As you prepare for graduation, there are three applications for professional certificates that you may wish to complete:

1. ASHA certification
2. New York State license
3. New York State Teacher of Students with Speech and Language Disabilities (for students earning MA with curriculum track in SLP)

**General Information:**

- Each of the 3 applications requires **conferral** of your graduate degree.
- MaryAnn L. Doskocz is the UB departmental point of contact for each application.
- You may submit your application(s) prior to conferral, but they will not be processed until the Office of the Registrar has officially conferred degree.

**Specific Information:**

A. **ASHA certification** (use application found on the ASHA web site - [http://www.asha.org/certification/](http://www.asha.org/certification/))

1. Requires **CONFERRAL** of the graduate degree.
2. Requires passing score on the appropriate specialty area Praxis exam.
3. Completed and signed application + fees.
4. Submit completed cover pages (your name, address, employer, education + page 2 containing your signature) of your application + Verification by Program Director page (3 pages total) to MaryAnn L. Doskocz; upon degree conferral, these 3 pages will be U.S. mailed back to you to your address on the cover page of the application.
5. Submit UB transcript request showing conferral of graduate degree to send to ASHA.

B. **New York State license** (use application found on the Office of the Professions, New York State Education Department web site - [http://www.op.nysed.gov/prof/slpa/](http://www.op.nysed.gov/prof/slpa/))

1. Requires **CONFERRAL** of graduate degree.
2. Requires passing score on the appropriate specialty area Praxis exam.
3. Completed and signed application + fees (submit directly to Albany).
4. Submit Certification of Professional Education pages (Form 2) to MaryAnn L. Doskocz; upon degree conferral, Form 2 will go to the Office of Registrar for the University seal; the Office of the Registrar will mail your Form 2 directly to Albany.

C. **New York State Teacher of Students with Speech and Language Disabilities** (submit application online: [http://www.highered.nysed.gov/tcert/teach](http://www.highered.nysed.gov/tcert/teach))

1. Requires **CONFERRAL** of MA degree from UB.
2. Submit online application via TEACH (use State registered, approved program of preparation and the University's recommendation pathway).
3. Complete the attached Checklist for initial certification requirements, sign, and submit to MaryAnn L. Doskocz along with all required supporting documentation.

April 2016