form.
- Click on “Submit Registration” when finished.

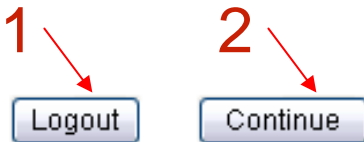
Logging out

At this point you have completed the registration step. You can either:

1. Click “Logout”, or
2. If you know your placement information at this point, then click “Continue,” enter your placement information, and then log out when finished.

Thank you for registering as a student teacher with the New York City DOE.

Your may now log out and enter your college placements later, or you may continue and enter them at this time.



The New York City Department of Education
Division of Human Resources
Office of Teacher Recruitment and Quality

Updating your information

When completing this form, if your school placement information is unknown, we require Student Teachers to add this information when it is available by logging back to the form using your username (email) and password you created.

If you have more questions about becoming a teacher in New York City, please contact studentteachercoordinator@schools.nyc.gov.

Thank you for student teaching in our schools!