

# The Educator Application and Certification Hub (TEACH) Maryland's new portal for educator registration guide

Please follow these steps to register and create your TEACH portal account.

1. Visit <https://certificationhub.msde.maryland.gov> and you should see the page shown below:

## MARYLAND STATE DEPARTMENT OF EDUCATION EDUCATOR CERTIFICATION

**Sign In**

Welcome to The Educator Application and Certification Hub (TEACH), Maryland's new portal for educator certification.

TEACH requires completion of a one-time registration that will provide you with a username and password for log in. If you had an account in our previous educator information system, you must register through TEACH to access your account.

[Need help getting started? Check out the Guide for Applicants.](#)

Please contact the Educator Certification office at [certinfo.msde@maryland.gov](mailto:certinfo.msde@maryland.gov) if you have any question or experience any issue with the registration or login process.

**User Name (Email)**

**Password**

[Forgot password?](#)

[Forgot username?](#)

**Log In**

**Register**

2. Click on



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### 3. Complete all required fields on the Registration page, then select 'Submit Registration'.

**IMPORTANT:** If you have held, or hold, a Maryland Educator Certificate and do not remember your username in the former MSDE Educator Information System (EIS), **please reach out to [certification@mcpsmd.org](mailto:certification@mcpsmd.org) to request your TEACH demographic information.** Utilizing your established educator information will avoid creating a duplicate account, which does not connect you to your actual MSDE records.

- Since you can update information as needed, we recommend that your primary email address be your **MCPS Outlook or Gmail email address.**
- You will be able to add a secondary email address, which we recommend would be a personal email address that you check regularly.

The image shows a screenshot of the 'Registration' form. The form is titled 'Registration' and contains several input fields and checkboxes. A red arrow points to the 'Submit Registration' button at the bottom of the form.

**Registration**

First Name\*  
First Name

I do not have a middle name

Middle Name\*  
Middle Name

Last Name\*  
Last Name

Date of Birth\*  
Date of Birth in MM/DD/YYYY format

SSN\*  
Last 4 of SSN

I do not have a Social Security Number

Email Address\*  
Email Address

Confirm Email Address\*  
Confirm Email Address

Cell Phone\*  
(000) 000-0000

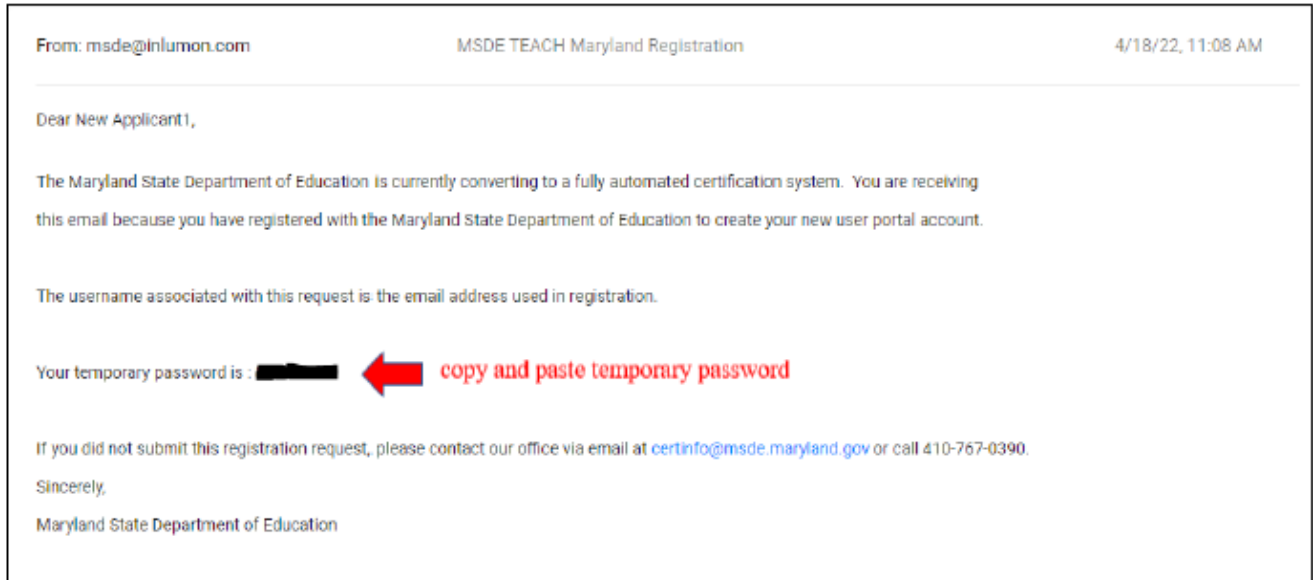
Opt out of receiving text message notification. Messaging rates may apply

**Submit Registration**

[Click here to go to Log In page](#)

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- Once submitted, you will receive an email providing a temporary password to the email address you provided during registration. Retrieve the temporary password (you might want to copy and paste it) sent to your primary email.



- Enter the primary email you provided during registration and the temporary password provided to your email and select “Log In”

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User Name (Email)

Password

[Forgot password?](#)

[Forgot username?](#)

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You will be prompted to change your password:

Change Password

Old Password

New Password

Confirm New Password

[Click here to see New Password rules](#)

Reset Password

paste the temporary password you were given here

6. Once you finish resetting your password, you will be logged into your applicant dashboard (pictured below) where you will have access to various online services

Welcome to The Educator Application and Certification Hub (TEACH) of Maryland

Application

Please select a Category of Certification

Teacher  Administrator / Supervisor  Specialist  Public Librarian  Montessori Teacher

Next

## IMPORTANT NOTES:

- **Please do not complete applications in TEACH, unless you have been directed to do so by a MCPS Certification Unit staff member.**
- When necessary, MCPS will provide explicit instructions on the TEACH application required for us to process your Maryland certificate issuance, renewal, reinstatement, and changes.
- You will have education information, employment information, and official documents in your TEACH account. Only documents added to your MSDE records **after May 2022** will be viewable to you. There are also new fields in TEACH which will only be updated when necessary. As a reminder, MCPS adds all items necessary to ensure your Maryland certificate remains in good standing.