

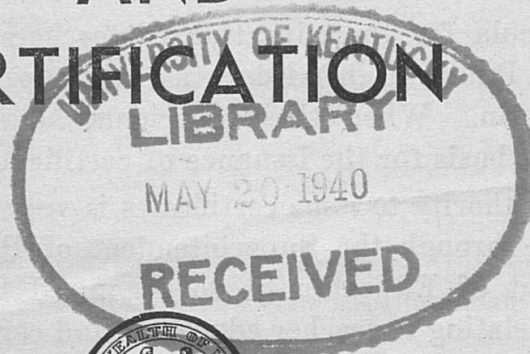
● Commonwealth of Kentucky ●  
**EDUCATIONAL BULLETIN**

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**TEACHER EDUCATION  
AND  
CERTIFICATION**



Miss Elizabeth Hanson  
Periodical Librarian  
University of Kentucky  
Lexington.

Published by Order of the  
**DEPARTMENT OF EDUCATION**  
JOHN W. BROOKER  
Superintendent of Public Instruction

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## FOREWORD

Teacher training and certification in Kentucky are administered under the rules and regulations of the Council on Public Higher Education and the State Board of Education through the professional staffs of these two bodies.

Curricula for the education of teachers are prescribed by the Council on Public Higher Education and approved by the State Board of Education. When these curricula have been approved, they become the basis for the issuance of certificates.

The authority to issue certificates is vested in the State Board of Education through the Superintendent of Public Instruction. The Department of Education is so organized that the administrative activities relating to teacher education and certification are performed in the main through the Division of Teacher Training and Certification. From time to time it becomes necessary to issue a bulletin containing the rules and regulations governing the education and certification of teachers. The last bulletin issued upon this question was published in January 1938. Since new developments have demanded additional regulations during this period, I asked Richard E. Jagers, Director of Teacher Training and Certification and his staff to prepare a bulletin which would be useful to colleges and public school administrators in guiding prospective teachers in their preparation. It is my hope that it may serve its purpose.

J. W. BROOKER, *Superintendent Public Instruction.*

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## PHILOSOPHY OF TEACHER EDUCATION

Those who have been responsible for the preparation of leaders in education have become more and more conscious of public understanding of meanings in life. The public, fortunately, is beginning to question leadership and if that leadership is worthwhile it is accepted, but when leadership does not respond then the public, again fortunately, changes its leaders. Those who prepare for leadership in education are learning that they will find no place in the scheme of things unless their services meet the demands of an honestly critical public.

Those legally responsible for prescribing the patterns for the preparation of educational leaders in Kentucky—teachers, principals, superintendents—are the Council on Public Higher Education and the State Board of Education, through the professional and technical staffs of these bodies made up of the State Director of Teacher Training and Certification and the Deans of the colleges. These bodies prescribe, not only the amount of time which must be spent in preparation, but the kind of preparation necessary for each type of position, all to the end that every person who enters any position of educational responsibility may do the kind of work for which his preparation best fits him.

The philosophy underlying the patterns of teacher preparation in Kentucky is quite clear. It is very easy to understand Kentucky's concept of what the objectives of teacher education are, what the pattern should be, and by what standards the product should be evaluated. In brief, if a teacher meets the conditions set out in the following statement he will be prepared in accordance with Kentucky's concept as expressed in her curricula:

**First**—The objective of teacher education is to make available leaders in learning who have an understanding of the purposes and functions of education in our country, and the ability to guide children at the different learning levels in the selection of worthwhile activities and experiences, and to aid children in using their abilities, aptitudes, experiences, and interests toward the achievement of their life purposes.

**Second**—The teacher must have such a broad general training and experience as will offer reasonable guarantee that he has acquired an understanding of the major problems of social life, and the implications of these problems for the children whom he guides, for his fellow workers, for the parents, and for the public in general.

**Third**—The teacher must study intensely and extensively the problems in those teaching areas and learning levels in which he is interested, for which he has aptitude, and in which there is reasonable promise that his service will be needed.

**Fourth**—The teacher must have learned to employ his knowledge and understandings in learning situations, and this implies that his preparation should include (1) an understanding of the problems connected with the growth and development of children, (2) an understanding of the organization and control of learning programs in the school, (3) knowledge and understanding of the application of methods and uses of materials, suited to different learning level, and (4) an opportunity to integrate his own educational experiences by actual teaching under competent guidance.

**Fifth**—Through a workable plan of pre-training selection, in-training guidance, and followup evaluation only those persons should be permitted to continue teaching who manifest (1) physical, mental and emotional fitness, (2) an appreciation of the science and art of living, (3) genuine interest in teaching as a profession, (4) an understanding of the implications of education as a constructive agency in maintaining and improving our American way of life, (5) capacity for becoming effective leaders of learners, (6) an aptitude for the teaching area and school level chosen, (7) satisfactory academic achievement, and (8) adequate general scholarship.

Very little has been done in Kentucky to select, in advance of college entrance, those young people who offer promise of becoming worthwhile leaders in the teaching profession. In fact no valid criteria have been found in any part of our country which will determine, in advance, who will and who will not be worthwhile. For that reason most of our selection of future teachers has been selection in training, a process in which the prospective teacher and his instructors take part, and known as guidance. In the absence of adequate measures it inevitably follows that many enter the profession who are not effective. It is impossible for the state to set up standards which will guarantee that only promising persons will enter teacher preparing institutions, but this does not relieve the state of the task of guiding-out-of-training those who are obviously unfit for teaching.

The Council on Public Higher Education has tried to set up such patterns of teacher education as will carry out the concept outlined in the foregoing statement of philosophy. The same basic concept is embodied in curricula for the education of elementary teachers, secondary teachers, and for administrators of all types. The curricula are so organized that there is reasonable guarantee that the prospective leader will have:

1. A general understanding of the major problems of social life through a general survey during the first two years in college, of

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English, Sciences, Social Sciences, Mathematics, Languages, Health, Physical Education and Safety.

2. A high degree of knowledge and skill in the teaching areas in which he is interested and for which he has aptitude, and he may choose any learning area prescribed by the State Board of Education for the public schools.
3. An understanding of the problems of teaching and learning as they affect the school, the child and the teacher, which understandings embody the study of psychology and educational psychology, organization and curriculum problems, testing and measuring, and supervised teaching.

### THE PREPARATION OF ELEMENTARY TEACHERS

The underlying philosophy of teacher education in Kentucky is the same for all types of positions in the educational field,—elementary teachers, secondary teachers, principals, supervisors of learning, supervisors of attendance, special teachers and superintendents.

**General or Core Requirements for Elementary Teachers.**—The principle that teachers should understand “The major problems of social life” applies to elementary and secondary teachers alike. To that end, the two-year and the four-year curricula for the education of elementary teachers require courses lending to this understanding. Each curriculum recognizes that there are certain learning areas which should be experienced by all teachers regardless of the time spent in the total program of preparation. The fact that a two-year curriculum is short is no reason why the general problems of social life should be neglected during this period. Then, too, those who complete the two-year curriculum usually complete later a four-year curriculum at the elementary or secondary level.

**Teaching Fields for Elementary Teachers.**—The elementary curricula provide for courses to be taken which will give training in the fields which are included in the elementary courses of study. In some instances, courses in general education within a learning area are specified in order that the prospective teacher will not fail to gain specific knowledges and understandings in the learning fields included in the elementary course of study.

Due to the fact that an elementary teacher must lead children into so many fundamental learning areas, a greater variety of experiences must be provided in his program of preparation, and due to the different types of experiences which he must have, the length of time spent in some areas must necessarily be limited.

**Professional Preparation of Elementary Teachers.**—The professional preparation of elementary teachers, to a great degree, takes

place in all phases of the curriculum, but is emphasized through the education courses. One-fifth of the work in the two-year curriculum is devoted to specific professional education and, approximately, one-fourth of the work in the four-year curriculum is devoted to education. Approximately, 80 per cent of the education requirements in the two-year curriculum, and 70 per cent of the education requirements in the four-year curriculum are made up of specified courses.

Education courses are selected in such a way that they emphasize the same three phases of professional preparation as is emphasized by the education courses in the preparation of secondary teachers, namely: the psychologies, the organization-principles-and-materials, and the integration phase represented by the supervised teaching experience.

**Educational Basis of Issuing Elementary Certificates.**—The Council on Public Higher Education and the State Board of Education have prescribed the specific requirements for the issuance of elementary certificates on the basis of principles outlined in this Bulletin. Two grades of elementary certificates are issued, namely: the Provisional Elementary certificate based upon a minimum of two years of preparation, and the Standard Elementary certificate based upon a minimum of four years of preparation. All the requirements for the Provisional Elementary certificate are included in the requirements for the Standard Elementary certificate.

**Courses and Content.**—If the purposes of the Council on Public Higher Education and the State Board of Education in their programs for the preparation of elementary teachers are to be truly effective, care should be given to the selection and organization of course materials and experiences. The major aspects of teacher education pattern should be considered.

The curriculum for the preparation of elementary teachers includes such courses as will acquaint the prospective teacher with the major problems of social life and the implications of these problems for the teacher: **English** courses include Literature for Children: and **Social Science** courses include experiences related to government, citizenship, space relations and the like. The minimum requirement in **Science** should include from 3 to 6 semester hours in General Science. **Health**, Physical Education, and Safety courses should be organized so that they relate directly to the day-to-day problems in these areas.

The elementary teacher must be able to work in all the subject fields included in the elementary curriculum, and to that end it has been necessary to prescribe in his program of preparation those sub-



jects with which he will have to work. In his preparation program, he must not only become acquainted with content of the different fields but he must learn how to select those learning experiences in these fields which may be suited to the needs of children in the elementary school, and to organize these experiences so they may contribute to child growth. He must in his program of preparation learn English, Science, Health, History, Government, Spelling, Reading, Writing, Geography, Music, Art, Arithmetic, and the like, so that he may make them function in the total program of the child.

The professional preparation should contribute to an understanding of the children in the elementary school. Psychology, Educational Psychology, and Child Psychology courses should be organized with a view to understanding child growth through organized learning programs, and how the child may be expected to behave under changing learning conditions. The course in the Fundamentals of Elementary Education should be a kind of introduction to supervised teaching, and should so be organized that the young person who expects to do supervised teaching may learn as much about the task of supervised teaching as possible before he is permitted to enter the training school to teach. Supervised teaching is the final act in the preparation of a teacher and the curriculum for elementary teachers is so organized that every opportunity possible is provided for his preparation for the task. The supervised teaching experience should not constitute a radical or spectacular break in the total preparation program, but on the other hand should be merged with methods, observation, and participation.

**Guiding Students in Training.**—The two-year curriculum makes provision for 12 semester hours of electives and the four-year curriculum makes provision for 27 to 35 semester hours of electives. Students in training should be encouraged to take their electives in those fields in which only a small amount of work is specified and in other fields which may contribute to better teaching. More work in Art and Music is needed by most teachers and they should be encouraged to take it. Guiding courses and courses in Conservation offer opportunities for broader service in the classroom. Courses in social organization and in mental hygiene offer much which may contribute to teacher growth and lead to a greater understanding of community problems.

## REGULATIONS FOR ISSUING AND RENEWING CERTIFICATES FOR TEACHING IN THE ELEMENTARY GRADES

1. The Provisional Elementary Certificate valid for three years shall be issued to a person who meets the general requirements of law and the regulations of the State Board of Education and files a transcript of standard college credits showing the completion of the following curriculum:

a. Education, including	
1. Educational Psychology or General Psychology.....	3 hours
2. Fundamentals of Elementary Education .....	4 hours
3. Supervised Student Teaching .....	3 hours
4. Elective Course in Education .....	3 hours
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Total 13 hours	
b. English, including	
1. Oral and Written Composition .....	6 hours
2. English Literature or American Literature or Survey of Literature .....	3 hours
3. Children's Literature .....	3 hours
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Total 12 hours	
c. Social Science, including	
1. American History and Citizenship (integrated) .....	6 hours
2. Or American History .....	3 hours
3. And Citizenship (separated) .....	3 hours
4. Or History of Civilization .....	6 hours
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Total 6 hours	
d. Principles of Geography .....	3 hours
e. Public School Music .....	2 hours
f. Public School Art .....	2 hours
g. Teacher's Arithmetic .....	3 hours
h. Public Hygiene and Sanitation .....	2 hours
i. Science (Biology, Chemistry, General Science, Geology, Physics) .....	5 hours
j. Physical Education .....	2 hours
k. General Agriculture, or .....	2 hours
Industrial Arts, or .....	2 hours
Home and Social Problems, or .....	2 hours
Rural Social Economy, or .....	2 hours
Principles of Sociology .....	2 hours
l. Elective .....	12 hours
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Grand Total 64 hours

2. In the issuance of the Provisional Elementary Certificate, the requirements in Supervised Student Teaching may be waived for those who have had a minimum of three years' experience teaching in the elementary grades, provided the applicant has a total of 64

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semester hours of college credit and has met all other requirements for the certificate.

3. **The Provisional Elementary Certificate** shall be issued to a person who prior to September 1, 1935, partially fulfilled the requirements for the Standard Elementary Certificate, based upon two years of college, provided that the remaining work required for the Provisional Elementary Certificate shall be selected from the curriculum for the issuance of the Provisional Elementary Certificate, which courses selected shall include three semester hours in supervised student teaching.

4. **The Provisional Elementary Certificate** may be renewed for three years after two years' teaching experience during the life of the certificate, or upon the presentation of one-half year (16 semester hours), of additional standard college or university work earned during the life of the certificate; and it may be renewed every three years thereafter upon presentation of one-half year (16 semester hours), of additional standard college or university work, earned since the last renewal provided that when this certificate is renewed upon 16 semester hours of standard college or university training, such training shall be selected from the curriculum prescribed by the Council on Public Higher Education for the issuance of the Standard Elementary Certificate.

Note.—The Provisional Elementary Certificate is **valid for teaching only in the elementary grades.**

5. **The Standard Elementary Certificate** valid for four years shall be issued to a person who meets the general requirements of law and the regulations of the State Board of Education and files a transcript of standard college credits showing the completion of the following curriculum for elementary teachers:

- a. Education, including
- |  |                |
|--|----------------|
| 1. General Psychology or Educational Psychology.....   | 3 hours        |
| 2. Fundamentals of Elementary Education .....  | 4 hours        |
| 3. Supervised Student teaching .....   | 6 hours        |
| 4. Educational Measurements .....  | 2 hours        |
| 5. Child Psychology .....  | 3 hours        |
| 6. Teaching Reading .....  | 3 hours        |
| 7. Elective in Elementary Education .....  | 3 hours        |
| 8. Elective in Administration and Supervision and/or Elementary Education and/or General Education Courses.... | 6 hours        |
|  | <hr/>          |
|  | Total 30 hours |
- b. English, including
- |                                       |         |
|---------------------------------------|---------|
| 1. Oral and Written Composition ..... | 6 hours |
|---------------------------------------|---------|

2.	American Literature or English Literature or Survey of Literature .....	3 hours
3.	Children's Literature .....	3 hours
4.	Elective .....	3 hours
	<b>Total</b>	<b>15 hours</b>
c.	Science, selected from Biology, Chemistry, General Science, Geology, Physics.....	12 hours
d.	Social Science, including	
1.	American History and Government or History of Civilization .....	6 hours
2.	Principles of Sociology or Rural Social Economy.....	3 hours
3.	History, Government, Sociology or Economics.....	6 hours
	<b>Total</b>	<b>15 hours</b>
e.	Teacher's Arithmetic .....	3 hours
f.	Art, including	
a.	Public School Art .....	2 hours
b.	Elective .....	2 hours
	<b>Total</b>	<b>4 hours</b>
g.	Music, including	
a.	Public School Music .....	2 hours
b.	Elective .....	2 hours
	<b>Total</b>	<b>4 hours</b>
h.	Public School Hygiene and Sanitation .....	2 hours
i.	Physical Education .....	2 hours
j.	Geography, including	
a.	Principles of Geography .....	3 hours
b.	Elective .....	3 hours
	<b>Total</b>	<b>6 hours</b>
k.	Elective .....	27-35 hours

Total Required—120-128 hrs. plus degree

6. **The Standard Elementary Certificate** valid for four years shall be issued to a person who partially completed the requirements for the Standard Elementary Certificate before September 1, 1935, provided that the additional work required for the completion of the four-year curriculum for the issuance of the Standard Elementary Certificate shall be selected from the prescribed courses in the approved four-year curriculum for the issuance of the Standard Elementary Certificate, and provided that six semester hours of credit shall be in supervised student teaching.

7. **The Standard Elementary Certificate** may be renewed or reissued every four years after three years' teaching experience dur-

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ing the life of the certificate, or upon one-half year of standard college or university work of graduate grade since or last renewal. If the holder fails to teach the three years required for renewal or reissuance, this certificate may be renewed or reissued upon 6 semester hours of standard college or university work of graduate grade for each year he fails to teach upon the certificate. It may be extended for life when the holder has had three years' teaching experience during the life of the certificate and has completed requirements for a Master's degree in a standard graduate school.

Note.—The Standard Elementary Certificate is valid for **teaching only** in the **elementary grades**.

8. The Standard Elementary Certificate, based upon four years of college, should be valid in grades one to eight regardless of the school organization.

### PREPARATION OF SECONDARY TEACHERS

**Professional Preparation.**—It should be pointed out that the concept of what should be included in the preparation of a teacher takes the view that the three phases of the pattern (core, areas of preparation—professional training) are not separate and disconnected but are integrated. It is assumed that during the period of general education, when the student is familiarizing himself with the major problems of social life, he will have in mind to some degree, the place of the child in the scheme of things. The social sciences—civics, social organization, and the like; the sciences—biology, health and hygiene, and physical education, all may be studied with the teaching job in mind. It is assumed that while the student is engaged in his intense study of his major area of interest he will have the child and his needs as dominating influences.

**The Child in Professional Preparation.**—Professional work if it can be separated from the students total program, is designed to bring about an understanding of the individual and social needs of children, and an understanding of the effective ways of organizing learning programs so that the needs of children may be served with the least waste.

The Prospective teacher must understand children and how they learn. Some of this understanding comes through the study of psychology, adolescent psychology, educational psychology, guidance, and the like, in the professional field, through the study of biology in the science field, and sociology in the social science field.

**The School and the Curriculum.**—The teacher must understand how learning programs are organized, the philosophy underlying the

school program, the nature and purpose of the curriculum, personnel relations, community life, social purposes, and the implications of all of these for children in the learning situation. He must know how to evaluate the work of the school as it affects the child, be willing, and have the freedom, to add to, or take from, the learning program as the needs demand.

**Student Teaching.**—To carry out the purposes implied in the two preceding paragraphs the Council requires that each teacher should take at least 12 semester hours of college work in such areas as the psychologies, principles, methods, organization, curriculum and measuring in the secondary school and in addition to this spend from 90 to 108 clock hours in laboratory experiences in which his own knowledge of the major problems of social life, skill in his field of interest and aptitudes, knowledge in the professional field, and student teaching may be integrated to the end that he may be sure of his worth as a teacher.

**Integration.**—To make the program effective every person contributing in any way to the education of teachers must have one objective in mind; namely, to develop leaders in the classroom who are able to guide children in the selection of worthwhile learning activities and experiences, and, to aid children in using their abilities, aptitudes, and interests in achieving their life purposes. The teacher of Art, or Science, or Social Science, or Mathematics, or English, or Language, or Agriculture, or Industrial Arts is as much responsible in making a good teacher out of a promising young person as the professor of psychology or Education, or the critic teacher in the training school. The three phases of the curriculum should be integrated—not taught separately.

**General or Core for Secondary Teachers.**—To guarantee that the teacher may have an understanding of the major problems of social life the Council provided for a core which should be completed by secondary teachers during the first two years of college. In general the core of the curriculum is included in the minimum requirements for graduation. In order, however, to guarantee that colleges would include adequate general education the Council set out minimum requirements for secondary teachers in the following fields:

English  
Sciences  
Social Sciences  
Health, Physical Education  
Foreign Languages or Mathematics

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The Council has not specified the content of general education in the sciences and social sciences, but there is a marked tendency in some colleges to make the first year (6 semester hours) of these courses, general introductory courses. In some colleges, however, the traditional science courses—Biology, Chemistry or Physics—are offered, and the traditional social science courses—History, Political Science, Economics, or Sociology—are offered. The purpose of the core is to orient the prospective teacher to the general problems of social life which he will likely face. Colleges which wish to experiment in the field of general education—what it should be and how it should be organized—have been given encouragement by the Council on Public Higher Education. The number of introduction to science, introduction to social sciences, and other survey courses has increased during the past three years.

**Fields of Preparation.**—Practically, every college requires its graduates to concentrate in some field of knowledge. Many colleges require more than one field of preparation. When the Council on Public Higher Education set up the requirements for teaching it followed the traditional pattern and prescribed majors and minors. The fact that the colleges were organized on the basis of departments the majors and minors set up by the Council for the preparation of teachers followed very closely these departmental groupings.

A study of teacher assignments in the smaller schools shows that those who select majors and minors from these traditional groups often find themselves assigned to teach in subject fields for which they do not have adequate preparation, and in too many instances, no preparation whatsoever. A person, for example, who majors in Chemistry, will in most instances, be required to teach in other science courses in which he has had no preparation. Another person will major in history and will be required to teach, in addition to history, such courses as government, sociology, and economics when, in many instances, he has had no preparation in these related subject fields. The major in English does not guarantee that the prospective teacher will have training in all phases of English which he is expected to teach. It is possible to have a major in English and have, relatively, no knowledge of American Literature, or Dramatics, or Speech. A person who majored in Commerce might have no training in accounting.

**Areas of Concentration.**—To meet the needs of those who will teach wholly in an area the Council on Public Higher Education has just taken steps to expand and liberalize the curriculum for the education of secondary teachers by authorizing Areas of Concentration.

Under this regulation a college may set up teacher-education curricula in such a way that a student may emphasize a major area such as social science instead of a major field such as history. A person who desires to emphasize two or three teaching fields will continue to take a major of 24 semester hours in one subject and two minors of 18 semester hours, each, in other subjects, or two majors of 24 semester hours each; but a person who desires extensive preparation in one area may take all his work in that area (48 to 54 semester hours) and be certificated in that area.

A person, who concentrates in an area, is not required to offer minors in any other field, but any single subject in which he has as much as 12 semester hours outside his area of concentration may be added to the face of his certificate.

The areas of concentration as defined by the Council on Public Higher Education were selected with three needs in mind: first, the increase in the size of the secondary schools during the past few years makes it possible for administrators to employ a teacher for leadership in each major phase of the school's program. This makes it desirable that a teacher be given opportunity to make adequate preparation for the phase of the school program for which he is responsible. Second, there is a marked tendency in the learning program to make it pupil-centered instead of subject-centered. This calls for marked ability to integrate related materials, related activities, and related interests. The teacher during his training will have actual experiences in integrated materials, activities, and interests within an area. Third, since there is a marked tendency to extend the preparation to the graduate level, extensive knowledge within a broad area will offer greater promise of an adequate background for further graduate study.

The following are considered Areas of Concentration by the Council on Public Higher Education:

Agriculture  
Art\*  
Business Education  
English  
Health and Physical Education\*  
Home Economics  
Industrial Arts\*  
Music\*  
Science  
Social Science

\* The minimum subject requirements for the following areas of concentration have not been worked out and approved: Art, Health and Physical Education, Industrial Arts, Music

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**Areas of Concentration vs. Majors.**—Colleges may continue to offer curricula on the major-minor plan, which has been in operation in the past, or they may reorganize their entire program of preparation on the basis of areas of concentration, or they organize a part of their program on the basis of majors and minors and a part of it on the basis of areas of concentration. Whatever step is taken should be thoroughly understood.

Those who take the major-minor route to preparation for teaching will continue to take two majors, or one major and two minors. After the minimum of two majors, or one major and two minors have been completed the applicant may have any additional single subject added to the face of his certificate if he offers a minimum of 12 semester hours in that subject.

Those who take the area-of-concentration route will be required to complete the work in a given area, but they are not required to have work in any field outside the area. They may, however, have added to the face of this certificate any subject in which they have had a minimum of 12 semester hours.

**Procedure in Approving Majors and Areas of Concentration.**—Each college engaged in the education of secondary teachers will work out its various majors and/or areas of concentration. They will list the courses which will be included in a major or an area of concentration on forms provided by the Division of Teacher Training and Certification. These various curricula will be filed in the Division of Teacher Training and Certification where they will be examined in the light of the requirements of the Council on Public Higher Education and the State Board of Education, and will be presented to these bodies for consideration.

## AREAS—MAJORS AND MINORS

1. **Teachers of Agriculture.**
  - a. **Area** requires the completion of the curriculum for vocational Agriculture; approximately, 62 semester hours are required in this area. No other major or minor is required.
  - b. **Major** in Agriculture, minimum of 24 semester hours. An additional major of 24 semester hours is required, or two minors of 18 semester hours, each, are required.
  - c. **Minor** in Agriculture requires 18 semester hours.
2. **Teachers of Art.**
  - a. The **Area** requires, approximately, 48 semester hours of Art, so planned that it will meet the needs of a person who will be responsible for the program of Art Education, including Art in the elementary and secondary grades, and should take into consideration training in appreciation and production, and in

training in ability to lead children in these experiences. No other major or minor is required.

- b. **Major in Art** requires a minimum of 24 semester hours and should accomplish some of the purposes as in the Area. One additional major of 24 semester hours or two minors of 18 semester hours are required.
  - c. The **Minor in Art** requires 18 semester hours so selected that it will accomplish the objective as outlined in the Area as far as possible.
3. **Business Education Teachers.**
- a. This **Area** requires a minimum of 46 semester hours, including General Business, 21 semester hours, Accounting, 8 semester hours, Secretarial Practice, 13 semester hours, and Special Methods, 4 semester hours. No additional major or minor is required.
  - b. A **Major in Business Education** requires a minimum of 24 semester hours, including subjects usually taught in the public high school. Those who take a major need to present a second major, or two minors of 18 semester hours, each.
  - c. A **Minor in Business Education** requires 18 semester hours, including subjects usually taught in the public high school.
4. **Dramatics Teachers.**
- a. Only a **minor** is offered in Dramatics. Provision is made whereby Dramatics, Journalism, and Speech may be included in the English area.
5. **English Teachers.**
- a. This **Area** requires a minimum of 48 semester hours, and shall include a minimum of 30 semester hours in Grammar, Composition, American Literature, and English Literature, and the remaining 18 semester hours may include Dramatics, Journalism, and Speech. No additional major is required.
  - b. A **Major in English** requires a minimum of 30 semester hours distributed as follows: 24 semester hours in Composition, American Literature and English Literature, and the remaining 6 semester hours may be in Dramatics, Journalism, and Speech. Those who take a major in English are required to present an additional major or two minors of 18 semester hours, each.
  - c. A **Minor in English** requires 18 semester hours, including Composition, American Literature, and English Literature.
6. **Foreign Language Teachers**
- a. A **Major** of 24 semester hours may be offered in each Foreign Language as follows: French, German, Latin, and Spanish. Those who offer a major in Foreign Languages shall present an additional major or two minors of 18 semester hours.
  - b. A **Minor** of 18 semester hours may be offered in the following Foreign Languages: French, German, Latin, and Spanish.
7. **Teachers of Health and Physical Education and Safety.**
- a. This **Area** requires, approximately, 48 semester hours and shall include those courses in Health, Physical Education, and Safety.

- which will prepare the student to teach and direct the program of the school at the elementary level and at the secondary level, and in addition to this, to prepare him to direct community recreation. No additional major is required.
- b. A Major in Health, Physical Education, and Safety, requires a minimum of 24 semester hours in courses distributed as in the area. Those who take a major must offer an additional major or two minors of 18 semester hours, each.
  - c. A Minor in Health, Physical Education, and Safety, requires a minimum of 18 semester hours, distributed as in an area or a major.
8. **Home Economics Teachers.**
- a. This Area requires the completion of the curriculum prescribed for Vocational teachers by the State of Kentucky. No additional major is required.
  - b. A Major in Home Economics requires a minimum of 24 semester hours, including work in Child Care, Clothing, Foods, Home-making, and the like. An additional major or two minors of 18 semester hours are required.
  - c. A Minor in Home Economics requires 18 semester hours, including work as outlined for a major.
9. **Industrial Arts Teachers.**
- a. This Area requires, approximately, 48 semester hours, including courses in such fields as Electricity, Handcraft, General Shop, Leather, Metal, Wood, etc. No additional major is required.
  - b. A Major in Industrial Arts requires a minimum of 24 semester hours, including the fields outlined in the area. Those who take a major in Industrial Arts are required to have an additional major or two minors of 18 semester hours, each.
  - c. A Minor in Industrial Arts requires a minimum of 18 semester hours, including areas as given in the area.
10. **Journalism Teachers.**
- a. Only a minor is authorized in Journalism. Provision is made so that Journalism may be a part of the English area.
11. **Library Science.**
- a. A Major in Library Science requires 24 semester hours. Those who complete a major in Library Science shall offer an additional major or two minors of 18 semester hours, each.
  - b. A Minor in Library Science requires 18 semester hours.
12. **Mathematics Teachers.**
- a. A Major of 24 semester hours may be offered in Mathematics. Those who present a major in Mathematics must offer an additional major or two minors of 18 semester hours, each.
  - b. A Minor in Mathematics requires 18 semester hours.
13. **Music Teachers.**
- a. This Area requires the completion of a minimum of 48 semester hours in Music, including a proper balance between Public School Music, Theory, and Applied Music. No other major will be required.

- b. A Major in Music requires a minimum of 24 semester hours, including a proper balance between Theory and Applied Music, with some Public School Music. Those who complete a major in Music must offer an additional major or two minors of 18 semester hours, each.
- c. A Minor in Music requires 18 semester hours and other work should be distributed as in the major.
- d. A person who presents a Baccalaureate degree in Music or Music Education will have fulfilled the subject matter and core requirements of the curriculum in Music.

14. **Science Teachers.**

- a. This Area requires a minimum of 54 semester hours in Sciences distributed as follows: Biology, Chemistry, or Physics, or 21 semester hours, with 8 semester hours, each, in the other two of these Sciences; at least, 3 semester hours in Geology; and the remaining 14 semester hours shall be selected from the Sciences. The College offering an area in Science will necessarily have to offer the four Sciences. No additional major is required.
- b. A Major in Science requires a minimum of 30 semester hours distributed as follows: 10 semester hours in Biology, and at least 10 semester hours in two other Sciences as follows: namely, Chemistry, Geology, and Physics. Those who offer Science as a major are required to have an additional major of 24 semester hours or two minors of 18 semester hours, each.
- c. No Minor in Science is offered.
- d. A Major of 24 semester hours and a minor of 18 semester hours may be offered in the following Science subjects: Biology, Chemistry, Geography and Geology, and Physics. Those who offer a major in a Science subject must present an additional major or two minors.

15. **Social Science Teachers.**

- a. This Area requires 54 semester hours of credit distributed as follows: A minimum of 18 semester hours in History, including a minimum of 6 semester hours in American History and 6 semester hours in European History; a minimum of 6 semester hours, each, in Economics, Geography, Political Science, and Sociology; and the remaining 12 semester hours in this area shall be free electives from the Social Sciences. No additional major is required.
- b. A Major in Social Science requires 30 semester hours distributed as follows: American History, 6 semester hours; European History, 6 semester hours, and a minimum of 6 semester hours, each, from three of the following: namely, Economics, Geography, Political Science, and Sociology. Those who offer a major in Social Science are required to present an additional major or two minors of 18 semester hours, each.
- c. No Minor may be offered in Social Science.
- d. Majors may be offered in the following Social Science subjects: (1) Economics and Sociology (24) shall include both subjects;

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- (2) **History (24)** shall include both American and European;
- (3) **History and Political Science** requires 30 semester hours, as follows: 21 in History, including 6 hours in U. S. History and 6 hours in Political Science.
- (4) **Political Science** shall include State, National, and International aspects.

Those who major in a Social Science subject must present an additional major or two minors of 18 semester hours, each.

- e. **Minors**, of 18 semester hours each, may be offered in the following Social Science subjects: Economics and Sociology, History, History and Political Science, and Political Science. The work in each minor should follow the materials suggested for majors in the same subjects. Note, the Minor in History and Political Science shall include 12 semester hours in History, including 6 in European History.
16. **Speech Teachers.**
- a. Only a minor is offered in Speech. Provision is made so that Speech may be a part of the English area.
17. **Additional Subjects.**
- When a person has completed the minimum requirements in subject matter for the issuance of a high school certificate, he may have added to the face of his certificates the name of any additional subject in the public school curriculum, if he has 12 semester hours of credit in that subject. The minimum subject-matter requirements may be fulfilled in one of the following ways:
- a. Complete two majors.
  - b. Complete one major and two minors.
  - c. Complete an area.

### REGULATIONS FOR ISSUING AND RENEWING CERTIFICATES FOR TEACHING IN THE HIGH SCHOOLS

9. **The Provisional High School Certificate** valid for four years shall be issued to a person who meets the general requirements of law and the regulations of the State Board of Education, and files a transcript of standard college credits showing the completion of a curriculum which includes the following courses and minimum standards:

- a. Major (minimum of 24 semester hours) and two minors (minimum of 18 semester hours each) or two majors selected from subject fields in the curriculum adopted by the State Board of Education for the public elementary and/or public secondary schools.
- b. A core curriculum as follows:
  - 1. English .....12 hours
  - 2. Science, selected from Biology, Chemistry, General Science, Geology, Physics .....12 hours
  - 3. Health ..... 2 hours
  - 4. Social Sciences, selected from Economics, Government, History, Sociology .....12 hours

- 5. Mathematics (exclusive of Arithmetic) or..... 6 hours
- \*Foreign Language .....6 to 12 hours
- 6. Physical Education ..... 1 hour
- c. 18 semester hours in Education as follows:
  - 1. Supervised Student Teaching ..... 6 hours  
(At least three hours in student teaching shall be done in the secondary school.)
  - 2. Psychology or Educational Psychology ..... 3 hours
  - 3. Elective in secondary education ..... 6 hours
  - 4. Elective in Education ..... 3 hours
  - d. Elective .....51 to 65 hours

Total Required Hours—120 to 128 plus degree

10. In the issuance of the Provisional High School Certificate, the requirement in Supervised Student Teaching may be waived for the person who has had a minimum of three years' experience teaching in secondary grades and who has met all other requirements for such certificate.

11. The high school certificate should be valid in grades seven and eight, in any organization, if these grades are departmentalized.

12. A Provisional High School Certificate valid for four years shall be issued to a person who meets the requirements of law and general regulations of the State Board of Education and files a transcript of standard college credits showing the completion of the requirements for a Vocational teacher of Agriculture or Home Economics, who holds at least a Baccalaureate degree, and who has met the education requirements set by the Council on Public Higher Education and approved by the State Board of Education as follows:

- a. Supervised Student Teaching ..... 6 hours
- b. Psychology or Educational Psychology ..... 3 hours
- c. Elective in secondary education ..... 6 hours

13. **A Provisional High School Certificate** valid for four years shall be issued to a person who meets the requirements of law and general regulations of the State Board of Education and files a transcript of standard college credits showing that he has met the requirements for a Baccalaureate degree in music or music education and the requirements set by the Council on Public Education and approved by the State Board of Education as follows:

- a. Supervised Student Teaching ..... 6 hours  
(At least three hours in student teaching shall be done in the secondary school.)
- b. Psychology or Educational Psychology ..... 3 hours

\* If three units or more of a foreign language are offered for admission, six semester hours in the same language will be required; if two units of a foreign language are offered for admission, nine semester hours in the same language will be required; if one unit or less of a foreign language is offered for admission, twelve semester hours in the same language will be required.

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\* If three semester hours of a foreign language are offered for admission, twelve semester hours in the same language will be required.

- c. Elective in secondary education ..... 6 hours
- d. Elective in Education ..... 3 hours

14. **The Provisional High School Certificate**, valid for four years for teaching only in the field of Commerce (Business Education) in high school, shall be issued to a person who meets the requirements of law and the general regulations of the State Board of Education, and files a transcript of standard college credits showing that he has received the Baccalaureate degree and has completed the following curriculum:

- a. The core curriculum now prescribed for the issuance of the Provisional High School certificate as follows:
  - 1. English .....12 hours
  - 2. Science, selected from Biology, Chemistry, General Science, Geology, Physics .....12 hours
  - 3. Health ..... 2 hours
  - 4. Social Sciences, selected from Economics, Government, History, Sociology .....12 hours
  - 5. Mathematics (exclusive of Arithmetic) or ..... 6 hours  
\*Foreign Language .....6 to 12 hours
  - 6. Physical Education ..... 1 hour
- b. The completion of a minimum of forty-six semester hours in Commerce (Business Education), as follows:
  - 1. Accounting ..... 8 hours
  - 2. Secretarial Practice .....13 hours
  - 3. General Business .....21 hours
  - 4. Business Ed. (Methods and Materials) ..... 4 hours
- c. The completion of 18 semester hours in Education as follows:
  - 1. Psychology or Ed. Psychology ..... 3 hours
  - 2. Secondary Education ..... 6 hours
  - 3. Supervised Teaching ..... 6 hours
  - 4. Elective in Education ..... 3 hours

Total Required Hours—120 to 128 plus degree

15. **The Provisional High School Certificate** may be renewed every four years after three years' teaching experience, or upon presentation of one-half year of standard college or university work of graduate grade, earned since issuance or last renewal of the certificate. If the holder fails to teach the three years required for renewal or reissuance, the certificate may be renewed or reissued upon 6 semester hours of standard college or university work of graduate grade for each year he fails to teach upon the certificate.

Note.—The Provisional High School Certificate is valid for **teaching only in the high school.**

\* If three units or more of a foreign language are offered for admission, six semester hours in the same language will be required; if two units of a foreign language are offered for admission, nine semester hours in the same language will be required; if one unit or less of a foreign language is offered for admission, twelve semester hours in the same language will be required.

16. **Subject-fields** in which **majors** with a minimum of 24 semester hours each may be chosen by applicants for High School Certificates:

Agriculture	Home Economics
Art	Industrial Arts
Biology	Latin
Chemistry	Library Science
Commerce	Mathematics
Economics and Sociology	Music
French	Physical Education
Geography and Geology	Physics
German	Political Science
History	Spanish

### MAJORS OF 30 SEMESTER HOURS

17. A major in **English** shall consist of a minimum of 30 semester hours, 24 of which shall be in the field of English Composition, English Literature and American Literature, and 6 semester hours may be in the fields of Speech, Dramatics, and Journalism.

18. A major in **History and Political Science** shall consist of 30 semester hours, 21 of which shall be in the field of History, with 6 of this 21 in History of the United States, and a minimum of 6 semester hours shall be in Political Science.

19. Applicants for the Provisional High School Certificate may offer a major in **Science** which shall consist of a minimum of thirty semester hours as follows: A minimum of ten semester hours in Biology, and a minimum of ten semester hours, each, from at least two of the following four subjects, namely: Chemistry, Geology, and Physiography, and Physics.

20. Applicants for the Provisional High School Certificate may offer a major in **Social Science** which shall consist of a minimum of six semester hours in European History, six semester hours in American History, and a minimum of six semester hours, each, from at least three of the following subjects: Economics, Geography, Political Science, Sociology.

21. **Subject-fields** in which **minors** with a minimum of 18 semester hours each may be chosen by applicants for High School Certificates:

Agriculture	Commerce
Art	Dramatics
Biology	Economics and Sociology
Chemistry	English
French	Latin
Geography and Geology	Library Science

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22. A minor in **English** shall have a minimum of 18 semester hours and shall include English Composition and English and American Literature.

23. A minor in **History and Political Science** shall have a minimum of 18 semester hours of work in these fields, 12 of which shall be in History, 6 semester hours of the 12 shall be in History of the United States.

### AREAS OF CONCENTRATION

24. In addition to the teaching majors and teaching minors, as now provided, colleges should be permitted to set up curricula on the basis of teaching areas.

25. A person who completes a teaching area may not be required to offer an additional major or minor for the secondary certificate.

26. Teaching areas should be as follows:

- a. A teaching area in Social Science shall consist of a minimum of 54 semester hours distributed as follows: 18 semester hours in History, including 6 in American History and 6 in European History; and a minimum of 6 hours in each of the following subjects, namely: Political Science, Economics, Sociology and Geography. The other 12 semester hours in this field shall be elective from the Social Sciences.
- b. A teaching area in Sciences shall consist of a minimum of 54 semester hours in the Sciences, 21 of which shall be in one of the following: Biology, Chemistry, Physics, and a minimum of 8 semester hours in each of the other two of these Sciences; and shall also include a minimum of 3 semester hours in Geology, and the remaining 14 semester hours shall be selected from the Sciences.
- c. A teaching area in English shall consist of 48 semester hours, at least 30 of which shall be in the fields of Grammar and Composition. English Literature and American Literature; the remaining 18 semester hours may be distributed among the following fields—Speech, Dramatics, and Journalism.
- d. Teaching areas in the fields of Agriculture and Home Economics shall follow the present requirements for the education of Smith-Hughes teachers as now prescribed.
- e. A teaching area in Business Education shall follow the requirements as now prescribed for the business education curriculum.
- f. Teaching areas in Industrial Arts, Art, Music, and Health and Physical Education shall follow the distribution recommended by

the college. The Director of Teacher Training was directed to call representative groups together in these areas for the purpose of working out a program of reasonable uniformity in the distribution of these teaching areas.

- g. Any person presenting a teaching area may qualify to teach an additional subject by presenting 12 semester hours in that subject. The addition of 12 semester hours to the face of any certificate to take place only in case where the applicant has fulfilled the requirements in general education.

27. **The Standard High School Certificate** valid for five years shall be issued to a person who meets the requirements of law and general regulations of the State Board of Education and files a transcript of credits showing the completion of the four-year curriculum for the training of high school teachers as prescribed by the Council on Public Higher Education and approved by the State Board of Education, and who, in addition thereto, completes the requirements for a master's degree in a standard graduate school.

28. **The Standard High School Certificate** may be extended for life upon three years' teaching experience during the life of the certificate. If the holder fails to meet the requirements for life extension before the certificate expires, the certificate may be reissued or renewed for five years upon two years' teaching experience during the life of the certificate, or upon 6 semester hours of additional work of graduate grade for each of the two years he failed to teach on the certificate.

Note.—The Standard High School Certificate is valid for teaching only in the high school.

### THE PREPARATION OF ADMINISTRATORS AND SUPERVISORS

**Basic Principle.**—The underlying philosophy of teacher education in Kentucky is the same for all types of positions in the educational field,—elementary teachers, secondary teachers, principals, supervisors of learning, supervisors of attendance, special teachers, and superintendents. The Program in Kentucky for the preparation of persons who hold administrative and supervisory positions embodies this philosophy.

The law governing the education of persons who will hold administrative and supervisory positions left to the Council on Public Higher Education the duty prescribing the curricula, and to the State Board of Education the duty of approving these curricula and regulating the issuance of certificates for holding administrative and supervisory positions. Very soon after the effective date of the school

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code in 1935, the Council with the approval of the State Board of Education prescribed the curricula leading to the issuance of the Provisional Certificate in Administration and Supervision, and the Standard Certificate in Administration and Supervision.

**What Professional School Employees Should Hold Certificates in Administration and Supervision?** Who should hold certificates in administration and supervision became the first question to be answered before curriculum could be prescribed. Study of the school positions in Kentucky indicated that the following should be included in the fields of administration and supervision:

- Superintendents of schools and school systems
- Assistant Superintendents of school systems
- General supervisors in school systems
- Special supervisors in school systems
- Principals of elementary schools
- Principals of secondary schools
- Assistant principals
- Principals of special schools

**Should there be a Special Certificate in Administration and Supervision for Each Type of Position?** Whether to prescribe a separate curriculum for the preparation of persons for each type of administrative or supervisory position, or to prescribe a curriculum which would prepare for any one or all the positions became a major question for the Council on Public Higher Education and the State Board of Education. It was believed that to set up one certificate valid only for the elementary principalship, another valid only for the secondary principalship, and another valid only for holding a superintendency would tend to confuse people and would be difficult to administer. At the same time, it was difficult to prescribe a curriculum which would prepare adequately for all of these positions during the four undergraduate years. In the end it was decided to prescribe a curriculum which would train for general administration and supervision, with minimum training provided in the four-year curriculum, and to provide for specialized training during the fifth year.

**What should be required in the four-year curriculum leading to the Provisional Certificate in Administration and Supervision?** The answer to this question is necessarily dependent upon the kind of positions for which the certificate qualifies. Since a holder of a certificate in administration and supervision may hold any kind of position in the public school service for which a certificate is required, it seemed desirable that the curriculum for its issuance should be

comprehensive. To that end a person who receives a Provisional Certificate in Administration must—

1. Have two years experience as a teacher in the elementary and/or secondary school.
2. Complete a four-year curriculum for the issuance of the Standard Elementary Certificate, or a four-year curriculum for the issuance of the Provisional High School Certificate.
3. Include in his preparation a minimum of six semester hours of general courses in administration and supervision.
4. Include in his preparation a minimum of six semester hours in elementary education if he has completed the curriculum for the high school certificate, or six semester hours in secondary education if he has completed the curriculum for the Standard Elementary Certificate.

In the main the holders of certificates in administration and supervision are either superintendents of school systems or principals of schools in which both elementary and secondary grades are included. This means that courses relating to the personnel problems of both elementary and secondary pupils must be included in the preparation of such persons. The four-year curricula are so full that extensive preparation in the special phases of school administration and supervision is not possible; and since the time is so limited the courses in administration and supervision must be selected so that the greatest good will accrue. In meeting this condition the Council on Public Higher Education has specified that the minimum six semester-hour requirement shall include two general courses in administration and supervision. Any work in administration and supervision in addition to the six-semester-hour minimum may be taken from the more specialized courses.

**What Courses Should Be Taken by Those Who Will Receive the Provisional Certificate in Administration and Supervision?** The regulations of the Council on Public Higher Education require that the courses in administration and supervision shall include a minimum of six semester hours from the general courses. Any other courses may be taken from those courses classified as special. It is recommended that those who are preparing for principalship of a secondary school take elective courses in secondary school administration and/or supervision, and that prospective elementary principals should take some electives in the field of elementary school administration and/or supervision.

**Graduate Work in Administration and Supervision.**—There is an accepted belief that the administrator should ultimately complete a year of graduate work. The Provisional Certificate in Administration and supervision is only temporary as its title implies. The

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Standard Certificate is issued to a person who meets the requirements for a Provisional Certificate in Administration and Supervision and has a master's degree with a major in administration and supervision at the graduate level. The graduate major must include 12 or more semester hours of general and special courses in administration and supervision.

**Curricula for the Issuance of Certificates in Administration and Supervision.**—The person who holds an elementary or secondary certificate issued upon a four-year curriculum may receive the certificate in Administration and Supervision when he has completed the additional requirements. There are listed here types of curricula. The completion of either curriculum will entitle a person to receive the certificate in administration provided he has had two year's experience.

**A. Curriculum for the Provisional Certificate in Administration and Supervision based upon Education for Elementary Teachers.**

1. **English**—15 semester hours including
  - a. Oral and Written Composition .....6 hours
  - b. American Literature, or English Literature or Survey of Literature .....3 hours
  - c. Children's Literature .....3 hours
  - d. Elective in English .....3 hours
2. **Science**—including
  - a. Biology, Chemistry, General Science, Geology and Physics .....12 hours
3. **Social Science**—15 semester hours including
  - a. American History and Government or History of Civilization .....6 hours
  - b. Principles of Sociology or Rural Social Economy ....3 hours
  - c. Elective in History, Government, Economics or Sociology .....6 hours
4. **Teachers Arithmetic** .....3 hours
5. **Art**—4 semester hours including
  - a. Public School Art .....2 hours
  - b. Elective in Art .....2 hours
6. **Music**—4 semester hours including
  - a. Public School Music .....2 hours
  - b. Elective in Music .....2 hours
7. **Public School Hygiene and Sanitation** .....2 hours
8. **Physical Education** .....2 hours
9. **Geography**—6 semester hours including
  - a. Principles of Geography .....3 hours
  - b. Elective in Geography .....3 hours
10. **Education**—36 semester hours including
  - a. General or Educational Psychology .....3 hours
  - b. Fundamentals of Elementary Education .....4 hours

- c. Supervised Student Teaching .....6 hours
  - d. Educational Measurements .....2 hours
  - e. Child Psychology .....3 hours
  - f. Teaching Reading .....3 hours
  - g. Elective in Elementary Education .....3 hours
  - h. General Administration & Supervision .....6 hours
  - i. Secondary Education .....6 hours
  - 11. General Electives .....23-29 hours
- Total 120-128 semester hours and a baccalaureate degree.

**B. Curriculum for the Provisional Certificate in Administration and Supervision based upon Education for Secondary Teachers.**

1. Completion of a major and two minors, or two majors, or an area of concentration.
  2. Completion of the following core:
    - a. English .....12 hours
    - b. Science, selected from Biology, Chemistry, General Science, Geology, Physics .....12 hours
    - c. Health ..... 2 hours
    - d. Social Sciences, selected from Economics, Government, History, Sociology .....12 hours
    - e. Mathematics (exclusive of Arithmetic) ..... 6 hours
    - f. Foreign Language .....12 hours
    - g. Foreign Language based on three high school units 6 hours
    - h. Physical Education ..... 1 hour
  3. Education—27 semester hours including
    - a. Psychology or Educational Psychology .....3 hours
    - b. Secondary Education .....6 hours
    - c. Supervised Student Teaching .....6 hours
    - d. Elementary Education .....6 hours
    - e. General Administration & Supervision .....6 hours
- Total required hours—120-128 and baccalaureate degree

**Curriculum for the Standard Certificate in Administration and Supervision**

1. Complete the requirements for the Provisional Certificate in Administration and Supervision as in A or B above.
2. Complete the requirements for a master's degree with a graduate major in administration and supervision. This major should include 12 or more semester hours in courses in general administration and supervision and courses emphasizing special administrative and supervisory problems.

**REGULATIONS FOR ISSUING AND RENEWING CERTIFICATES IN ADMINISTRATION AND SUPERVISION**

29. The Provisional Certificate in Administration and Supervision valid for four years shall be issued to a person who has fulfilled the requirements of law and the general regulations of the State Board of Education, who has had a minimum of two years' successful

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teaching experience, who has completed a four-year curriculum for the training of elementary or high school teachers as approved by the State Board of Education, and who presents a transcript of standard college credits showing the completion of the following courses in Education:

- a. Courses in Administration and Supervision .....6 hours
- b. Courses in Elementary Education .....6 hours
- c. Supervised Student Teaching .....6 hours
- d. Courses in Secondary Education .....6 hours

30. The minimum requirements for courses in Administration and Supervision for the Provisional Certificate in Administration and Supervision shall include the following:

- a. General courses in Public School Administration—3 semester hours
- b. General courses in Public School Supervision—3 semester hours

31. **The Provisional Certificate in Administration and Supervision** valid for four years shall be issued to a person who holds a standard certificate in Administration and Supervision issued under the laws of 1932, provided that the holder makes application and presents a transcript of standard college credits upon which the certificate-to-be-converted was issued.

32. **The Provisional Certificate of Administration and Supervision** may be renewed after four years upon three years' teaching experience during the life of the certificate, or upon presentation of one-half year of standard college or university work of graduate grade earned since issuance or last renewal. If the holder fails to have the three years' experience during the life of the certificate, the certificate may be reissued or renewed upon 6 semester hours of standard college or university work of graduate grade for each year of experience he fails to obtain.

Note.—The Provisional Certificate in Administration and Supervision is valid for holding the position of teacher, principal, supervisor and/or superintendent in the public elementary and/or secondary schools, and for holding the position of attendance officer.

33. **The Standard Certificate in Administration and Supervision** valid for five years shall be issued to a person who has met the requirements for the issuance of the Provisional Certificate in Administration and Supervision and in addition thereto files a transcript of standard college credits showing the completion of the requirements for the master's degree, with a major in the field of administration and supervision, in a standard graduate school.

34. **A Standard Certificate in Administration and Supervision** shall be issued to a person who has met the requirements of law and the regulations of the State Board of Education, who on September 1, 1935, held a certificate based upon four years of college training, and who presents a transcript of standard college credits showing the completion of the requirements for the master's degree in a standard graduate school, with a major in the field of administration and supervision.

35. **The Standard Certificate of Administration and Supervision** may be extended for life upon presentation of evidence that the holder has had three years' successful experience in Administration or Supervision during the life of the certificate. If the holder fails to present the required experience for life extension before the certificate expires, the certificate may be reissued or renewed for five years upon two years' experience during the life of the certificate, or upon 6 semester hours of additional college or university work of graduate grade for each of the two years' experience he fails to obtain.

Note.—The Standard Certificate in Administration and Supervision is valid for holding the position of teacher, principal, supervisor, and/or superintendent in the public elementary and/or secondary schools, and for holding the position of attendance officer.

36. **Attendance Officer's Certificate** valid for three years shall be issued to a person who has met the requirements of law and who, in addition thereto, completes (a) a two-year curriculum for the training of teachers, which curriculum shall include three semester hours in pupil accounting, or (b) completes a two-year standard college curriculum which shall include 12 semester hours in education courses with 3 semester hours in pupil personnel. This certificate may be reissued every three years upon three years' experience as attendance officer, or 16 semester hours of standard college training.

Note.—This certificate is valid for holding the position of attendance officer only.

#### **REGULATIONS FOR SPECIAL CERTIFICATES AND PERMITS**

37. **An Emergency Certificate** may be issued to a person under the following conditions: (a) The employment district Boards of Education shall state under their official oath that it is impossible to procure a teacher or teachers for the position or positions for which emergency certificates is sought; (b) the applicant shall meet



all requirements regarding age, character, etc.; (c) the formal application must be signed by the executive of the school district; (d) the applicant shall appear at the State Department of Education and take a written examination covering the subjects, grades, and professional fields; (e) the questions shall be prepared in the Divisions of Teacher Training and Certification; (f) notice shall be filed by the applicant 10 days in advance of the date on which the examination is desired; (g) if the applicant makes an average grade of 80 per cent a permit may be granted for one year.

38. **Certificates for Full-Time School Librarians.**

a. **The Provisional Certificate for Full-Time School Librarians**, valid for four years for holding the position of full-time librarian in any public school may be issued to a graduate of a four-year standard college who meets the requirements of law and general regulations of the State Board of Education and who completes the curriculum prescribed by the Council on Public Higher Education and approved by the State Board of Education as follows:

(1) The completion of a major in library science and an additional major or two minors; (2) the completion of the core requirements as prescribed for the issuance of the Provisional High School Certificate; (3) the completion of the required courses in teaching the use of the library, library practice, and field work; and 12 semester hours in Education, including psychology or educational psychology, 3 semester hours, elective in general elementary education, 3 semester hours, and elective in general secondary education, 3 semester hours.

b. **A Standard Certificate for School Librarians**, valid for five years, for holding the position of librarian in any public school may be issued to a person who has met the requirements for the provisional certificate for librarians and who in addition thereto has completed the requirements for a master's degree or has had one year of training in library science beyond the baccalaureate degree. This certificate may be extended for life upon three years' experience as a full-time librarian during the life of the certificate.

c. **A Provisional Certificate for School Librarians**, valid for four years, for holding the position of librarian in any public school may be issued to a person who is employed as a full-time school librarian at the time that this regulation goes into effect and who at that time meets the standards of the Commission on Secondary Schools of the Southern Association of Colleges and Secondary Schools for full-time school librarians, and the standards of the State

Board of Education for full-time school librarians. This certificate may be renewed for four years upon three years' experience as a full-time school librarian during the life of the certificate.

Note.—Certificates for Full-time School Librarians are valid only for holding the position of school librarians.

**39. Curriculum for the Issuance of the Provisional Certificate for Full-Time School Librarians**

- a. The completion of a major in Library Science, and an additional major of 24 semester hours or two additional minors of 18 hours each.

The completion of the core curriculum as follows:

- 1. English ..... 12 hours
- 2. Sciences, selected from Biology, Chemistry, General Sciences, Geology, Physics ..... 12 hours
- 3. Health ..... 2 hours
- 4. Social Sciences, selected from Economics, Government, History, Sociology ..... 12 hours
- 5. Mathematics, exclusive of Arithmetic ..... 6 hours  
or  
\*Foreign Language ..... 6-12 hours
- 6. Physical Education ..... 1 hour

- b. Completion of professional courses as follows:

- 1. Required courses in the use of the library, library practice and field work ..... 6 hours
- 2. Twelve semester hours in Education as follows:
  - Psychology and Educational Psychology ..... 3 hours
  - Elective in Elementary Education ..... 3 hours
  - Elective in Secondary Education ..... 3 hours
  - Free elective in Education ..... 3 hours

**40. A Permit for Teaching Music.**—A permit for teaching music, valid for one year for teaching music in the public schools, may be issued to an employed certificated teacher who has completed the requirements for a bachelor's degree with a minimum of 18 semester hours in public school music, provided the application for such permit is signed by the superintendent of the administrative unit in which the applicant is employed.

**41. Provisional Certificates for Teachers of Deaf Children.**

- a. A provisional certificate for teaching the deaf, valid for three years, may be issued to a person who meets the general requirements of law and general regulations of the State Board of Education, and files transcript of standard college credits showing the completion of the following curriculum:

\* If three units or more of a foreign language are offered for admission, six semester hours in the same language will be required; if two units of a foreign language are offered for admission, nine semester hours in the same language will be required; if one unit or less of a foreign language is offered for admission, twelve semester hours in the same language will be required.

b. Education

- 1. Psychology—General, Educational, or of the Deaf ..... 3 hours
- 2. Principles of Teaching the Deaf ..... 3 hours
- 3. Principles and Pedagogy of Lip Reading ..... 2 hours
- 4. Phonetics ..... 6 hours
- 5. Practice Teaching or Clinic Practice—Oral Methods.... 6 hours
- 6. Electives ..... 4 hours

Total 24 hours

c. English

- 1. Oral and Written Composition ..... 6 hours
- 2. English for the Deaf ..... 3 hours
- 3. Electives (Children's Literature, Etc.) ..... 2 hours

Total 11 hours

d. Science

- 1. Anatomy and Psychology of Speech and Hearing ..... 4 hours
- 2. Pathology of Speech and Hearing ..... 4 hours
- 3. Physics of Sound or Elective ..... 2 hours

Total 10 hours

e. Social Science

- 1. American History or Government ..... 3 hours
- 2. Principles of Sociology or Elective ..... 3 hours

Total 6 hours

f. Mathematics (Teacher's Arithmetic or Math. for Deaf

Children) ..... 3 hours

g. Health or Physical Education ..... 4 hours

h. Electives (subject matter) ..... 6 hours

Total 64 hours

- i. This certificate may be renewed for three years after two years' teaching experience during the life of the certificate, or upon presentation of one-half year (16 semester hours) of additional standard college work earned during the life of the certificate; and it may be renewed every three years thereafter upon presentation of one-half year (16 semester hours) of additional standard college work earned since the last renewal, provided that when this certificate is renewed upon 16 semester hours of standard college work, such training shall be selected from the curriculum prescribed for the issuance of the standard certificate for teaching the deaf.

42. A standard certificate for teaching the deaf, valid for four years, may be issued to a person who meets the general requirements of law and the regulations of the State Board of Education and files a transcript of standard college credits showing the completion of the following curriculum:

## Standard Certificate for Teachers of Deaf Children.

- a. Education
- |  |         |
|--|---------|
| 1. Psychology (Child, General, or Abnormal, or a combination of any two) ..... | 6 hours |
| 2. Psychology of the Deaf .....  | 3 hours |
| 3. Tests and Measurements .....  | 3 hours |
| 4. Principles of Teaching the Deaf .....                                       | 3 hours |
| 5. Principles and Pedagogy of Lip Reading .....                                | 2 hours |
| 6. Principles of Teaching Corrective Speech .....                              | 3 hours |
| 7. Phonetics .....   | 6 hours |
| 8. Practice Teaching or Clinic Practice (oral methods)....                     | 6 hours |
| 9. Electives (At least 6 in special field) .....                               | 9 hours |
| Total 41 hours   |         |
- b. English
- |                                       |         |
|---------------------------------------|---------|
| 1. Oral and Written Composition ..... | 6 hours |
| 2. English for the Deaf .....         | 3 hours |
| 3. Electives .....                    | 6 hours |
| Total 15 hours                        |         |
- c. Science
- |  |          |
|--|----------|
| 1. Biology, Chemistry, General Science, Zoology or Physics ..... | 10 hours |
| 2. Anatomy and Physiology of Speech and Hearing .....            | 4 hours  |
| 3. Pathology of Speech and Hearing .....                         | 4 hours  |
| 4. Physics of Sound .....  | 2 hours  |
| Total 20 hours   |          |
- d. Social Science
- |   |         |
|---|---------|
| 1. Principles of Sociology or Economics ..... | 6 hours |
| 2. American History or Government .....       | 3 hours |
| Total 9 hours                                 |         |
- e. Mathematics—Teacher's Arithmetic or Mathematics for Deaf Children .....
- f. Art—Public School, Industrial or Practical .....
- g. Public School Music, or Rhythm for the Deaf .....
- h. Health or Physical Education .....
- i. Electives from subject matter fields.....
- |                                |
|--------------------------------|
| Total 120 hours<br>plus degree |
|--------------------------------|
- j. This certificate may be renewed every four years after three years' teaching experience during the life of the certificate, or upon one-half year of standard college work of graduate grade since issue or last renewal, and it may be extended for life when the holder has had three year's teaching experience upon the certificate during its life and has completed the requirements for a Master's degree in a standard graduate school.

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## REQUIREMENTS FOR ISSUANCE AND RENEWAL OF TEACHING PERMITS FOR TEACHERS OF TRADE AND INDUSTRIAL SUBJECTS IN A PROGRAM CONFORMING TO THE STATE PLAN FOR VOCATIONAL EDUCATION.

43. A shop teacher, related subjects teacher, or coordinator, may be issued a permit, valid for one year, for teaching the subject stated on the permit when he has completed the general requirements.

### 44. General Requirements:

- a. The applicant shall have an academic education equivalent to four years of high school.
- b. The applicant shall have at least three full years experience as an actual journeyman workman in the trade and industrial pursuit to be taught.
- c. The applicant must be employed as a teacher in a program of trade and industrial education sponsored by the public school system in accordance with the State Plan for Vocational Education
- d. Each application must have the written approval of the State Director of Vocational Education.
- e. The application for renewal of any permit or certificate shall be accompanied by an official transcript which shows that the applicant has fulfilled the requirements for such renewal as set out in the State Plans for Vocational Education, including the requirements of the Division of Trade and Industrial Education.
- f. A trade teacher, in the meaning of these regulations, is a person employed to teach full-time or part-time shop work in his trade to industrial workers and to prospective industrial workers.

### 45. Renewal of Permits:

The permit may be renewed annually for four consecutive times when the holder has completed the requirements as follows:

46. A holder of a permit for teaching shop subjects, based upon training below college graduation, must complete 24 semester hours selected from courses specified below, during the first four years, during no year of which shall the applicant complete less than 5 semester hours.

#### Required Courses\*

- Education 71a—Trade Analysis and Course Planning (1)
- Education 71b—Trade Analysis and Course Planning (2)
- Education 77 —Shop Management Problems
- Education 70 —Industrial Education
- Education 81 —Analysis of Learning Difficulties in Industrial Education
- Education 183 —Methods in Industrial Education
- Education 171 —Vocational Education

\* Numbers from University of Kentucky Catalogue.

#### Optional Courses

- Education 143—Modern Industrial Analysis
- Education 108—Coordination Technique in Industrial Education
- Education 79—Determining Related Subjects Content
- Education 80—Principles of Industrial Education
- Education 73—Teaching Related Subjects
- Education 78—The Conference Method of Instruction in Industrial Education
- Education 123—Vocational Guidance
- Education 170—Part-Time General Continuation Classes

47. A holder of a permit for teaching shop subjects, who is a college graduate, must have completed prior to the issuance of a permit or during the first three years after receiving a permit, 15 semester hours selected from courses specified below, and in no year shall the applicant complete less than 5 semester hours of work.

#### Required Courses\*

- Education 71a—Trade Analysis and Course Planning (1)
- Education 71b—Trade Analysis and Course Planning (2)
- Education 77 —Shop Management Problems
- Education 183 —Methods in Industrial Education
- Education 80 —Principles of Industrial Education
- Education 171 —Vocational Education

48. A holder of a permit for teaching related subjects or serving as coordinator must complete 24 semester hours selected from the courses specified below, during the first four years, during no year of which shall the applicant complete less than 5 semester hours.

#### Required Courses\*

- Education 71a—Trade Analysis and Course Planning (1)
- Education 79 —Determining Related Subjects Content
- Education 73 —Teaching Related Subjects
- Education 70 —Industrial Education
- Education 183 —Methods in Industrial Education<sup>1</sup>
- Education 81 —Analysis of Learning Difficulties in Industrial Education
- Education 171 —Vocational Education
- Education 108 —Coordination Techniques in Industrial Education<sup>2</sup>

#### Optional Courses\*

- Education 143—Modern Industrial Analysis
- Education 108—Coordination Techniques in Industrial Education
- Education 80—Principles of Industrial Education
- Education 78—The Conference Method of Instruction in Industrial Education
- Education 123—Vocational Guidance
- Education 170—Part-Time General Continuation Classes

\* Numbers from University of Kentucky Catalogue.

<sup>1</sup> Not required of coordinators.

<sup>2</sup> Not required of related subjects teachers.

49. A holder of a permit for teaching related subjects or serving as coordinator, who is a college graduate, must have completed, prior to the issuance of a permit or during the first three years after receiving a permit 15 semester hours selected from the courses specified below, and in no year shall the applicant complete less than 5 semester hours of work.

#### Required Courses\*

- Education 71a—Trade Analysis and Course Planning
- Education 79 —Determining Related Subjects Content<sup>1</sup>
- Education 108 —Coordination Techniques in Industrial Education<sup>2</sup>
- Education 73 —Teaching Related Subjects
- Education 183 —Methods in Industrial Education
- Education 143 —Modern Industrial Analysis
- Education 171 —Vocational Education

50. When a shop teacher, related subjects teacher, or coordinator, has held a permit for four consecutive years, has completed 24 semester hours, if an undergraduate and 15 semester hours if a graduate in Trade and Industrial Education, and has had four years teaching experience, he may be issued a permit for four years, which permit may be renewed every four years upon three years taching experience or completion of one-half year of additional college work.

#### SPECIAL TEACHERS OF PART-TIME AND EVENING SCHOOLS

51. A permit for part-time and evening schools may be issued upon recommendation of the State Director of Vocational Education, the permit to be valid for one year and reissued upon recommendation of the State Director of Vocational Education.

#### REGULATIONS FOR THE RENEWAL OF CERTIFICATES ISSUED BY THE STATE DEPARTMENT OF EDUCATION UNDER LAWS IN EFFECT BEFORE SEPTEMBER 1, 1935.

52. **Provisional Elementary Certificate.**—When a holder of a Provisional Elementary Certificate has completed high school graduation or college entrance requirements, the certificate may be reissued as a Local Elementary Certificate upon the completion of 16 semester hours of standard college work selected from the two- or four-year curriculum for the training of elementary teachers in Kentucky.

\* Numbers from University of Kentucky Catalogue.  
<sup>1</sup> Not required of coordinators.  
<sup>2</sup> Not required of related subjects teachers.

53. **Local Elementary Certificate** may be reissued for teaching in the same county in which it was issued upon two standard high school units earned during the life of the certificate, provided credits are earned and application is made before the date of expiration of the certificate.

When the holder of a Local Elementary Certificate has completed high school graduation or college entrance requirements, the certificate may be reissued upon the completion of 16 semester hours of standard college work selected from the two-year or four-year curriculum for the training of elementary teachers in Kentucky.

Note.—The Local Elementary Certificate is valid for teaching in the elementary grades only, in the county for which it is issued.

54. **College Elementary.**—“This certificate shall be eligible for renewal before or after its expiration, of two years each upon filing of an official transcript showing that the holder has earned at least 16 semester hours of **prescribed** and elective standard college credit since the issuance of said certificate or since its last renewal, at least 8 of which semester hours shall have been earned in residence in the institution certifying the transcript.”

Note.—This certificate is valid for teaching in the elementary grades only. Holders of the College Elementary Certificate should select courses for renewal from the curriculum prescribed for the issuance of the new standard elementary certificate. This will enable the holder to keep his certificate alive while he is working for the higher type.

55. **Standard Elementary Certificate** may be extended for life when the holder has taught for three years upon the certificate. If the holder fails to meet the requirements for life extension, he may have the Standard Elementary Certificate reissued for another three years by submitting additional standard college credits in lieu of the teaching experience at the rate of 6 semester hours for each of the three years that he fails to teach on the certificate.

Note.—This certificate is valid for teaching in the elementary grades, and for holding the principalship of an elementary school if the holder has had two or more years' experience.

56. **Provisional High School Certificates** issued upon training below college graduation may be reissued upon 32 semester hours of standard college work earned after issuance.

57. **Provisional High School Certificates** issued to graduates of a standard four-year college may be reissued upon three years' experience, provided that if the holder fails to teach three years on the certificate before date of expiration, such person may submit



additional standard college credit in lieu of the teaching experience at the rate of 6 semester hours for each of the three years that he fails to teach on the certificate.

Note.—This certificate is valid for teaching in elementary and secondary grades and for holding the principalship of elementary and secondary schools if its holder has had two years' experience.

58. **Standard High School Certificate** may be reissued after three years' teaching on the certificate. If the holder of this certificate does not meet renewal requirements by failure to teach three years on the certificate, additional college credits may be submitted in lieu thereof as in the reissue of the Provisional High School Certificate issued to college graduates.

59. **The Standard High School Certificate may be extended for life** when the holder (a) presents evidence of having had three years' experience teaching on the certificate, and (b) transcript showing 24 semester hours of credit in Education earned in a standard college.

Note.—This certificate is valid for teaching in the elementary and secondary grades, and for holding the principalship, provided the holder has had two years' experience.

60. **A Standard Certificate in Administration and Supervision** issued under the 1932 law, may be reissued upon three years' experience during the life of the certificate and 24 semester hours in education courses earned in a standard college.

61. **A Standard Certificate in Administration and Supervision** issued under the Acts of 1926 may be extended for life upon three years' experience and 24 semester hours in education courses.

Note.—This certificate is valid for holding the position of teacher, principal, supervisor, superintendent in the elementary and/or secondary grades and the position of attendance officer.

Standard Certificates in Administration and Supervision issued between June 15, 1932, and September 1, 1935, are not subject to life extension.

62. **Special Certificates** based upon training below four years of college training shall be reissued upon 32 semester hours of standard college training. **Special Certificates** issued upon college graduation will be renewed upon 3 years' experience or 16 semester hours of college training of standard graduate grade.

A special certificate is valid for teaching only the subject for which it was issued.

63. **Attendance Officer's Certificate** issued upon the basis of two years of standard college training, may be renewed for two

years upon evidence that the holder has had two years' experience as attendance officer during the life of the certificate. After the first renewal the provisional attendance officer's certificate issued prior to September 1, 1935, will be reissued provided the holder presents evidence of having met the requirements of the curriculum prescribed by the Council on Public Higher Education for the issuance of the attendance Officer's Certificate. Attendance Officer's Certificate issued upon experience as attendance officer, may be reissued for two years as long as the holder serves continuously as attendance officer in the district in which he was employed when his original attendance officer's certificate was issued to him under the Acts of 1934.

Note—This certificate is valid only for holding the position of attendance officer.

**64. Renewal of Special Certificates for Trades and Industries.**

—The special certificate for teaching trades and industries, issued to industrial arts teachers and teachers of trades prior to September 1, 1935, and valid for two years, may be renewed every two years upon six semester hours of standard college work (or upon one half year of high school work, provided the holder is not a high school graduate).

A teacher of industrial arts, as used in this regulation, means a teacher employed in the public school to teach industrial arts and trades to full time, regularly enrolled students in junior high schools and/or senior high schools, which schools do not meet the requirements of the state plans for trades and industrial education, or distributive education.

**REGULATIONS FOR RENEWAL OF CERTIFICATES ISSUED  
BY STATE COLLEGES BEFORE SEPTEMBER 1, 1935.**

**65. Standard Certificate** issued by a State Teachers College may be reissued or renewed, upon application within eight years after date of issuance, for life, after three years of successful experience. Credit for two years of prescribed and elective standard college work or any part thereof, may be accepted in lieu of the same length of time of successful teaching experience. The holder of this certificate may have the same reissued or renewed after expiration by a Board of Regents of a State Teachers College upon completion of at least 16 additional semester hours of prescribed and elective standard college work, at least 12 of which must be earned in residence in the State Teachers College, reissuing or renewing same.

Note.—This certificate is valid for teaching in the elementary and secondary grades, and for holding the principalship provided the

holder has had two years' experience. To teach in high school upon this certificate the holder must be a graduate of a four-year standard college, unless he held his present position at the time the accrediting standards for high school teachers were raised to four years of college.

This certificate must be renewed or extended by the college from which it was issued.

66. **A Standard Certificate** issued by the University of Kentucky shall be renewed upon evidence of 32 semester hours of college work including 6 semester hours of education. It may be extended for life when the applicant has met the requirements for the baccalaureate degree in the College of Education and presents in addition thereto three years of successful teaching experience after graduation from the University of Kentucky.

Note.—This certificate is valid for teaching in the elementary and secondary grades and for holding the principalship provided the holder has had two years' experience. To teach in high school upon this certificate the holder must be a graduate of a four-year standard college, unless he held his present position at the time the accrediting standards for high school teachers were raised to four years of college.

This certificate must be renewed or extended by the college from which it was issued.

67. **A College Certificate** issued by a State Teachers College "shall be reissued or renewed, upon application, for life, after three years' experience in educational work; credit for one year's additional college work may be accepted in lieu of one year of successful teaching experience". The holder of this certificate may have the same reissued, or renewed, after expiration, by a Board of Regents of the State Teachers College issuing the same, upon completion of at least sixteen additional semester hours of prescribed and elective work.

Note.—This certificate is valid for teaching in the elementary and secondary grades, and for holding the principalship provided the holder has had two years' experience.

This certificate must be renewed or extended by the college from which it was issued.

68. **A College Certificate** issued by the University of Kentucky shall be renewed for life after three years of successful experience in educational work in the public schools. Credit for one year of graduate work may be accepted in lieu of one year of successful experience as above provided.

Note.—This certificate is valid for teaching in the elementary and secondary grades, and for holding the principalship provided the holder has had two years' experience.

This certificate must be renewed or extended by the college from which it was issued.

Certificates Issued Before September 1, 1935, Training Basis of Issue, School Level, and Position for Which Each Will be Valid after September 1, 1935, Also Similar Information about Certificates Issued after September 1, 1935.

Name of Certificate	Date of Issue	Training Basis of Issue	School Level at Which Valid			Positions for Which Valid						
			Ele.	H. S.	Adm.	Tehr.	Prin.	Supt.	Supr.	Atten. Officer	Libr.	
Adanced	B	2 Col.	*	*		*	*					
College	B	4 Col.	*	*		*	*					
College Elementary	B	1 Col.	*			*						
Local Elementary	B	Exam.	*			*						
Stan. Adm. and Super.	B	4 Col.	*	*	*	*	*	*	*	*	*	*
Prov. High School <sup>1</sup>	B	2 Col.	*	*		*	*					
Standard High School	B	4 Col.	*	*		*	*					
Standard Elementary <sup>2</sup>	B	2 Col.	*			*	*					
Standard <sup>2</sup>	B	2 Col.	*	*		*	*					
Attendance Officer	B	2 Col.									*	
Prov. Elementary	A	2 Col.	*			*						
Prov. Adm. and Super.	A	4 Col.	*	*	*	*	*	*	*	*	*	*
Prov. High School	A	4 Col.		*		*						
Standard Elementary	A	4 Col.	*			*						
Standard High	A	5 Col.		*		*						
Standard Adm. and Supervision	A	5 Col.	*	*	*	*	*	*	*	*	*	*
Attendance Officer	A	2 Col.									*	
Standard for School Librarians	A	4 Col.										*
Provisional for School Librarians	A	5 Col.										*

<sup>1</sup> Provisional High School Certificates based upon training below college graduation are not valid in accredited High School, until the holder has received a Baccalaureate degree.

<sup>2</sup> Principals are required to have two years experience.

B—Issued before September 1.

A—Issued after September 1.

### THE PREPARATION OF CRITIC TEACHERS IN KENTUCKY

When the Council on Public Higher Education and the State Board of Education prescribed curricula for the education of teachers and adopted standards by which teacher education programs in Kentucky might be evaluated, they recognized the directed teach-

ing program as a major factor in the success of teacher education. To that end standards were prescribed for evaluating the school plant, school organization, pupil personnel, and the staff of critic teachers. After they had decided that "a good training school must be a good school for children", they decided that the chief factor in a "good school" is a teacher who can not only lead children effectively in their learning activities, but a person who can help prospective teachers develop their abilities as leaders of children-learning.

**What is a Critic Teacher?**—The critic teacher is a regular full-time teacher who has charge of the learning programs in the classroom, and who directs the activities of those prospective teachers in connection with observation, participation, and teaching. The chief function of the critic teacher is to see to it that every child in the classroom has full opportunity to learn, and that he uses that opportunity economically toward maximum growth. Another major function of the critic teacher is so to organize the learning program that the student teacher under his supervision may have full opportunity to participate in the learning program to the extent that he may develop an understanding of the problems of children-learning through active participation with children-learning. The critic teacher's duty, first, is to see that children in the classroom learn. This is the point of emphasis. If children learn, and the student-teacher helps them learn, then effective training accrues to the prospective teacher. The critic, then, is a classroom teacher who with the help of student teachers, so organizes the learning activities of the children in the school, that the maximum growth may take place with the children and the prospective teacher.

**What are the Qualifications of Critic Teachers?**—Since the critic teacher has obligations to maintain effective learning activities for children and organize this program so that prospective teachers may be developed, he must be qualified for the work to be done. He must be a good teacher of children and a person who has the ability to employ the time of the student teacher in such a way that the learning program may be improved instead of being retarded.

The critic teacher should hold a legal certificate based upon the completion of a four-year curriculum designed to prepare him for the specific school level and learning areas in which he expects to work. If he expects to work in the elementary grades he should complete the four-year elementary curriculum and should have one or more courses dealing with the problems in supervision. If he expects to work in the secondary grades he should make specific preparation for the area in which he expects to work, and he should have one or more courses

dealing with problems in supervision. In no case should a critic teacher be assigned to teach in any area unless it be in the field of his chief interest and in which he has had his major preparation.

**What are the Levels of Preparation for Critic Teachers?**—Due to the fact that many colleges must use public and affiliated schools for student teaching the regulations of the Council on Public Higher Education and the State Board of Education provide for the issuance of a Provisional Commission upon the completion of a four-year curriculum as the minimum. The holder of a commission issued upon a minimum of four years of training may be a critic for four years only. If he desires to continue as a critic beyond four years he must have during the life of the commission, completed a minimum of 12 semester hours of graduate work. He may have the commission renewed every four years upon presentation of 12 semester hours of additional graduate work earned since the commission was last renewed.

It was the view of the Council on Public Higher Education and the State Board of Education that a critic teacher as a member of a teacher education faculty, should have a master's degree. Since, in the beginning of the program, this minimum requirement could not be maintained, the regulations provided for giving provisional approval upon the completion of a minimum of four years. It is the intent of the regulations to lead each critic toward the master's degree at the rate of 12 semester hours of graduate work every four years.

Since the master's degree is recognized as an adequate standard for critic teachers the Council and State Board provided for the issuance of a standard commission when an applicant completes the requirements for the issuance of a Provisional Commission and holds a master's degree. The Standard Commission may be extended for life when the holder has had three years experience.

**When Should the Provisional Commission be Renewed?**—The holder of each provisional commission for critic teaching has four years during which he may earn the necessary 12 semester hours of graduate work for its renewal. It is necessary that this work be earned during summer sessions unless the critic is close enough to a graduate school and has time to take late afternoon or Saturday classes. This means that the critic will have to earn 6 semester hours during each of two six-weeks summer terms or 12 semester hours during one twelve-weeks summer session, during the four-year life of his commission. The commission may be renewed with credit earned after the date of issuance and before September 1 following the date of its expiration.

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**What is the Salary of a Critic Teacher?**—The critic teacher performs the regular duties of a classroom teacher and in addition directs the work of the student-teachers. His salary should be in accordance with his added duties. While the typical teacher is not required to do any work beyond the completion of a four-year curriculum, the critic teacher must work steadily toward a master's degree if he is to remain a critic, and for this reason his compensation should include an additional increment to care for this added financial obligation. If an affiliated public school is used the salary schedule should probably provide an increment for all persons holding commissions. This increment should probably be provided by the college using the public schools for student teaching purposes.

**What are the Obligations of the College?**—The school used for directed teaching should have a stable staff and for that reason the colleges should be concerned with the welfare and the progress of critic teachers. Failure to keep up with the training program of critics will tend to weaken the student teaching. If a critic who has been working for four years in the student teaching program fails to meet the requirements for renewal of his commission, it means that a new person will be brought in. This forces a redirection of the program, which often disturbs the effectiveness of the work. It is to the interest of the college authorities to see that critic teachers are in a position to do the graduate work which is necessary to keep the commission effective.

**Revision of Standards for Critic Teachers**—A committee is now (May 1940) working on a revision of the standards for Critic Teacher Training. Since the Committee has not reported, the present standards will be effective for the years 1940-41. The standards will be revised for the school year 1941-42.

## REGULATIONS RELATING TO CRITIC TEACHERS

69. **Critic Teacher Defined.**—A critic teacher as used in the regulations of the State Board of Education is a person who is employed as a regular classroom teacher in the training school under the control of, or affiliated with, a college which offers curricula for the training of teachers as approved by the State Board of Education, and who, in addition to the duties as a teacher, directs the observation, participation, and teaching done by student teachers.

70. **Qualifications of Critic Teachers.**—Critic teachers in campus or affiliated training schools shall hold a legal certificate for teaching at the school level in which critic teaching is to be done and in

addition shall hold a credential known as Commission for Critic Teaching.

71. **Commissions for Critic Teaching.**—There shall be issued a Provisional Commission for Critic Teaching and a Standard Commission for Critic Teaching.

72. **A Provisional Commission for Critic Teaching in the Secondary Grades** valid for four years shall be issued to a person who is a graduate of a standard four-year college or university, who has had two years experience as a teacher, and who has completed a curriculum for the training of high school teachers, provided that a transcript of standard college credits shows that the applicant has completed a major (24 semester hours) in the subject field in which critic teaching is to be done and has fulfilled all requirements for the issuance of a high school certificate based upon four years of standard college training.

73. **A Provisional Commission for Critic Teaching in High School** shall be reissued for four years upon presentation of a transcript showing the completion of a minimum of one-half year of standard college work of graduate grade and three years' experience as a critic teacher. The Provisional Commission for Critic Teaching in Secondary Grades shall, after the first reissuance, continue to be reissued every four years upon presentation of a transcript of credits showing the completion of one-half year of college work of graduate grade, until one year of graduate work has been completed.

74. **A Standard Commission for Critic Teaching in the Secondary Grades** valid for five years shall be issued to a person who has met the requirements for the issuance of the Provisional Commission for Critic Teaching in the Secondary Grades and who in addition thereto presents a transcript of credits showing the completion of one year of standard college work of graduate grade.

75. **A Standard Commission for Critic Teaching in the Secondary Grades** may be extended for life after three years' experience as a critic teacher upon this commission.

76. **A Provisional Commission for Critic Teaching in the Elementary Grades** valid for four years shall be issued to a person who is a graduate of a standard four-year college, who has had two years' teaching experience, and who has completed a curriculum four years in length for training of elementary teachers or has had 30 semester hours in elementary education.

77. **A Provisional Commission for Critic Teaching in Elementary Grades** will be renewed after four years upon presentation of a



transcript of credits showing the completion of a minimum of one-half year of standard college work of graduate grade and three years' experience as a critic teacher. The Provisional Commission for Critic Teaching in Elementary Grades will continue to be reissued (after the first reissuance) every four years upon presentation of a transcript of credits showing the completion of one-half year of additional college work of graduate grade, until one year of graduate work has been completed.

78. **The Standard Commission for Critic Teaching in Elementary Grades** valid for five years shall be issued to a person who has completed the requirements for the Provisional Commission for Critic Teaching in Elementary Grades and in addition thereto presents a transcript showing the completion of one year of standard college work of graduate grade.

79. **The Standard Commission for Critic Teaching in Elementary Grades** shall be extended for life after three years' experience as Critic Teacher upon this Commission.

#### **Validity of Commissions for Critic Teaching**

80. **A Commission for Critic Teaching** shall be valid only for teaching at the school level and/or in the subject fields for which it is issued.

#### **Regulations Relating to Level of Student Teaching**

81. A person who completes a curriculum for the training of high school teachers shall do the last three semester hours of the required supervised teaching at the secondary school level.

82. A person who completes a curriculum for the training of elementary teachers shall do the last three semester hours of the required supervised teaching at the elementary school level.

83. A person pursuing the two-year curriculum for the provisional elementary certificate shall not be permitted to do supervised teaching until the second year in college.

84. A person pursuing the four-year or five-year curriculum shall not complete supervised student teaching until the fourth year in college.

#### **Regulations Relating to Standards for Training Schools**

85. The school in which observation, participation and supervised student teaching are done shall be composed of normal children of public school age; be a regularly organized school; shall be either on the campus of the institution and/or an urban, village, or rural school; and shall meet the standard of efficiency prescribed by the

State Board of Education for such schools. To meet these standards the school shall be:

- a. Appropriately and adequately housed in a building that is sanitary, and equipped with suitable furniture, libraries and teaching supplies.
- b. Each classroom shall provide conditions where pupils may learn effectively, where students may observe, participate and practice effectively, and shall be taught by a teacher meeting the standards set up by the State Department of Education.
- c. **In the training school** there shall be at least one full time training school teacher in charge of at least 30 children for every 18 college students each of whom does during the year a total of 90 clock hours of student teaching or an equivalent load.

#### **Regulations Relating to Amount of Student Teaching**

86. In campus training schools there shall be a maximum of seven student teachers per critic teacher per semester provided each student does 108 clock hours of supervised teaching. In affiliated training schools there shall be a maximum of five student teachers per critic teacher per semester provided each student does 108 clock hours of supervised student teaching.

87. **A three semester hour course** in supervised teaching shall consist of a minimum of 54 periods of at least 50 minutes in length. At least 50 per cent of the time shall be devoted to class-teaching.

#### **Regulations Relating to Admission to Training School**

88. Before a student is admitted to the training school to do supervised student teaching he shall have met the following prerequisites:

- a. The attainment of a scholastic standing of one or "C" in all courses completed at the time student teaching begins.
- b. For two-year curricula
  - (1) The completion of at least one-half of the minimum requirements in English for the curriculum pursued.
  - (2) The completion of at least one-half of the minimum requirements in Education courses.
- c. The completion of a minimum of 32 semester hours of required courses in the two-year elementary curriculum.
- d. For four-year curricula
  - (1) The completion of two-thirds of the minimum requirements in the core curriculum and in the subject fields in which student teaching is done.
  - (2) The completion of two-thirds of the required courses in education other than student teaching.
  - (3) The completion of a total of 90 semester hours of work.

89. The spirit and organization of the training school should be such that learning may take place effectively and economically.

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## GENERAL REGULATIONS

90. No certificate shall be issued to an applicant until **written application** has been made upon forms furnished by the State Department of Education, an **official transcript** has been filed showing all college credits earned up to the time application is made, and the **legal fee** has been paid.

91. **Application for Certificate** must be made upon forms prepared by the Department of Education. The application form will be mailed upon request.

92. **Complete application must be filled**, i. e., the applicant should write in every space in which information is requested. Each application shall be signed by the applicant in person.

93. **Each applicant for a certificate must be recommended** by a school official and the signature of the recommending officer shall be on the application.

94. **Full name should be printed** on the application in the space provided for that purpose. Married women should give their maiden names, if any of their credits were earned before marriage.

95. **Applications for renewal or extension** of certificates must be accompanied by the certificate to be renewed or extended.

96. **The applicant is responsible for having transcripts of credits sent.**

97. **Fee for certificate should not be sent** until it is requested.

98. **Personal checks will not be accepted** in payment of fees for the issuance of certificates.

99. **If applicant is teaching at the time he applies for a certificate**, he should give the date on which he began such employment.

100. **All certificates shall be issued** as of July 1 in the calendar year in which they are issued and they shall expire on June 30.

101. **Time Limit for Renewals.**—Any certificate for teaching or for holding an administrative position, which expires on June 30, of any year, may be renewed provided renewal requirements have been completed and filed with the Superintendent of Public Instruction before September 1, of the year in which the certificate expires; provided, further, that the certificate shall be renewed as of July 1, of the year in which it expires.

102. Delays in issuing certificates are due to the fact that not all of the necessary application requirements have been completed. Applicants should furnish all the information asked for in the application promptly in order to avoid delays.

103. **Reciprocal Relations.**—A certificate may be issued to a person educated in an accredited institution outside of Kentucky when he has completed a curriculum substantially equivalent to the curriculum required for the issuance of the certificate applied for, and has completed all general requirements for certificates in Kentucky.

**REGULATIONS FOR FILING CURRICULA UPON WHICH CERTIFICATES ARE ISSUED.**

104. Each college or university offering curricula for the preparation of teachers shall file a copy of each curriculum offered with the State Board of Education before the date said curriculum is to be offered, which curriculum shall be submitted on forms prepared by the Superintendent of Public Instruction and approved by the State Board of Education.

105. The State Board of Education through the Superintendent of Public Instruction shall examine each curriculum for the preparation of teachers filed by a state institution for higher education, and if any curriculum filed in accordance with the regulations of the State Board of Education meets the requirements prescribed by the Council on Public Higher Education it shall be approved.

106. The State Board of Education through the Superintendent of Public Instruction shall examine curricula filed by private and municipal colleges and universities for the training of teachers, and when a curriculum filed in accordance with the regulations of the State Board of Education meets the requirements prescribed by the Council of Public Higher Education for state institutions of higher education and is equivalent to a curriculum approved for state institutions of higher education, and when it otherwise meets the requirements of law and the regulations of the State Board of Education it shall be approved.

107. The State Board of Education through the Superintendent of Public Instruction shall examine curricula filed by the two state institutions of higher education for colored persons, and if a curriculum filed in accordance with law and the regulation of the State Board of Education is equivalent to a curriculum approved by the State Board of Education for the preparation of teachers for white schools it shall be approved.

108. When a curriculum has been approved by the State Board of Education for the preparation of teachers and administrators it shall become the basis for the issuance of the certificate for which it is designed to prepare.

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109. Each curriculum filed for the approval of the State Board of Education shall give the catalogue number and catalogue description of each course included, the number of semester hours assigned to each course, and such other information as may be required to administer the program.

110. No college or university may offer curricula for the preparation of teachers and administrators unless it is a standard college or university as defined in Section 4502-2, Kentucky Statutes, and meets the requirements of law and regulations of the State Board of Education.

111. Curricula two years in length for the preparation of elementary teachers, and for attendance officers may be submitted for approval by standard junior colleges or standard senior colleges.

112. Curricula four years or more in length for the training of elementary teachers, secondary teachers, principals, superintendents, and attendance officers may be submitted for approval only by standard senior colleges and universities and/or standard graduate schools.

113. All observation, participation, and supervised student teaching required for the issuance or renewal of certificates shall be done according to the standards prescribed by the State Board of Education.

114. All institutions of higher education offering curricula for the preparation of teachers shall be regularly inspected by the Superintendent of Public Instruction or his representative to determine whether such institutions are meeting the requirements of law, the regulations of the State Board of Education and standards prescribed by the Council on Public Higher Education.

115. In inspecting colleges offering curricula for the preparation of teachers the Superintendent of Public Instruction or his representative shall visit each college and/or require written reports from each college offering curricula, and shall report to the State Board of Education annually concerning the progress in teacher preparation.

116. The Superintendent of Public Instruction shall prepare or cause to be prepared blanks and report forms needed to carry into effect the laws and regulations of the State Board of Education relating to teacher preparation and certification.

## REGULATIONS RELATING TO CORRESPONDENCE AND EXTENSION WORK.

117. A college desiring to offer extension work for credit toward the issuance and/or renewal of certificates shall submit its application for the approval of such work to the State Board of Education upon forms approved by the State Board of Education and shall furnish such information as necessary as a basis of such approval. No institution shall offer courses for credit to be used in issuing or extending certificates until the extension program of such institution has been approved.

118. Residence credit shall be credit earned on the campus in regularly scheduled classes of an accredited institution of higher learning.

119. Extension credit may be accepted in the issuance of certificates only from standard four-year colleges which are members of the Association of Colleges and Universities of the Southern States, or the American Association of Teachers Colleges or other regional accrediting associations.

120. Credit for the issuance and renewal of certificates earned in an extension class shall be valid only when the class is taught by a regular resident-member of the college faculty who teaches in his major field of preparation for college teaching.

121. Extension work shall be counted as a part of the regular teaching load of resident faculty members.

122. The admission requirements and enrollment technique for students taking extension work must be the same as for regular students in residence.

123. Students will be admitted to extension courses who satisfy all prerequisites for those courses in exactly the same manner as in residence.

124. Where courses are required for a degree, not more than one-half of the work of any department can be done by extension.

125. The library facilities for any course offered by extension must be approved by the head of the department offering the credit. A written copy of the library regulations must be kept on file in the institution.

126. Credit shall not be given for a three-hour course completed by correspondence in less than five weeks; for a two-hour course completed in less than four weeks; or a one-hour course completed in less than two weeks.

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127. A minimum of 75 per cent of the credit required for a degree or certificate must be earned in residence in an accredited college.

128. Examinations for correspondence work shall be conducted in the following manner:

- a. In all cases where practicable, examinations shall be given on the campus of the institution giving the work.
- b. In cases where it is impracticable to comply with the regulation "a" above, examinations shall be given on the campus of a college belonging to a standard regional association and under the direction of the dean, registrar, or director of extension of the institution where the examination is given.
- c. In cases where it is impracticable to comply with the regulations "a" and "b", an examination may be administered by a county or city superintendent or the principal of an accredited high school under careful institutional regulations.

129. The minimum tuition for extension courses shall be \$3.50 per credit hour.

130. Extension practices of all institutions, in so far as they affect students, shall be as uniform as practicable. To that end, directors should seek to discover and adopt the best practices for conducting extension teaching, both class and correspondence.

131. Students shall not be allowed to receive more than six credits per semester or twelve hours within the calendar year by extension.

132. Students in residence shall not be permitted to do extension work without permission of their dean.

133. Three-fourths of the total amount of credit required for the issuance of any certificate shall be residence credit, provided that, laboratory courses in subject fields, and professional courses requiring observation, participation, and/or teaching in campus or affiliated training school shall be in residence.

134. Extension credit in the renewal of certificates, except where otherwise specified, will be accepted up to 50 per cent of the total credits presented for the renewal of any certificate. Graduate credit for the renewal of a certificate shall be earned in residence.

135. Credit earned by correspondence, extension classes, travel courses, and credit earned through other off-campus programs shall so be designated on the official transcripts and shall be classified as extension or non-resident work.

#### **REGULATIONS RELATING TO SUMMER SESSION LOAD**

136. Regulations relating to maximum load that may be carried by a student in summer session.—The maximum load carried for

credits for the issuance or renewal of a certificate by a student enrolled in summer sessions shall be as follows:

- a. For one term of 30 school days—7 semester hours
- b. For two terms of 30 school days each—13 semester hours
- c. For one term of 15 days—3 semester hours
- d. For one term of 30 days followed by a 15-day term—9 semester hours
- e. No credit in excess of 14 semester hours earned during a summer session in any one summer may apply toward the issuance or renewal of a certificate. After September 1, 1938, no credit in excess of 13 semester hours earned during a summer session in any one summer may apply toward the issuance or renewal of a certificate. Summer session as used in this regulation means the period of time between the close of the regular college year in June and September first.

#### **REGULATIONS RELATING TO THE TRANSFER OF CREDITS**

137. **College credits** shall be transferred upon forms furnished by the Department of Education or other forms approved by the Department.

138. **Official transcripts** of credits are transcripts that are certified by the registrar of the institution in which college training was done or in which training was validated.

139. **Recommendation by the official** certifying the transcript shall state that, as far as the applicant's record in that institution is concerned, the certificate should be granted.

140. **Transcripts of credits** shall show the applicant's fields of preparation by giving a summary of major and minor fields with the credit earned in each major field or minor field.

141. **Transcripts of college credits** shall show that the applicant has completed all college entrance requirements.

142. **Transcripts of credits of all applicants for certificate** shall show that the quality of work done (average point standing) by the applicant in college shall be as high as the minimum quality maintained for graduates of the college certifying the transcript.

143. **Official transcripts** shall show only the work for which the college gives the applicant full credit toward graduation in the institution certifying the transcript.

144. **Official transcripts** shall state whether the quality (average point standing) of work done by the applicant is equal to the quality of work which the institution certifying the credit will accept toward graduation.



## REGULATIONS RELATING TO COLLEGE LEVELS

145. **Credit for Junior Colleges.**—Sixty-seven semester hours constitute the maximum that can be accepted from a junior college. This 67 semester hours shall include any work already completed in other institutions previous to the date of completion of work in the junior college.

146. **A major shall require** the completion of a minimum of 24 semester hours of standard college work.

147. **A minor shall require** the completion of a minimum of 18 semester hours of standard college work.

148. **A year of graduate study shall require** the completion of the requirements for a Master's Degree in a standard graduate school.

149. **Any additional college credit** accepted in the reissuance or renewal of certificates based upon college graduation, shall be of graduate grade.

## REGULATIONS RELATING TO ACCREDITED COLLEGES

150. Before a college may offer curricula for training teachers and administrators approved by the State Board of Education, it must be first fully accredited by one of the following accrediting agencies:

1. The Association of Colleges and Universities of the Southern States
2. The American Association of Teachers Colleges.
3. The Kentucky Association of Colleges and Universities
4. The University of Kentucky.

In addition to being fully accredited by one of these agencies the curricula of each college must be approved by the State Board of Education.

### 151. **Curricula Which May Be Offered in Senior Colleges.**

1. Two year curricula for elementary teachers.
2. Four year curricula for elementary teachers.
3. Four year curricula for secondary teachers.
4. Four year curricula for administrators.
5. Graduate schools may offer curricula beyond four years.

### **Curricula Which May Be Offered in Junior Colleges**

152. Two year curricula for elementary teachers.

Accredited Colleges Whose Curricula for Training Teachers Have Been  
Approved by the State Board of Education and the School  
Levels for Which Curricula Have Been Approved.

Names of Colleges	Type of Position for Which Curricula are Offered		
	Elementary	Secondary	Admini- strative and Supervisory
Eastern Kentucky State Teachers College .....	x	x	x
Morehead State Teachers College .....	x	x	x
Murray State Teachers College .....	x	x	x
University of Kentucky .....	x	x	x
Western Kentucky State Teachers College .....	x	x	x
Kentucky State Industrial College (c) .....	x	x	x
Asbury College .....		x	
Berea College .....	x	x	x
Bowling Green College of Commerce .....		x	
Centre College .....		x	
Georgetown College .....	x	x	x
Kentucky Wesleyan College .....	x	x	x
Nazareth College .....	x	x	x
Transylvania College .....		x	
Union College .....	x	x	x
University of Louisville .....		x	x
Villa Madonna College .....	x	x	
Louisville Municipal Col. (c) .....	x	x	
Ashland Jr. College .....	x		
Bethel's Woman's College .....	x		
Campbellsville College .....	x		
Caney Junior College .....	x		
Cumberland College .....	x		
Lees Junior College .....	x		
Lindsey Wilson Junior College .....	x		
Mt. St. Joseph Junior College .....	x		
Nazareth Jr. College .....	x		
Pikeville College .....	x		
St. Catherine Junior College .....	x		
Sue Bennett College .....	x		
Ursuline Sacred Heart College .....	x		

153. **College Graduate.**—A college graduate shall be defined as a person who has been certified by the registrar of an accredited four-year college as having completed all the requirements for the Baccalaureate degree in that institution. Such certification shall be accompanied by a statement that the degree will be conferred at the

next commencement exercise and also a statement of the date upon which the degree will be conferred.

## LEGISLATIVE PROVISIONS FOR EDUCATION AND CERTIFICATION OF TEACHERS

**1. Certification Authority.**—(Section 4502-1 Kentucky Statutes.)—The certification of all superintendents, principals, teachers, supervisors, attendance officers, and other administrative, supervisory, or instructional employees shall be vested in the State Board of Education. All certificates provided for by this act and that may be issued under this act shall be issued in accordance with the published rules and regulations of the State Board of Education through its executive officer, the Superintendent of Public Instruction. Certificates shall be issued, reissued, and renewed to former students, students and graduates of the State Teachers' Colleges of Kentucky for white persons and of the College of Education of the University of Kentucky upon the basis of the completion of curricula prescribed by the Council on Public Higher Education for each or any of the certificates provided for herein or as may hereafter be provided by law, and the curricula when so prescribed may be approved by the State Board of Education.

Certificates shall be issued to the former students, students and graduates of the two State Institutions for colored persons in accordance with law and in accordance with the rules and regulations of the State Board of Education.

The State Board of Education is hereby authorized and directed to approve the curricula of any standard college or university, or of any department thereof for the training of teachers, when the curricula comply with the rules and regulations of the State Board of Education and when the institution shall have curricula equivalent to any or all the curricula prescribed for the State Institutions for any of the certificates for teaching issued to students of such schools and as shall have otherwise met the terms and conditions as herein-after provided. Any student of such institution who shall have completed any of these curricula or the equivalent thereof, as approved by the State Board of Education, and who in addition thereto shall have completed the prescribed requirements for the issuance of certificates for teaching to students of the State institutions may, by the State Board of Education, be granted a certificate for teaching of the same validity and tenure as certificates which are issued to students completing like requirements in the State Institutions. (1934, c. 65, p. 295.)

**2. Council on Public Higher Education.**—Council created (Section 4527-1, Kentucky Statutes.)—For the purpose of coordinating the work of public higher education in this Commonwealth, there is hereby created a Council on Public Higher Education in Kentucky. (1934, c. 65, p. 317.)

**3. Membership of Council.** (4527-2, Kentucky Statutes.—The Council on Public Higher Education shall be composed of the following members: The president or chief executive officer of each of the following institutions of higher learning for white persons—the University of Kentucky, Eastern Kentucky State Teachers College, Western Kentucky State Teachers College, Murray State Teachers College, and Morehead State Teachers College; a member, other than the Superintendent of Public Instruction, of the board of regents of each of the four above mentioned state teachers' colleges, said member to be selected by the board of regents of each teachers' college; three appointive members of the board of trustees of the University of Kentucky to be selected by the board of trustees of said University; two lay members of the State Board of Education to be selected by the State Board of Education; the dean of the College of Education of the University of Kentucky; and the Superintendent of Public Instruction of the Commonwealth, who shall be ex-officio chairman of the Council. When the Council shall meet to consider curricula for teacher training, three persons who are from accredited institutions of higher learning, who are not members of the Council, and who have been appointed by the Executive Committee of the Association of Kentucky Colleges and Universities, shall be invited to meet with the Council in an advisory capacity. (1934, c. 65, p. 317.)

**4. Powers, Duties, and Functions of Council.** Section 4527-3 Kentucky Statutes.) This Council of sixteen members shall be known as the Council on Public Higher Education in Kentucky. It shall be the duty of the Council on Public Higher Education in Kentucky, and it shall have power:

a) To coordinate the work and determine the curricula offerings of the five public institutions of higher learning, for white persons in Kentucky; namely, the University of Kentucky, Eastern Kentucky State Teachers College, Western Kentucky State Teachers College, Murray State Teachers College, and Morehead State Teachers College, on the basis of efficiency and economy.

b) To determine the amount of entrance fees and the qualifications for admission to each of the above mentioned institutions of higher learning for white persons.

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c) To consider the budgetary requirements of each of the above mentioned institutions of higher learning in Kentucky and, on the basis of the needs of the various institutions, as indicated by the individual budget submitted, to recommend to the state budget committee or other proper authority a budget covering the needs of the five institutions.

d) To require such reports from the executive officers of each of the above mentioned institutions of higher learning as it may deem necessary for the effectual performance of its duties.

e) To publish at least biennially a report of the educational and financial affairs of the five institutions of higher learning for white persons maintained by the Commonwealth.

f) To elect, if it deems necessary, a part-time or a full-time secretary. (1934, c. 65, p. 318.)

##### 5. General Provisions Relating to Certification.

a. **Publication of State Board Rules and Regulations.**—(Section 4502-12, Kentucky Statutes.)—The State Board of Education, upon the recommendation of the Superintendent of Public Instruction, shall from time to time publish bulletins containing information on the kinds and grades of certificates issued; the rules and regulations governing the issuance of each kind and grade of certificate issued, schools offering teacher-training courses, the renewal of certificates, the transfer of certificates to and from other states the acceptance of credentials from institutions of other states, and such other information relating to the training and certification of teachers as it deems advisable. (1934, c. 65, p. 303.)

b. **Maintenance of Practice Schools.**—(Section 4527-50, Kentucky Statutes.)—The board of regents of each of the four state teachers' colleges may maintain in connection with the said teachers' colleges, a model and practice school, under the supervision of thoroughly trained teachers for the purpose of giving observation and practice work to the student teachers. (1934, c. 65, p. 337.)

c. **Definition of Standard College or University.**—(Section 4502-2, Kentucky Statutes.)—An institution which is a member of the Association of Colleges and Universities of the Southern States or the American Association of Teachers Colleges or the Kentucky Association of Colleges and Universities or which may be recognized as an accredited four-year institution by the University of Kentucky shall be deemed a standard college or university in the meaning of this act.

d. **Definition of Standard Graduate Work.**—(Section 4502-2, Kentucky Statutes.)—Standard college or university work of grad-

uate grade shall be interpreted to mean approved work in an institution belonging to any of the accrediting agencies set out herein and which institution has a program of work extending beyond four years of college or university work.

e. **Definition of Semester Hour.**—(Section 4502-2, Kentucky Statutes.)—Within the meaning of this act, a semester shall consist of eighteen weeks (one-half year) of standard college or university work, and a semester hour shall consist of one academic or college hour per week for one semester. (1934, c. 65, p. 297.)

f. **General Qualifications for Certificates.**—(Section 4502-11, Kentucky Statutes.)—No person shall receive or hold any certificate provided for in this act who does not present evidence of a good moral character, or who is under eighteen years of age; and no one shall be eligible to hold any public school position for which certificates may be issued, or receive salary for services rendered in such position, who does not hold a certificate of legal qualifications for such position. (1934, c. 65, p. 303.)

g. **Who Shall Hold Certificates.**—(Section 4502-10, Kentucky Statutes.)—Each superintendent, principal, teacher, supervisor, attendance officer, or other administrative, supervisory, or instructional employee of a public or common school shall hold the kind and grade of certificate provided by law, for qualifying such person to hold such position. (1934, c. 65, p. 303.)

h. **Fees for Certificates.**—(Section 4502-8, Kentucky Statutes.)—A fee of two dollars (\$2) shall be paid for each issuance of a certificate and a fee of one dollar (\$1) for each renewal or conversion from lower to higher grade. Fees thus collected shall be used toward defraying operating expenses of the Division of Teacher Training and Certification of the State Department of Education. (1934, c. 65, p. 302.)

i. **Kinds of Certificates Issued.**—(Section 4502-3, Kentucky Statutes.)—There shall be issued the following kinds of certificates, namely, elementary certificate, high school certificate, and certificate in administration and supervision. Attendance officer certificates and emergency certificates may be issued as hereinafter provided.

j. **Effective Date.**—The Provisions of Section 4502-3, Chapter VIII of this act, shall become effective on and after September 1, 1935, and until this date certificates shall be issued in accordance with Sections 7, 8, 9, Chapter 86, Acts of 1926, as amended by Chapter 70, Acts of 1932.

k. **Certification of Attendance Officers.**—(Section 4502-4, Kentucky Statutes.)—The State Board of Education, upon the recom-

mentation of the Superintendent of Public Instruction, shall prepare rules and regulations providing for the certification of attendance officers. (1934, c. 65, p. 301.)

l. **Emergency Certificates.**—(Section 4502-5, Kentucky Statutes.)—When a district board of education shall satisfy the State Board of Education that it is impossible to secure qualified teachers for a position or positions in the school under the control of such district board of education, the State Board of Education may, on approval of the Superintendent of Public Instruction, issue emergency certificates to persons who meet the qualifications which the State Board of Education shall determine for emergency certificates. An emergency certificate shall be valid only for the specific job for which issued and for the current school term.

The State Board of Education, may at its discretion, require the passing of a written examination before such emergency certificate shall be issued. In case an examination is used, it shall be prepared and administered and the papers graded in the State Department of Education under the direction of the Superintendent of Public Instruction, in accordance with the rules and regulations approved by the State Board of Education for such examinations. (1934, c. 65, p. 301.)

m. **The Renewal of Certificates.**—(Section 4502-7, Kentucky Statutes.)—Certificates lower than the standard provided for in this act may be raised to a higher grade only by completing in a standard college or university the amount of academic and professional work prescribed for such renewal or for such higher grade certificate. (1934, c. 65, p. 302.)

n. **Certificates of Former Issue.**—(Section 4502-6, Kentucky Statutes.)—The validity of any certificate or license in force at the time this act goes into effect shall not be impaired by this act, and such certificate or license shall be reissued or renewed in accordance with the terms of the law applying at the date of issue. (1934, c. 65, p. 302.)

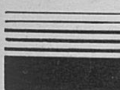
o. **Power to Revoke Certificates.**—(Section 4502-9, Kentucky Statutes.)—The State Board of Education may, on the written recommendation of the Superintendent of Public Instruction, revoke, for immorality, misconduct in office, incompetency, or wilful neglect of duty, any certificate issued under this act, or any certificate or license issued under any previous act, to superintendents, principals, teachers, supervisors, attendance, officers, or other administrative, supervisory, or instructional employees, after giving the defendant a copy of the charges against him and an opportunity upon not less than

ten days' notice, of being heard in person or by Counsel. (1934, c. 65, p. 302.)

p. **Time Limit for Renewal of Certificates.**—(Section 4502-13 Kentucky Statutes).—That the State Board of Education shall have authority to renew any certificate for teaching or for holding administrative position which expires on June 30 of any year provided renewal requirements have been completed and filed with the Superintendent of Public Instruction before September 1 of the year in which the certificate expires.

All laws and parts of laws in conflict with this act are hereby repealed.

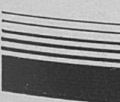
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