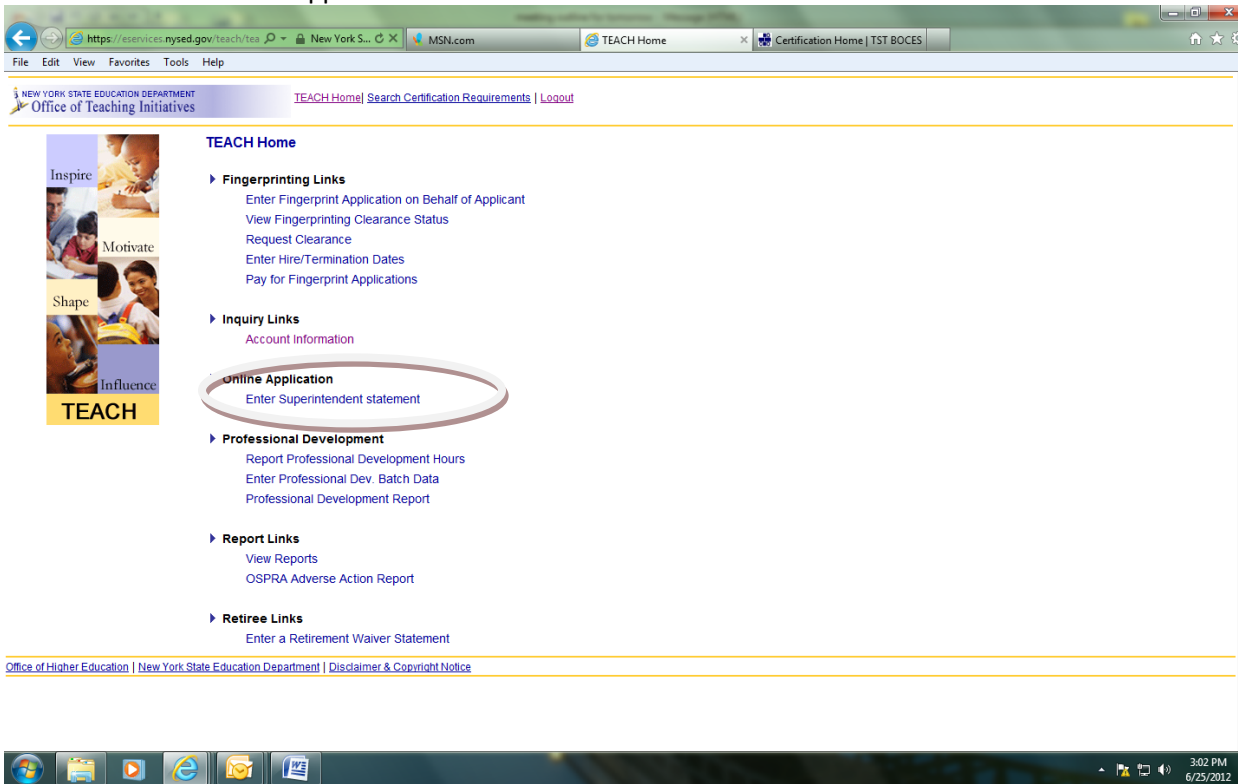
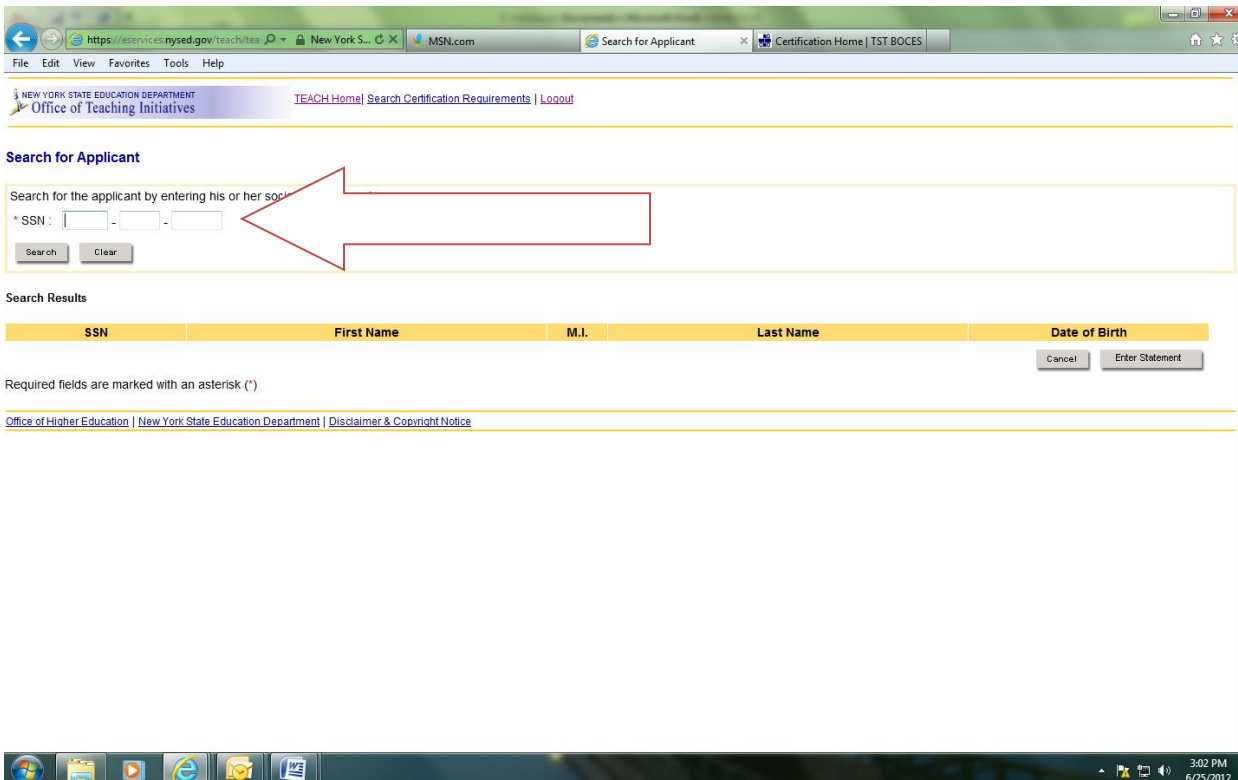


# Entering Superintendent Statements for coaching

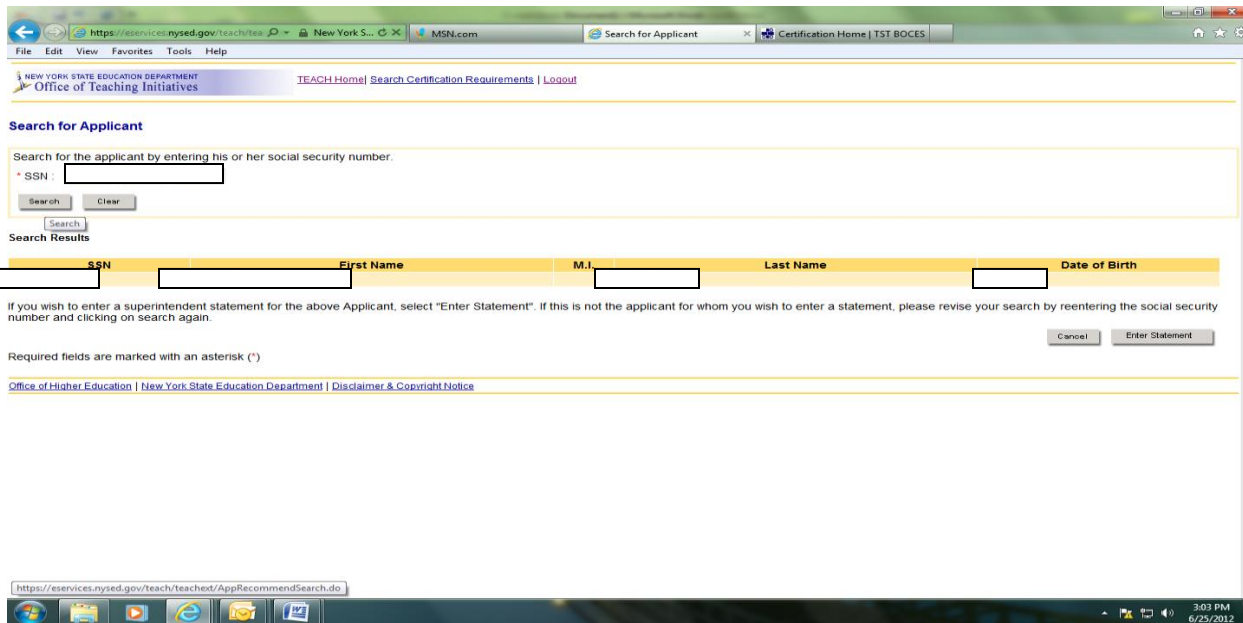
Log in to TEACH. You want to eventually get to the TEACH Home page. Click on the Enter Superintendent Statement found under the Online Application section.



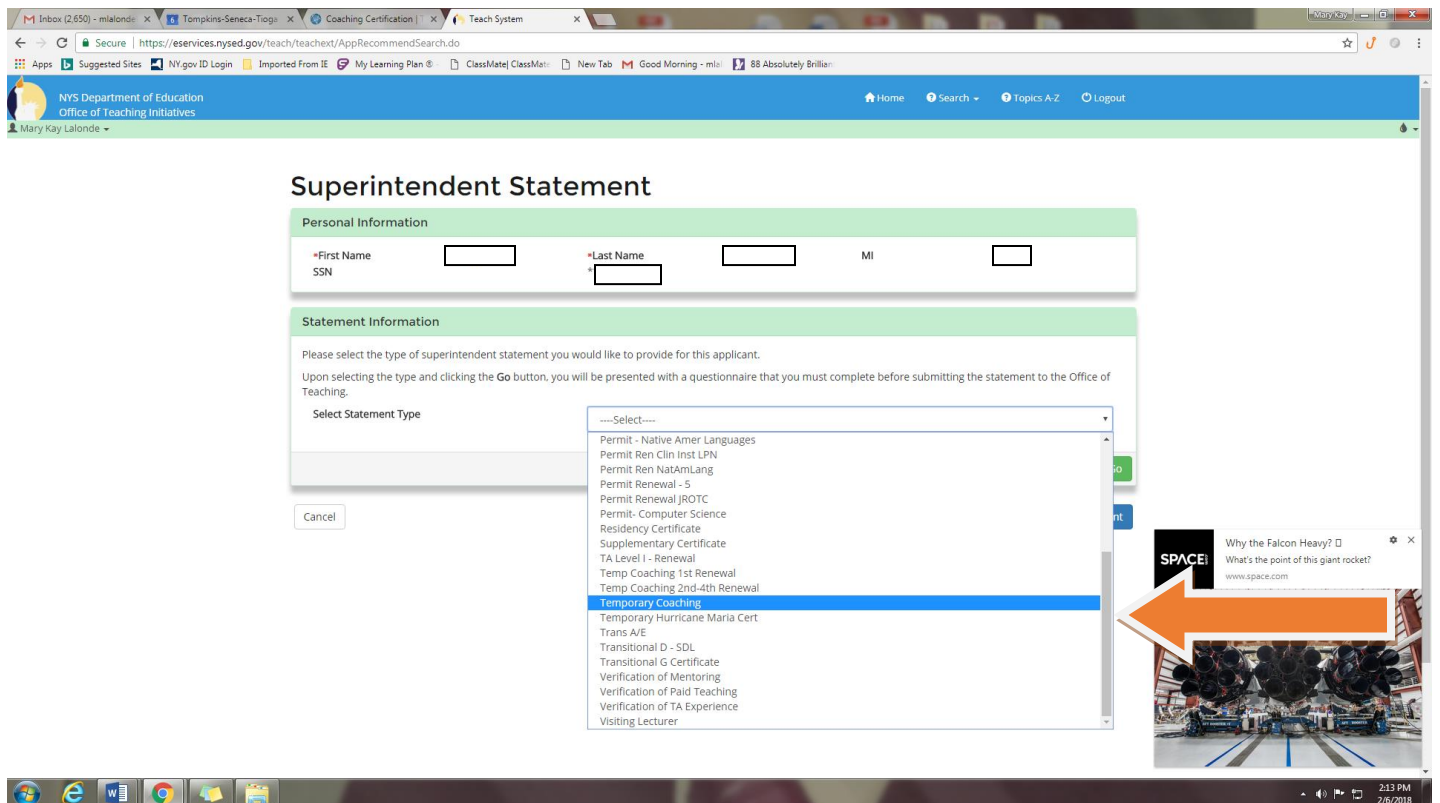
Enter the SSN of the person you need to enter the statement for



TEACH will confirm the applicants name, SSN and DOB with you – this will allow you to enter the statement for the right person (in case there was a wrong SSN number entered or some other “glitch” happened). If the search results are correct, then click on “Enter Statement box”



Select the statement type you want to enter from the pulldown menu. You'll have to scroll down or pull down the grey bar on the right to get to the Temporary Coaching options. Select the one you need then hit the “go” button”.



Teach System

Secure | https://eservices.nysed.gov/teach/teachext/SuperintendentStmnt.do

Select Statement Type: Temporary Coaching

Go

**Temporary Coaching**

\*1. Certificate Title  
Select an Area of Interest: Other School Service

Select a Subject Area: Coaching

Select a Grade Level: Adolescent - Grades 7-12

Select a Title: Coaching Softball 7-12

\*2. Certificate Type  
Select a Type of Certificate: Temporary Coaching License

\*3. Enter the School or School District where the coach will be employed

\*4. Date the candidate will become employed:

\*5. Email address of person completing this statement

\*6. I certify that the District has determined that neither (a) a certified physical education nor (b) a certified teacher in another subject area, with coaching qualifications and experience is available in accordance with Section 135.4(c)(7)(i)(c)(3) of the Regulations of the Commissioner of Education. We will maintain evidence that such individuals have not applied for the coaching position for which a waiver is sought, and that there are not readily available for recruitment the certified individuals described above to coach this sport activity.

Cancel Sign And Enter Statement

All sections must be entered (1-6) Once complete, click on the Sign and Enter Statement

Be aware that the statements are “District specific”, so the statement must only be entered by the District that will be employing as a coach (or acknowledging the person as a volunteer coach). Also, NYSED is now requiring that the certification type (the Temporary Coaching License at the appropriate level) be entered. They will not accept an incorrect license type.

\*\*Volunteer coaches are required to have coaching certification when working with any student athlete as well, so these statements must be entered for them as well. They follow the same coaching certificate levels as the Head coach or an Assistant coach ( Temporary, Temporary renewal, Temporary 2-4<sup>th</sup> renewal, Professional)