Log into the TAA

NYSED.gov

Teacher Access and Authorization (TAA)

Login

Username: ❓

Password:

Login

I forgot my password
I forgot my username

Returning Users

Help is available

New Users

New to TAA? Create account here | **Create Account**

Need help with your account? | Can't login? Tap here to reset your account

New Users need to create an account. Tap on Create an account and follow the prompts on the screen. You will need your TEACH ID. An email with a link (token) will be sent to the email address provided by your school with instructions to complete the account creation process. Work at 2+ schools? You only need to create/use one account to access these via a dropdown in TAA.

Returning Users use your previous username and password. Read the following to help you remember these items or to reset your account.

Guidelines for Username/Password/Security Questions

Username is an email address. Returning users, this may not be an inactive account; it is simply spelled the same as an email address. Tap on **I forgot my username** for help. You will need your TEACH ID and to answer your security questions.

Passwords are case-sensitive. Tap on **I forgot my password** for help. The password must contain 1) a minimum of eight characters, 2)including at least one capital letter and 3) one lower case letter, 4) a special character, and 5) one number. Passwords expire every six months.

Security Questions Answers are case sensitive; if you cannot answer a question(s) consider variations of the response. I.E. though Liberty Street and Liberty St. mean the same they would are not interchangeable in your answer. If you forgot the security question answers your account will need to be reset. NYSED cannot access to your password and security questions.

Need your TEACH ID?
Your principal/data coordinator has it, or log into TEACH: http://www.highered.nysed.gov/tcert/teach/home.html

Teachers and Non-Teaching Professionals

NYSED.gov

NYSED Applications for Teachers

Tap on Your ePMF

Review and the Personnel Master File (PMF) data that has been reported to NYSED.

Non-teachers will see an assignment at the bottom once the school reports that data to SED via Level 0.

Corrections?

Personal Information

Last Name:

First Name: | Middle Initial

Please note that all changes to a teacher's name and date of birth...
additional information is available at: http://www.highered.nysed.gov/tcert/teach/home...

The following items: Last name, First name, TEACH ID, and Date of Birth are derived from the TEACH system. If some of this is incorrect, you should contact the Office of Teaching Initiatives in the Department. Website- http://www.highered.nysed.gov/

Race/Ethnicity

Are you of Hispanic origin? ○Yes ●No (If no select option below)

None or Select Race/Ethnicity... ▼
None or Select Race/Ethnicity...
American...
Asian
Black or Afr...
Native Hawaii...
White

Optional (All Staff)

Staff Snapshot Data

❓ Degree Status
❓ Professional Development: YES
❓ Number of Years Employed in This District: 5
❓ Total Years Employed (including nonpub.): 9
❓ Percent of Time Employed in This District: 100%
❓ Number of Months Employed Per Year: 10
❓ Current Annual Salary: $61,...

Data in this section is not editable here. Corrections will need to be made...
If you see an error, please contact your administrator...

The following items: Gender, Educational experience (Degree status and Professional Development), and Employment Information (Years employed in district, Total years employed, Percent time employed, Number of months employed, Current annual Salary) are derived from your district's Staff Snapshot. Please contact your administrator if there is an error in what is reported.

Location Information

I work at ● multiple locations in this district. (Uses District BEDSCODE)
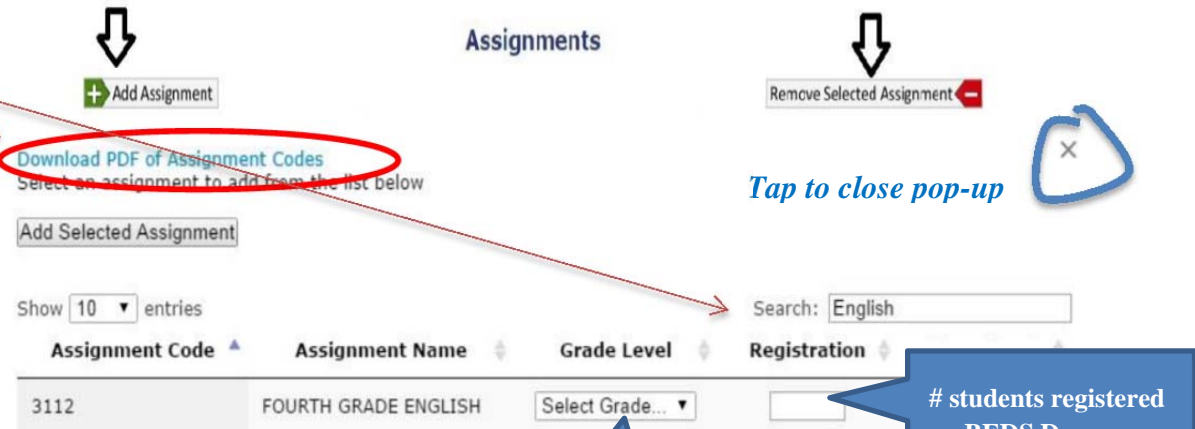○ one location in this district: Select Location ▼

Teachers only-Required

Find course codes by either downloading a PDF list or by using the search field.

If you teach multiple sections of the same class, save the same line multiple times (you will see lines added to the main screen in the background), then close the ADD ASSIGNMENT view. On the main screen tap on each line to refine the grade level and registration information for each section of the course.

DO NOT COMBINE CLASSES.

Assignments

➕ Add Assignment

Remove Selected Assignment ➖

Download PDF of Assignment Codes

Select an assignment to add from the list below

Add Selected Assignment

Tap to close pop-up

Show [10 ▼] entries   Search: [English]

Assignment Code ▲	Assignment Name	Grade Level	Registration
3112	FOURTH GRADE ENGLISH	Select Grade... ▼	

 # students registered on BEDS Day 10/4/17

If mixed grades:
E = K-5
M = 6-8
S = 9-12

Include <u>every</u> course (up to 16) that you teach with ➕ **Add Assignment.**

Report each class/section separately with the number of students in each section.

Tips for report classes in TAA

Are you a teacher of	Use code(s) for
Special Education	SPED classes 7700-7799: Reg # ONLY IEP students
PK, K-5 classes: same students all day	PK, K, Common Branch: Only 1 assignment
PK, K classes: half-day classes	PK, K: 2 assignments
Librarians	Code 7412, Show mixed grade, NO registration #
Five classes (same or different topics)	Complete 5 assignment blocks
Gen Ed with CSE students in the room	Reg # equals count of ALL students
Lab classes	Same students in both: DO NOT report lab. Lab/lecture 2 teachers: each reports class or lab
US History (not special ed)	Search for "United"
Classes at two or more schools	You will have 1 TAA account, look for each school/CSD to be listed separately

Finished? Submit

Save — You can return to edit your data later.

Submit — You will no longer be able to edit your form.