

ASPIRE

Aspire is an online system designed to verify and track Lead Teacher and Education Director certifications. Aspire helps program leaders and the DECE ensure that Pre-K for All sites have qualified staff.

What You Need to Know

ASPIRE OVERVIEW

Aspire is New York's registry for early childhood professionals and is a part of New York Works for Children (NYWFC), the state's integrated professional development system for the early childhood and school age workforce.

The registry is an online system designed to track and promote the education, training, and experience of all those who work with young children. Aspire enables the DECE to determine whether staff at your Pre-K for All program meet all required qualifications.

All Lead Teachers and Education Directors working at your program are required to create and maintain an active profile in Aspire. Profiles contain verified information about teachers' education, employment history, training, memberships, and other professional activities.

ASPIRE REQUIREMENTS

You must use ASPIRE to track your teachers' certifications and study plans (if applicable) by adhering to the following steps.

1. New providers must create an Organization Account in Aspire.
2. All Pre-K for All lead teachers must complete their Individual Professional Profiles.
3. New staff members who are not hired by August 1st must complete an Individual Professional Profile within one week of their date of hire.
4. The manager of the Organization Account must verify employment of teaching staff and specify the official DOE class code for the classroom in which each teacher is teaching. All documentation must be submitted to Aspire. For staff hired after August 1st, the deadline is three weeks from their date of hire. After Pre-K for All classroom staff has completed their Profiles, their employment can be verified by logging into the Organization Account.
5. If any information in your Organization or Individual Professional Accounts changes throughout the school year, you are responsible for updating your account immediately.

The DECE will provide additional information each year about the deadlines by which you must complete each step listed above.

Your designated DECE Field Office will be following up to ensure that your program and teachers have completed all of the above Aspire requirements.
