

● Commonwealth of Kentucky ●

EDUCATIONAL BULLETIN

REVISING THE TEACHER EDUCATION AND CERTIFICATION PROGRAM

(Certification Laws and Regulations)



(Revision of December, 1950 Bulletin)

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WENDELL P. BUTLER

Superintendent of Public Instruction

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**REVISING THE TEACHER EDUCATION
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Foreword
Introduction
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TABLE OF CONTENTS

	Page
Foreword	1091
Introduction	1092
Validity of Certificates	1094
Section I	
Legal Provisions for Teacher Education and Certification.....	1095
Section II	
Teacher Education and Certification Regulations.....	1103
Filing Curricula	1105
Accredited and Approved Colleges	1106
Standards for Training Schools	1110
Standards for Professional Education	1111
Commissions for Critic Teachers	1112
Graduate Study	1113
Applications and Transfer of Credits	1115
Certification of Elementary Teachers	1117
Conversion of Secondary Certificates to Elementary Certificates.....	1121
Certification of Attendance Officers	1122
Certification of Secondary Teachers	1123
Special Fields	1130
Vocational Agriculture Curriculum	1131
Curriculum for Vocational Home Economics.....	1133
Certification of Administrators and Supervisors.....	1135
New Program of Certification of Administrators and Supervisors....	1136
Certification of School Librarians	1142
Certificates for Trades and Industries.....	1143
Certificates for Teachers of Exceptional Children.....	1145
Emergency Certificates and Measures.....	1149
Correspondence and Extension	1152
Teaching Experience	1155
Qualifications of Board Members	1155
Restoring to University of Kentucky Authority to Offer Elementary Curricula at the Two-year Level.....	1156
Validating City Certificates	1156
Reissuance of Certificates Issued by Colleges.....	1156
Renewal and/or Extension of Certificates Formerly Issued by the State Colleges	1159

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FOREWORD

This bulletin is a revision of the December, 1950 bulletin. It contains all certification laws and regulations. These are presented as guides to teacher education institutions in the preparation of teachers and as a basis for the certification of teachers who desire to become legally qualified to teach in the public schools of the Commonwealth.

Some of the changes in certification regulations as described in this publication will become effective September 1, 1952; others will become effective September 1, 1953. It is hoped, therefore, that this information will be of real service to members and prospective members of our profession.

The Council on Public Higher Education and the State Board of Education have revised the programs of teacher education and certification with a sincere desire to improve the quality of educational leadership in Kentucky. The revised programs as described in this bulletin represent approaches to the improvement of qualitative as well as quantitative programs of preparation for school leaders. The revisions carry significant implications for improvement in elementary and secondary programs through better teacher education programs and through higher professional standards for certification of the school personnel.

This bulletin was prepared by the Division of Teacher Education and Certification. Appreciation is expressed to Miss Louise Combs, Mr. O. B. Wilder, and to Miss Louise O'Donnell for bringing up to date the State Board regulations on teacher education and certification.

WENDELL P. BUTLER
Superintendent of Public Instruction

INTRODUCTION

The Cooperative Study in teacher education, sponsored by the State Board of Education, the Council on Public Higher Education, and the General Education Board, covered the four-year period 1943-47. The study had a two-fold purpose: (1) to determine if the quality of living in a community could be improved through a school program which is related to everyday problems of living and (2) to develop the kind of teacher education programs necessary to prepare school leaders and teachers for schools of this type. Seven colleges, six county school systems, and two individual schools in the seventh county were pilot colleges and schools in the development of this study. The Cooperative Study moved toward revising and improving the teacher education and certification program step by step. Much work was done on the following problems:

1. Determining the characteristics of a good school
2. Suggesting the characteristics of a teacher and other school leaders of a good school
3. Suggesting the needed emphasis in teacher education which will tend to develop the kind of school leaders needed for a good school
4. Suggesting changes in the curriculums for teacher education and certification

This study was directed by Dr. R. E. Jagers, who served as Director of the Division of Teacher Education and Certification until September 19, 1947. The following excerpt from Teacher Education Circular No. 72, prepared by Dr. Jagers, is significant in showing the process used in arriving at the certification regulations contained in this bulletin:

"The four years spent on the Teacher Education Study brought a large number of persons together. Persons within each college worked together; State Department staff and college staffs worked together; college staffs and State Department staff worked with people in the elementary and secondary school; and all worked together. Every level of the schools and every area of learning came together in trying to find ways and means of preparing a teacher to meet the needs of the service. There has thus developed a point of view which has had wide acceptance among school people in Kentucky at every level. This point of view may be expressed in this fashion. The education of a teacher is of sufficient importance that every resource possible must be used in her preparation, and every person who is touched by the teacher should be concerned with her

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preparation. It seems to be the accepted belief that we should use the community pattern of action (working together) in formulating the program of learning for the prospective teacher."

The recommendations of the various committees for certification curriculums were made to the Advisory Committee during the summer and fall of 1947. The recommendations were approved by the Council on Public Higher Education on November 25, 1947, and adopted by the State Board of Education, December 19, 1947.

Many of the recommendations made by the profession through the Cooperative Study could not be adopted by the Council and by the State Board of Education because of legal restrictions. This was particularly true in the area of certification of principals, supervisors, and superintendents.

The 1950 Legislature removed these restrictions and placed all certification authority in the State Board of Education. Certification committees with wide representation from the profession were appointed to re-study the 1947 recommendations in areas of preparation and certification of school administrators and to make recommendations in light of the changing functions in these school leadership positions in our society today.

In view of the fact that school leadership positions are among the most important positions in any local community the recommendations adopted by the State Board of Education in June 1951, to become effective September 1952, include high standards for our professional leaders. The new program is unique in the nation because it is based on competencies essential for effective school leadership and includes programs of preparation designed to develop these competencies. The new program, therefore, raises both the quantitative and qualitative standards of preparation and certification of school personnel. Kentucky is moving ahead with the Nation in an all out effort to provide school personnel adequately equipped to meet the challenge facing public education in today's world.

The certification programs are flexible, set up in broad terms. A great deal of freedom has been left to each college in adapting its program of teacher education to the needs of the students preparing to enter the teaching profession. The certification requirements contained in this bulletin are offered as guides in the preparation of administrators and teachers of Kentucky's children and young people.

VALIDITY OF CERTIFICATES

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.	
Advanced	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 ¹	B	2 Col.	*	*		*	*					
Standard High School	B	4 Col.	*	*		*	*					
Standard Elementary ²	B	2 Col.	*			*	*					
Standard ²	B	2 Col.	*	*		*	*					
Attendance Officer	B	2 Col.										*
**Prov. Elementary	A	2 Col.	*			*						
**Prov. Adm. and Super.	A	4 Col.	*	*	*	*	*	*	*	*	*	*
Prov. High School ⁴	A	4 Col.		*		*						
**Standard Elementary ³	A	4 Col.	*			*						
Standard High ⁴	A	5 Col.		*		*						
**Standard Adm. and Supervision	A	5 Col.	*	*	*	*	*	*	*	*	*	*
*Attendance Officer	A	2 Col.										*
**Prov. Att. Officer	A	4 Col.										*
Std. Att. Officer	A	5 Col.										*
Standard for School Librarians	A	5 Col.										*
Provisional for School Librarians	A	4 Col.										*

¹ 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.

² Principals are required to have two years experience.

B—Issued before September 1, 1935.

A—Issued after September 1, 1935.

³ The Standard Elementary certificate, based upon four years of college is valid in grades 1 to 8 regardless of the school organization.

⁴ The high school certificate is valid in grades 7 and 8 in any organization.

* After July 1, 1948, the Attendance Officer's certificate on the two-year curriculum will not be issued.

** Has been repealed and revised, see Pages 1118, 1150.

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Section I
LEGAL PROVISIONS FOR TEACHER EDUCATION
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156.090 [4502-12] Certificates of School Employes; Board to Publish Regulations Concerning.—The State Board of Education, upon the recommendation of the Superintendent of Public Instruction, shall 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, 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.

***156.095 Program of In-service Teacher Training.**—The State Department of Education is hereby authorized to establish, direct and maintain a state-wide program of in-service teacher training. Said program shall be organized and operated for the purpose of improving instruction in the public common schools and for the improvement of the leadership qualities and professional competence of principals, supervisors and teachers and for such other services in the improvement of instruction in the public common schools as may be approved from time to time by the State Board of Education on the recommendation of the Superintendent of Public Instruction. The program shall be directed and supervised by the Division of Teacher Training and Certification in accordance with a program approved by the Superintendent of Public Instruction and in accordance with the rules and regulations of the State Board of Education approved on the recommendation of the Superintendent of Public Instruction.

164.010 [4527-1; 4527-2; 4527-3] Council on Public Higher Education; Membership.—There shall be a Council on Public Higher Education in Kentucky, to be composed of the president or chief executive officer of 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 state teachers colleges to be selected by the board of regents of each teachers college; three

* Included in Acts of 1950 Legislature. Became effective July 1, 1950.

appointive members of the board of trustees of the University of Kentucky to be selected by the board of trustees of the 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, who shall be chairman of the council. When the council meets 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.

164.020 [4527-1; 4527-3] Powers and Duties of Council.—The Council on Public Higher Education in Kentucky shall:

(1) Coordinate the work and determine the curricular offerings of the state institutions of higher learning for white persons in Kentucky, on the basis of efficiency and economy.

(2) Determine the amount of entrance fees and the qualifications for admission to each of such institutions.

(3) Consider the budgetary requirements of each of such institutions and, on the basis of the needs of the various institutions as indicated by the individual budgets submitted, recommend to the Department of Finance a budget covering the needs of the institutions.

(4) Require such reports from the executive officers of each of such institutions as it deems necessary for the effectual performance of its duties.

(5) Publish at least biennially a report of the educational and financial affairs of such institutions.

(6) Elect, if it deems necessary, a secretary.

161.010 [4502-2] Definitions of Terms Used in KRS 161.020 to 161.130.—As used in KRS 161.020 to 161.130.

(1) "Standard college or university" means an institution that is a member of the Association of Colleges and Universities of the Southern States, the American Association of Teachers Colleges, or the Kentucky Association of Colleges and Universities, or that is recognized as an accredited four-year institution by the University of Kentucky.*

*The University of Kentucky is withdrawing accrediting services after 1953.

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(2) "Standard college or university work of graduate grade" means approved work in a standard college or university that has a program of work extending beyond four years of college or university work.

(3) "Semester" means eighteen weeks (one-half year) of standard college or university work.

(4) "Semester hour" means one academic or college hour per week for one semester.

161.020 [4502-6; 4502-10; 4502-11; 4503-2] Certificates Required of School Employees; to be Filed; Validity of Certificates Issued Under Former Law.—(1) No person shall be eligible to hold the position of superintendent, principal, teacher, supervisor, attendance officer, or other public school position for which certificates may be issued, or receive salary for services rendered in such position, unless he holds a certificate of legal qualifications for such position.

(2) No person shall enter upon the duties of a position requiring certification qualifications until his certificate has been filed or credentials registered with the board of education employing him.

(3) The validity of any certificate or license in force on June 14, 1934, is not impaired by the provisions of KRS 161.020 to 161.130, and such certificate or license shall be reissued or renewed in accordance with the terms of the law applying at the date of issue.

Richardson v. Bell County Board of Education, 296 Ky. 520. Positions of teacher and Asst. Supt. incompatible. (February 1, 1944.)
Martin v. Knott County Board of Education, 575 Ky. 483. Qualifications of applicant as teacher must be determined at the time he begins to fulfill contract and not at the time that application is made. (November 22, 1938.)

161.030 [4502-1] Certification Authority.—(1) The certification of all superintendents, principals, teachers, supervisors, attendance officers and other administrative, supervisory or instructional employees is vested in the State Board of Education. All certificates issued under KRS 161.010 to 161.130 shall be issued in accordance with the published rules and regulations of the State Board of Education through the Superintendent of Public Instruction.

(2) Certificates shall be issued, reissued and renewed to persons who have completed, at the state teachers colleges of Kentucky for white persons or at the College of Education of the University of Kentucky, the curricula prescribed by the Council on Public Higher Education and approved by the State Board of Education for the certificates.

(3) Certificates shall be issued to persons who have attended

the state institutions for colored persons in accordance with law and in accordance with the rules and regulations of the State Board of Education.

(4) The State Board of Education shall 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 are equivalent to any or all the curricula prescribed for the state institutions for the issuance of certificates to students of the state institutions, and when the institution has otherwise met the terms and conditions provided in KRS 161.010 to 161.130. Any student of such institution who has completed any of these curricula or the equivalent thereof, as approved by the State Board of Education, and who in addition thereto has 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 issued to students completing like requirements in the state institutions.

Daviess County Board of Education vs. Vanover, 219 Ky. 565; and McLeod v. State, 122 S. W. 737. When a teacher has completed the qualifications required by the Commonwealth of Kentucky and is not otherwise unfit morally or in ill health, and meets the educational standard fixed by the county board of education, he has a right to teach in the common schools and that an attempt of the county board to prevent married women who meet the above qualifications from teaching in the county schools is unauthorized, and an abuse of discretion. (April 29, 1927.)

***161.035** Sections 161.050, 161.060, 161.070, 161.080, and 161.090 of the Kentucky Revised Statutes hereby are repealed. The validity of any certificate which is in force on June 30, 1950 shall not be impaired by the provisions of this Act and such certificate shall be issued, renewed or extended in accordance with the terms of the law applying at the date of issue of such certificate.

***161.040 General Qualifications for Certificates.**—No person shall receive or hold any certificate who does not present evidence of good moral character or who is under eighteen (18) years of age.

161.100 [4502-5] Emergency Certificates. — When a district board of education satisfies the State Board of Education that it is impossible to secure qualified teachers for a position in a school under the control of the district board, the State Board of Education may, on approval of the Superintendent of Public Instruction, issue emergency certificates to persons who meet the qualifications determined by the State Board of Education for emergency certifi-

* Acts of 1950 Legislature. Became effective March 22, 1950.

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ates. 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 require the passing of a written examination before an emergency certificate is issued. The examination 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 rules and regulations approved by the State Board of Education.

161.110 [4502-13] When Certificates to be Renewed.—The State Board of Education may renew any certificate for teaching or for holding administrative position which expires on June 30 of any year if renewal requirements have been completed and filed with the Superintendent of Public Instruction before September 1 of the year in which the certificate expires.

161.120 [4502-9] Revocation of Certificates.—Any certificate issued under KRS 161.010 to 161.110, or any certificate or license issued under any previous law to superintendents, principals, teachers, supervisors, attendance officers or other administrative, supervisory or instructional employees may be revoked by the State Board of Education, on the written recommendation of the Superintendent of Public Instruction, for immorality, misconduct in office, incompetency or willful neglect of duty. Before the certificate is revoked the defendant shall be given a copy of the charges against him and an opportunity, upon not less than ten days' notice, to be heard in person or by counsel.

Additional grounds for revocation of certificates, KRS 158.990, 159.990, 161.990. Removal of school employes, KRS 156.110.

***161.130 Fees for Certificates.**—A fee of four dollars (\$4) shall be paid for each certificate valid for three or more years, and a fee of two dollars (\$2) for each renewal thereof and for each emergency certificate. All fees collected under this Section shall be paid into the State Treasury through the Department of Finance and shall be credited to an Agency Fund Account for the Department of Education under the provisions of Section 45.140 of the Kentucky Revised Statutes and shall be withdrawn or expended as provided in said Section.

* Acts of 1950 Legislature—became effective March 22, 1950.

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Section II

**TEACHER EDUCATION AND CERTIFICATION
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FILING CURRICULA

1. 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.

2. 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.

3. 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 on 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.

4. 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.

5. 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.

6. 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.

7. 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 161.010, Kentucky Revised Statutes, and meets the requirements of law and regulations of the State Board of Education.

8. Curricula two years in length for the preparation of elementary teachers may be submitted by standard junior colleges or standard senior colleges for approval.

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

10. 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.

11. 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.

12. 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.

13. 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.

ACCREDITED AND APPROVED COLLEGES

1. Sixty-seven semester hours constitute the maximum that can be accepted from a junior college. The sixty-seven hours shall include any work already completed in other institutions previous to the date of completion of work in the junior college.
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must be first fully accredited by one of the following accrediting agencies:

- a. The Association of Colleges and Universities of the Southern States.
- b. The American Association of Teachers Colleges.
- c. The Kentucky Association of Colleges and Universities.
- d. The University of Kentucky.

When the University of Kentucky withdraws its accrediting services, September, 1953, institutions of higher education in Kentucky may be accredited for teacher education on the following bases:

- (1) Any institution which is a member of the Southern Association of Colleges and Secondary Schools and which offers curricula to meet the requirements for teaching credentials in Kentucky in accordance with rules and regulations of the State Board of Education shall be considered approved for the education of teachers for Kentucky's schools.
 - (2) Any institution of higher education in Kentucky which is not a member of the Southern Association of Colleges and Secondary Schools which offers curricula to meet the requirements for teaching credentials in Kentucky in accordance with the rules and regulations of the State Board of Education, and which has been recommended favorably by the Division of Teacher Education, shall when approved by the State Board be approved for the education of teachers for the schools of the state.
 - (3) The Division of Teacher Education in the State Department of Education shall be responsible for the supervision of all curricula offered by institutions in Kentucky leading to teaching certificates. Recommendations for approval or for withdrawal of approval shall be made by the Division of Teacher Education to the Advisory Committee, by this committee to the Council, and by the Council to the State Board of Education, which body shall have final authority.
3. 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.
 4. Curricula which may be offered in Senior Colleges:
 - a. Two year curricula for elementary teachers.

- b. Four year curricula for elementary teachers.
 - c. Four year curricula for secondary teachers.
 - d. Four year curricula for administrators.
 - e. Graduate schools may offer curricula beyond four years.
5. Curricula which may be offered in Junior Colleges:
- a. Two year curricula for elementary teachers.
6. The normal load shall be considered as sixteen semester hours but exceptionally strong students may take a maximum 21 semester hours. The normal load for nine weeks summer school shall be 8 semester hours except that exceptionally strong students may take eleven semester hours.

A teacher who is undergraduate holding what is considered a full time teaching position may earn no more than 6 semester hours of undergraduate work per semester while he is actually teaching. (Adopted June 1950 and became effective September, 1950.)

7. A year of graduate study shall require the completion of the requirements for a master's degree in a standard graduate school.
8. 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.

9. CURRICULA OFFERED IN FOUR-YEAR STATE COLLEGES

Name of College	Curricula Offered						
	Elem. Certificates			H. S. Cert.		Adm. and Super.	
	2 yrs.	4 yrs.	5 yrs.	4 yrs.	5 yrs.	4 yrs.	5 yrs.
Eastern Kentucky State Richmond, Kentucky	x	x	x	x	x	x	x
Morehead State Morehead, Kentucky	x	x	x	x	x	x	x
Murray State Murray, Kentucky	x	x	x	x	x	x	x
University of Kentucky Lexington, Kentucky		x	x	x	x		x
Western Ky. State Bowling Green, Kentucky	x	x	x	x	x	x	x
Kentucky State College (c) Frankfort, Kentucky	x	x		x			

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Asbury College
Wilmore, Kentucky

Berea College
Berea, Kentucky

Bowling Green
Bowling Green, Kentucky

Centre College
Danville, Kentucky

Georgetown
Georgetown, Kentucky

Kentucky Wesleyan
Owensboro, Kentucky

Nazareth College
Louisville, Kentucky

Transylvania
Lexington, Kentucky

Union College
Barbourville, Kentucky

University of Louisville
Louisville, Kentucky

Ursuline College
Louisville, Kentucky

Villa Madonna
Covington, Kentucky

11. Two-Year

Ashland Junior College
Bethel Woodport, Kentucky

Brescia College
Campbellsville, Kentucky

Caney Junior College
Cumberland, Kentucky

10. CURRICULA OFFERED IN FOUR-YEAR NON-STATE COLLEGES

Name of College	Curricula Offered					
	Elem. Certificates			H. S. Cert.		Adm. and Super.
	2 yrs.	4 yrs.	5 yrs.	4 yrs.	5 yrs.	4 yrs. 5 yrs.
Asbury College Wilmore, Kentucky	x			x		
Berea College Berea, Kentucky	x	x		x		
Bowling Green Bus. Univ. Bowling Green, Kentucky				x		
Centre College Danville, Kentucky				x		
Georgetown College Georgetown, Kentucky	x	x		x		x
Kentucky Wesleyan College Owensboro, Kentucky	x			x		
Nazareth College Louisville, Kentucky	x	x		x		x
Transylvania College Lexington, Kentucky		x		x		
Union College Barbourville, Kentucky	x	x		x		
University of Louisville Louisville, Kentucky		x	x	x		x
Ursuline College Louisville, Kentucky	x	x		x		
Villa Madonna Covington, Kentucky		x		x		x

11. Two-Year Curricula for the Preparation of Elementary Teachers Offered in the following Junior Colleges

Ashland Junior College	Ashland, Kentucky
Bethel Woman's College	Hopkinsville, Kentucky
Brescia College	Owensboro, Kentucky
Campbellsville College	Campbellsville, Kentucky
Caney Junior College	Pippapass, Kentucky
Cumberland College	Williamsburg, Kentucky

Lees Junior College	Jackson, Kentucky
Lindsey Wilson Junior College.....	Columbia, Kentucky
Loretto Junior College	Nerinx, Kentucky
Midway Junior College	Midway, Kentucky
Nazareth Junior College	Nazareth, Kentucky
Pikeville College	Pikeville, Kentucky
Saint Catharine Junior College.....	St. Catharine, Kentucky
Sue Bennett College	London, Kentucky

STANDARDS FOR TRAINING SCHOOLS

KRS 164.380

1. Provision shall be made for supervised student teaching.
 - a. The school in which supervised teaching is done may be on the campus of the college and under the sole direction of the college, or
 - b. The school may be a public school in a city, village or open country.
 - c. The school used for supervised teaching shall be staffed with qualified critic teachers
 - d. The school shall be organized according to the general pattern of the public schools, and the pupils shall be normal children of public school age, kindergarten to grade 12
 - e. The school plant shall meet the standards of safety, health and usefulness
 - f. The school shall have a suitable library and supplies and equipment adequate to meet the curriculum needs of the pupils.
2. Minimum requirements in supervised student teaching shall be as follows:
 - a. Persons doing student teaching at any level shall have attained a scholastic standing of not less than "C"
 - b. For the two-year elementary curriculum
 - (1) He shall have completed at least 32 semester hours in required courses.
 - (2) He shall have completed the professional education courses prerequisite to student teaching
 - c. For the four-year secondary curriculum
 - (1) He shall have completed a minimum of 90 semester hours of work

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- (2) He shall have completed the professional educational courses prerequisite to student teaching
 - (3) He shall have completed a minimum of 16 semester hours in the fields in which student teaching is done
- d. An undergraduate student shall have been in residence in that college for at least one semester and a graduate student shall have been in residence one summer session of at least 8 weeks.

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3. When supervised student teaching is done in off-campus schools, the college shall provide a trained coordinator of student teaching to supervise the work.
 4. When 80 per cent of the teachers of a school meet the standards set out here, the entire school staff may be approved for student teaching upon recommendation of the college and the state director of teacher education.
 5. When a college engaged in teacher education desires to try out new plans for conducting student teaching, it should be encouraged to do so, but significant variations from these regulations should be with advanced approval of the Council on Public Higher Education and the State Board of Education.

STANDARDS FOR PROFESSIONAL EDUCATION

A college which offers professional courses for the preparation of teachers shall meet the following standards:

1. There shall be a department or division of professional education, adequately staffed and equipped to carry out the purposes of the curriculum.
 - a. Instructors who offer courses in elementary education should have a major in elementary education. Instructors who offer courses in secondary education should have a major in secondary education.
 - b. There should be a professional library covering the field of professional education, which library should be well-supplied with children's books, including the state-adopted textbooks.
 - c. Provision shall be made for observation and supervised student teaching, and credits in professional education shall be recognized only when done in an institution having facilities for observation and practice.

COMMISSIONS FOR CRITIC TEACHERS

1. **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.
2. **Commission for Critic Teaching for Elementary Grades**
 - a. A Standard Elementary Commission may be issued in accordance with the following standards:
 - (1) The requirements for issuing the Standard Elementary certificate shall be met.
 - (2) The applicant shall have completed one course in the supervision of elementary grades.
 - (3) The applicant shall have had a minimum of two years experience teaching in the elementary grades.
 - (4) The applicant shall have completed requirements for a master's degree with a major in elementary education at the graduate level.
 - b. The Standard Elementary Commission shall be valid continuously for critic teaching.
3. **Commission for Critic Teaching for Secondary Grades**
 - a. A Standard Commission for Critic teaching in the secondary grades may be issued in accordance with the following standards:
 - (1) The requirements for the Provisional High School Certificate shall be met.
 - (2) The applicant shall have completed one course in the supervision of instruction in the secondary grades. (The course for supervising teachers offered at the University of Kentucky in the summer of 1949 may be accepted in lieu of this course).
 - (3) The applicant shall have two years experience teaching in secondary grades.
 - (4) The applicant shall have completed requirements for a master's degree with a major in secondary education or in a teaching field.

- b. The Commission shall be valid only in major and minor fields of preparation.
 - c. The Commission shall be valid continuously for critic teaching.
4. No commission for critic teaching may be issued except upon the recommendation of the dean of the college in which critic teaching is to be done.
 5. Emergency Commissions shall be issued for one year subject to renewal on six semester hours of additional work at the graduate level. Emergency Commissions shall not be issued on less than a bachelor's degree, except that those who are employed at the present time may continue on an emergency basis provided that they continue to work toward the degree by submitting not fewer than six semester hours of additional college credit for each renewal.

GRADUATE STUDY

1. The graduate degree granted by the four State Colleges, namely, Eastern Kentucky State College, Western Kentucky State College, Morehead State College, and Murray State College, shall be a professional degree which shall be known as Master of Arts in Education.
2. A person may be admitted to graduate study in education in any of the four institutions named above if he is a graduate of a four year standard college. A person may receive a master's degree in education when he has completed other requirements set out in those regulations and in addition thereto has completed a four-year curriculum for the education of elementary or secondary teachers as prescribed by the Council on Public Higher Education or holds a certificate based upon four years of standard college preparation and valid for teaching in the state in which it was issued.
3. The student shall have an average standing of 2.0 and no credit shall be granted for a grade below "C."
4. Graduate students may take upper division courses but at least 50 per cent of all course work must be in courses open to graduate students only.
5. Requirements for the master's degree may be satisfied by one of the following plans:

Plan I—With a thesis

The residence requirements shall be 36 weeks (No off-campus or extension work, or work in other institutions, except that six semester hours may be completed in another institution upon approval of the institution granting the degree.)

The minimum course credit shall be 24 semester hours.

Plan II—Without a thesis

The residence requirements shall be 36 weeks.

The minimum of credit shall be 30 semester hours, 24 of which must be earned in residence; 6 semester hours may be completed in off-campus work or by extension, or in any other institution or other ways looked upon as desirable by the institution granting the degree.

6. Every candidate for a master's degree in education shall present a minimum of 9 semester hours of graduate credit in professional education and must have had a minimum of 27 semester hours at the undergraduate level and/or graduate level. The minimum time in which a student who does not have a minimum of 12 semester hours in education upon being admitted to the graduate school shall be 45 weeks to complete course requirements for his master's degree.
7. The remainder of the course work shall be determined by the institution in terms of the student's need, provided that it shall be upper division and/or graduate courses.
8. The student shall pass a final examination on all fields presented toward fulfillment of requirements for the degree of master of arts in education.
9. Except as provided in item 5, transferred credit shall not be used to reduce either the residence requirements or minimum number of semester hours required for the master's degree.
10. Teachers holding what would ordinarily be considered a full-time position shall not be permitted to receive graduate credit for more than 4 semester hours during any semester.
11. Residence credit for part-time study at the graduate level shall be 1½ weeks for each semester hour of credit and shall apply to students who carry less than a minimum full-time load.
12. One-half of the course requirements and one-half of the residence work shall be done as a full-time graduate student. In evaluating residence credits a summer term of 8 weeks with a

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minimum load of 6 semester hours of credit shall be regarded as 9 weeks in residence.

New regulations governing graduate work shall go into effect for all persons entering the graduate program on or after the adoption of the program by the State Board and all students, now regularly enrolled in the graduate program, shall be permitted to graduate under present regulations, or under the new regulations. (These 12 regulations adopted March 18, 1949).

13. The University of Kentucky is authorized to grant the Master of Arts Degree in Education on the same basis as is being granted by the four State Colleges.
14. A person may be admitted to graduate study in education in any of the four institutions (Eastern, Western, Murray, and Morehead) and in the University of Kentucky, provided that a student who lacks no more than six semester hours of completing requirements for a degree at the undergraduate level be permitted to enroll and remove his undergraduate deficiency while proceeding with his graduate program, provided further, that this regulation shall apply only to undergraduate students who are doing graduate work in the institution granting the graduate degree.

Credit for full-time residence will not be granted for a semester or term during which a student is removing his under-graduate deficiencies. The residence requirement will be reduced one week for each semester hour of undergraduate deficiency being removed. (Items 13 and 14 adopted September, 1949.)

APPLICATIONS AND TRANSFER OF CREDITS

1. No certificate shall be issued to an applicant until **written application** has been made upon forms furnished by the State Department of Education, and **official transcript** has been filed showing all college credits earned up to the time application is made, and the **legal fee** has been paid.
2. **Application for Certificate** must be made upon forms prepared by the Department of Education. The application form will be mailed upon request.
3. **Each applicant for a certificate must be recommended** by a school official and the signature of the recommending officer shall be on the application.

4. **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.
5. **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.
6. **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.
7. **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.
8. **Recommendations 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.
9. **Transcripts of credits** shall show the applicant's field of preparation by giving a summary of major and minor fields with the credit earned in each major field or minor field.
10. **Transcripts of college credits** shall show that the applicant has completed all college entrance requirements.
11. **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.
12. **Official transcripts** shall show only the work for which the college gives the applicant full credit toward graduation in the institution certifying the transcript.
13. **Official transcripts** shall state whether the quality (average point of standing) of work done by the applicant is equal to the quality of work which the institution certifying the credit will accept toward graduation.
14. **In the transfer of credits from an out-of-state college**, a deficiency of not more than 10 per cent may be permitted except

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in Supervised Teaching, or its equivalent, in the issuance of a certificate. In issuing a certificate on a deficiency no entire subject area should be eliminated.

CERTIFICATION OF ELEMENTARY TEACHERS

1. The **Provisional Elementary Certificate*** valid for three years, and the **Standard Elementary Certificate** valid for four years, shall be issued to persons who meet the general requirements of law and the regulations of the State Board of Education and file transcripts of standard college credits showing completion of the following curriculums:

Block I—English

The first 6 sm. hrs. should be in mechanics; emphasizing composition, English usage, speech, use of the library, and dramatization.

The other 3 sm. hrs. required for the Provisional Elementary Certificate should be in Children's Literature.

The 9 additional sm. hrs. for the Standard Elementary Certificate should be selected from electives in literature including American Literature with emphasis on Kentucky Literature and Folk-Lore, and world literature. (One course might well be selected in terms of the needs of the individual student. It could either be designed to correct deficiencies discovered in the previous English course, or it might follow some personal interest of the student.)

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9 sm. hrs. 18 sm. hrs.

Block II—Science

Institutions may break down the Science course as they wish, but it is recommended that they give the prospective teacher a knowledge and appreciation of animals and plants, of the earth and the heavens, and should stress the conservation of natural resources. These courses should include the recognition of common rocks and minerals, and the explanation of interesting land features, the recognition of the

6 sm. hrs. 12 sm. hrs.

* Repealed as of September 1, 1953. After that date the Provisional Elementary certificate will be based on the four-year curriculum.

conspicuous planets, stars, and constellations, and the explanation of some of the phenomena of the heavens, and the conservation of wild life, forests, soil, water and mineral resources.

This work may be taught as separate courses such as (1) field botany, (2) field zoology and (3) astronomy and geology, or other sciences; or the work may be taught as integrated science courses. These courses should provide science experiences which will tend to

1. develop in prospective teachers a genuine appreciation for the natural environment and a functional understanding of the relationship of man to his natural environment.
2. acquaint prospective teachers with ways of discovering and using the natural environment as effective learning experiences.
3. develop in prospective teachers a thorough understanding of basic scientific principles and of the scientific reasoning process. These principles and this process should be taught by the problems approach whenever possible.
4. provide prospective teachers a body of knowledge sufficiently large and rich to enable them to guide effectively children in meaningful science experiences while meeting the problems of everyday living.

Block III—Social Studies

9 sm. hrs. 21 sm. hrs.

Each college should be permitted to organize this program as it wishes with emphasis upon one or more of the following options:

9 sm. hrs. 12 sm. hrs.

- (a) a study of Western Civilization
- (b) Introduction to Social Studies
- (c) Separate courses in social studies area.

Economics, History and Government, and Geography with desirable emphasis on world problems.

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Block IV—Fine Arts	6 sm. hrs.	12 sm. hrs.
Public School Music	3 sm. hrs.	3 sm. hrs.
Elective in Music		3 sm. hrs.
Public School Art	3 sm. hrs.	3 sm. hrs.
Elective in Art		3 sm. hrs.
Block V—Health	4 sm. hrs.	6 sm. hrs.
Basic Health	4 sm. hrs.	4 sm. hrs.

(Including health education, diet, community health, and individual health) and Physical Education in the Elementary School (including plays and games, corrective activities, recreation, etc.)

Nutrition 2 sm. hrs.

(Emphasis on the School Lunch Program, resources, and helping children with their diet.)

Block VI—Professional Education	17 sm. hrs.	28 sm. hrs.
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The following areas should be included. Organization of content and experience will be left to the institution.

Child Growth and Development	3 sm. hrs.	6 sm. hrs.
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Through the fields of Psychology, first-hand study of children should be provided.

Techniques	6 sm. hrs.	6 sm. hrs.
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Teaching Reading

Teaching Arithmetic

* Fundamentals of Elementary Education	4 sm. hrs.	8 sm. hrs.
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In the first 4 hours emphasis should be placed upon materials and methods in elementary education. Some attention should also be given to techniques of guidance, counseling, testing and measurement. Greater emphasis should be placed on all of these phases in the last half of the course and attention should be given to school organization and administration.

* Supervised Teaching	4 sm. hrs.	8 sm. hrs.
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Block VII—General Electives	13 sm. hrs.	31 sm. hrs.
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Guidance at the college level is highly desirable. Guidance should serve as a basis for choice of electives.

Completion of Baccalaureate degree shall be required for the Standard Elementary Certificate.

hrs. 21 sm. hrs.
hrs. 12 sm. hrs.

9 sm. hrs.

* Note.—Fundamentals of Elementary Education with 8 sm. hrs. of credit may be offered for the Provisional Elementary Certificate in lieu of 4 sm. hrs. in Fundamentals and 4 sm. hrs. in Supervised Teaching in those institutions which have approved laboratory facilities. In such cases the work must include directed observation and participation.

2. **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 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.

3. **The Standard Elementary Certificate** may be renewed or reissued every four years after three years' teaching experience during the life of the certificate or upon one-half year of standard college or university work of graduate grade since last renewal. If the holder fails to teach the three years required for renewal or reissuance, this certificate may be renewed or reissued upon 4 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.

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

5. All present regulations relative to waiving supervised teaching shall be repealed.

A teacher education institution shall be permitted to substitute for any part of or all of student teaching, required for certification, other desirable laboratory experiences, provided there is satisfactory evidence that:

A teacher has had three or more years of successful experience on a legal certificate (not to include emergency certificates);

The teaching has been done within the ten years immediately preceding the issuance of the certificate being sought;

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The teaching experience has been on the level or in the subject for which the applicant is being certified.

That this regulation shall not be applied generally, but in those rare cases where reason, based on evidence, dictates that the student would benefit from the substitution. (Effective date, Sept. 1, 1951)

CONVERSION OF SECONDARY CERTIFICATES TO ELEMENTARY CERTIFICATES

That courses completed as a basis for transferring or converting high school certificates to elementary certificates be selected from the following list:

Public School Music or Public School Art	3 semester hours
Teaching Reading	3 semester hours
Teaching Arithmetic	3 semester hours
Fundamentals of Elementary Education	3 semester hours
Public School Music or Public School Art	3 semester hours
Child Growth and Development	3 semester hours
Children's Literature	3 semester hours
Art or Music Elective	3 semester hours
Practice Teaching in Elementary Grades	4 semester hours
Child Psychology	3 semester hours

That the following plans of procedure be followed:

PLAN I

A high school certificate may be transferred for one year from the high school level to the elementary level upon completion of 9 semester hours including the following:

Teaching Reading
Teaching Arithmetic
Public School Music or
Public School Art

PLAN II

A high school certificate may be converted to a Provisional Elementary Certificate, or a person who qualifies for a high school certificate may be issued a Provisional Elementary Certificate upon completion of 15 semester hours from the courses listed including those in Plan I. The courses are to be determined by the dean or registrar of the institution where the student is completing his work.

PLAN III

A high school certificate may be converted to a Standard Elementary Certificate, or a person who qualifies for a high school cer-

tificate may be issued a Standard Elementary Certificate upon completion of all the courses listed.

That the present regulation relative to transferring high school certificates to elementary certificates shall be repealed as of September 1, 1951, and this new plan of conversion may become effective September 1, 1951 to be applicable until September 1, 1953.

CERTIFICATION OF ATTENDANCE OFFICERS

1. **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.
2. The **Provisional Certificate for Attendance Officers** shall be issued initially to a college graduate who holds a legal teaching certificate or who meets the requirements for such a certificate, and who had had two years of recent experience as a teacher or experience as an attendance officer. This certificate shall be valid for one year. This certificate may be renewed for a period of one year on basis of successful completion of the following course:

Problems of Attendance Officers—It is suggested that the content of this course include pupil accounting (mechanics of keeping records) and pupil personnel (child growth and development, guidance counseling, with emphasis upon the relation of the attendance officer to the development of a guidance program in the school system.)

Upon completion of six semester hours of course work dealing with such areas as the Community, the Family, and Social Case

NOTE: After July 1, 1948 the Attendance Officer's Certificate will not be issued upon the two year curriculum.

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Study, and at least one year of experience as an attendance officer, the Provisional Certificate for Attendance Officers may be renewed for three years. Each renewal thereafter may be based upon two years' experience or upon six semester hours of standard graduate work. (These courses required for renewal may be earned before or after first certificate is issued.)

Adopted, June 15, 1951.

Effective date, July 1, 1951.

3. **The Standard Certificate for Attendance Officers** shall be issued to a person who meets the requirements for a Provisional Certificate for Attendance Officers, and meets the requirements for a Master's degree with a major in Pupil Personnel, and presents credit in one or more courses in each of the five following areas:
- (a) Mental hygiene or education psychiatry
 - (b) Case work
 - (c) Medical and health resources
 - (d) Legal information with special reference to domestic relations
 - (e) Techniques in guidance and counseling
 - (f) Individual measurements and evaluation

The Standard Certificate for Attendance Officers shall be valid for five years and may be renewed upon three years' experience, or six semester hours of approved graduate work.

(For regulations for emergency Attendance Officer's certificates see page 1149).

CERTIFICATION OF SECONDARY TEACHERS

- *1. **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. Completion of Baccalaureate Degree	
B. Minimum General and Core Requirements	45 sm. hrs.
1. English—minimum	12 sm. hrs.
including Oral and Written Composition, Literature, and Speech (a separate course in speech is not required)	
**2. Health, Physical Education and Safety—minimum	6 sm. hrs.

* These curriculums became effective September 1, 1950.

** Any four-year accredited college in Kentucky may excuse its students from credit in fulfilling the physical education requirement for secondary certificates by an amount not to exceed three semester hours, provided that an examination of practices shows that the activity courses meet all requirements.

3. Group or Field Requirements—minimum
Each candidate must present not less than 27 semester hours of credit, distributed among not fewer than 3 or more than 4 fields, with not fewer than 6 semester hours in any field. Two of these groups must be in fields different from the major and minors or area of concentration. One group may be in the same field but not in the same subject as the majors or minors. The fields from which the 27 hours of credit may be selected are:

27 sm. hrs.

Fine Arts (Include dramatics)

Foreign Language

Mathematics

Philosophy and Psychology

(Courses in Psychology submitted in partial fulfillment for professional requirements may not be used to satisfy a group requirement in this subject)

Science

Social Science

Vocational subject (Agriculture, Home Economics, Industrial Arts, Commerce, etc.)

With the approval of the Council on Public Higher Education, an institution engaged in the education of high school teachers may substitute its requirements in general education for the group requirements outlined above.

C. Teaching Majors and Minors

1. A major shall require 24 semester hours, except a major in English shall require 30 semester hours, and a major in Speech and Dramatics shall require 30 semester hours.
2. A minor shall require 18 semester hours
3. Each curriculum shall require
 - (1) An area of concentration or
 - (2) two majors,
 - (3) one major and two minors or
 - (4) one major and one minor when credit in both is 48 semester hours (54 when English is included as a major.)

D. Professional Preparation

1. **Student Teaching**—The professional requirements for teachers shall be 18 semester hours, at least 8 of which shall be in student teaching.

18 sm. hrs.

8 to 9 sm. hrs.

27 sm hrs.

Practice teaching should include actual experience in all phases of a teacher's work with a minimum of 144 clock hours devoted to the total experiences and with not less than 90 clock hours in actual observation, participation, and teaching. It is recommended that one-half of the student teaching be done in off-campus schools where possible, and that the work be on all-day basis. Actual practice is considered as just one phase of laboratory work in professional education. Practice teaching should be preceded and supplemented by observation and other types of experiences with children, parents, and teachers in a variety of situations.

2. **Other Professional Courses**

9 to 10 sm. hrs.

There shall be a minimum of 9 semester hours of Professional courses in addition to student teaching in the following areas:

- a. **Child Growth and Development:** This area should deal with the growth, development and understanding of pupils. The following topics are suggested: Study of the process of growth of the whole individual in the common culture of the total environment; study of characteristic behavior of adolescents, study of the techniques of working with adolescents; actual experience in observing and working with adolescents; study of the techniques of analyzing the needs of adolescents.
- b. **Fundamentals of Secondary Education:** This area should consider the materials and methods of the secondary school. The following topics should be considered: Ways of discovering teaching problems; ways and means of discovering suitable materials for working on problems; effecting ways of using teaching materials; techniques of evaluating growth; the use of community agencies as they are related to the improvement of teaching; actual experiences in observing and working with adolescents in the training school.
- c. **Organization and Administration of the Public School System:** This area should deal with the total school system. Suggested topics for treatment are as follows: Study of

18 sm. hrs.

8 to 9 sm. hrs.

and participation in experiences leading to an understanding of principles and practices in the organization and administration of school systems; study of the functions of education in a democracy; and/or Audio Visual Education, and Safety.

2. Teaching Fields

- a. **Social Studies:** A teaching area in social studies shall consist of a minimum of 48 semester hours distributed as follows: 18 semester hours in history, including 6 semester hours in American History and 6 semester hours in European History; and a minimum of 6 semester hours each in the following subjects, namely, Political Science, Economics, Sociology, and Geography.
- b. **Science:** A teaching area in Science shall consist of a minimum of 48 semester hours, 15 (or more) of which shall be in Biology, Chemistry or Physics, 12 (or more) in each of the other two of these fields (Biology, Chemistry, Physics), semester hours (or more) in Geology, and the remainder shall be selected from the Sciences.
- c. **English:** A teaching area in English shall consist of 48 semester hours, 30 semester hours of which shall be in the following fields: Grammar, Composition, and Literature, and the remaining 18 semester hours may be distributed among the following fields: Speech, Dramatics, and Journalism. (Effective date September, 1951, to replace regulation included in 1948 bulletin).
- d. **Music:** A teaching area in Music shall consist of a minimum of 48 semester hours distributed as the following:
 Applied music, including enough piano to insure competency to play simple accompaniments and materials such as are found in the Golden Book 16 sm. hrs.
 Music theory to be selected from Harmony, sight-singing, dictation, counterpoint, or form and analysis 16 sm. hrs.
 Conducting, instrumental and/or choral 2 sm. hrs.
 Musicology, including history and appreciation 6 sm. hrs.
 Music education, including materials and methods on elementary and high school levels 6 sm. hrs.
 Electives to include participation in vocal or instrumental ensembles such as glee club, choir, orchestra, band, chamber groups 2 sm. hrs.
- e. **Health and Physical Education and Recreation:** A teaching area in health, physical education and

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recreation shall consist of 48 semester hours. (To become effective September, 1951.)

- f. **Agriculture:** An Agriculture area shall require the completion of the vocational agriculture curriculum.
- g. **Home Economics:** A Home Economics area shall require the completion of the vocational home economics curriculum.
- h. **Industrial Arts:** A teaching area in industrial arts shall consist of a minimum of 42 semester hours distributed as the following:

General Shop	3 sm. hrs.
Woodworking	9 sm. hrs.
Metal Working	9 sm. hrs.
Graphic Arts (drawing, printing, design)	9 sm. hrs.
Electives, including, if possible, electricity, leather craft, plastics, and other subjects to be determined by needs of the student	12 sm. hrs.

Total 42 sm. hrs.

- i. **Art:** A major in art shall consist of 24 semester hours of art distributed as the following:

Drawing—approximately	2 sm. hrs.
Design—approximately	2 sm. hrs.
Public School Art—approximately	4 sm. hrs.
Art Appreciation—approximately	2 sm. hrs.
Advanced Design (crafts, lettering, etc.)	6 sm. hrs.
Advanced slides work (drawing, painting, sculpture, etc.)	6 sm. hrs.
Art in Secondary Schools	2 sm. hrs.

A double major shall consist of 48 semester hours as follows:

The preceding 24 semester hours and an additional 24 semester hours to be made up of advanced courses in art—design, history of art, sculpture, painting, ceramics, etc.

- j. **Business Education (Commerce):** A teaching area in business education shall consist of a minimum of 48 semester hours in Commerce (Business Education) as the following:

1. Accounting	8 sm. hrs.
2. Secretarial Practice	14 sm. hrs.
3. General Business	22 sm. hrs.
4. Business Education (Methods and Materials)	4 sm. hrs.

or

the completion of two majors,* one of at least 26

*Two majors or a commerce major and two minors.

semester hours in Commerce, distributed as the following:

- | | |
|-------------------------|-------------|
| 1. Secretarial Practice | 14 sm. hrs. |
| 2. Business Education | 2 sm. hrs. |
| 3. General Business | 2 sm. hrs. |
| 4. Elective in Commerce | 8 sm. hrs. |

or

the completion of two majors,* one of at least 26 semester hours in Commerce, distributed as the following:

- | | |
|-------------------------|-------------|
| 1. General Business | 14 sm. hrs. |
| 2. Accounting | 8 sm. hrs. |
| 3. Secretarial Practice | 2 sm. hrs. |
| 4. Business Education | 2 sm. hrs. |

or

the completion of two majors,* one of at least 26 semester hours in Commerce, distributed as the following:

- | | |
|-------------------------|-------------|
| 1. Accounting | 14 sm. hrs. |
| 2. General Business | 8 sm. hrs. |
| 3. Secretarial Practice | 2 sm. hrs. |
| 4. Business Education | 2 sm. hrs. |

- k. Four-year colleges offering a program of teacher education for high school teachers may organize an area of concentration in foreign languages with not fewer than a total of 48 semester hours with a distribution among the languages as the following: 18 semester hours in the leading language, 12 semester hours in two other languages, and six semester hours elective. (The six hours should be in one of the other languages among those selected for the area of concentration.) (Adopted September, 1949).

3. **Subject Fields** in which majors with a minimum of 24 semester hours 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 |

* Two majors or a commerce major and two minors.

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 Speech and Dramatics
 (30 sm. hrs.)
 English (30 sm. hrs.)

14 sm. hrs.
 2 sm. hrs.
 2 sm. hrs.
 8 sm. hrs.

(In a combination major not less than 6 semester hours shall be in each subject.)

4. **Subject Fields** in which minors with a minimum of 18 semester hours may be chosen by applicants for high school certificates:

Agriculture	Geology
Art	German
Biology	Health
Chemistry	History
Commerce	History and Political Science
Dramatics	Home Economics
Economics	Industrial Arts
Economics and Sociology	Journalism
English	Latin
French	Library Science
Geography	Mathematics
Geography and Geology	Music
Physics	Physical Education
Political Science	Sociology
Psychology, Counseling and Guidance	Spanish
	Speech

14 sm. hrs.
 8 sm. hrs.
 2 sm. hrs.
 2 sm. hrs.

14 sm. hrs.
 8 sm. hrs.
 2 sm. hrs.
 2 sm. hrs.

(In a combination minor not less than 6 semester hours shall be in each subject.)

5. 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 cases where the applicant has fulfilled the requirements in general education.
6. 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 4 semester hours of standard college or university work of graduate grade for each year he fails to teach upon the certificate.
7. The high school certificate should be valid in grades seven and eight, in any organization. (Adopted June, 1950).

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8. 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 who, in addition thereto, completes the requirements for a master's degree in a standard graduate school.

9. 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 upon the certificate.

10. That all present regulations relative to waiving supervised teaching be repealed.

That a teacher education institution be permitted to substitute for any part of or all of student teaching, required for certification, other desirable laboratory experiences, provided there is satisfactory evidence that:

A teacher has had three or more years of successful experience on a legal certificate (not to include emergency certificates).

The teaching has been done within the ten years immediately preceding the issuance of the certificate being sought.

The teaching experience has been on the level or in the subject for which the applicant is being certified.

That this regulation shall not be applied generally, but in those rare cases where reason, based on evidence, dictates that the student would benefit from the substitution.

11. Special Fields

a. **Special Certificate in Music.** A Provisional High School certificate, valid for four years at both the elementary and secondary levels, 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 Higher Education and approved by the State Board of Education as the following:

General Psychology	3 sm. hrs.
Educational Psychology	3 sm. hrs.
Elementary Education	3 sm. hrs.
Secondary Education	3 sm. hrs.
Directed Teaching in Music	8 sm. hrs.

and

a course in Music, emphasizing materials and procedures in Music in the elementary grades, and a course in Music emphasizing materials and procedures in the secondary grades.

- b. **Special Certificates in Art:** A Provisional High School certificate valid for four years and valid for teaching Art in the elementary and secondary grades shall be issued to a person who completes requirements for the Provisional High School certificate, including an area of concentration in Art as prescribed by the Council on Public Higher Education and approved by the State Board of Education; who completes the professional requirements included in the curriculum for the Provisional High School Certificate; and who completes methods courses on both the elementary and secondary levels.
 - c. **Special Certificate in Health and Physical Education:** A Provisional High School Certificate valid for four years and valid for teaching Health and Physical Education in the elementary and secondary grades shall be issued to a person who completes requirements for the Provisional High School certificate, including an area of concentration in Health and Physical Education as prescribed by the Council on Public Higher Education and approved by the State Board of Education; who completes the professional requirements included in the curriculum for the Provisional High School certificate; and who completes methods courses on both the elementary and secondary levels.
12. The Provisional High School certificate for Vocational Agriculture 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 based on at least a baccalaureate degree, and who has met requirements set by the Council on Public Higher Education and approved by the State Board of Education as the following:

Vocational Agriculture Curriculum

1. The applicant shall be a graduate in agriculture from the College

of Agriculture of the University of Kentucky or shall have had equivalent training in Agriculture, principles of economics, and the sciences contributing to agriculture; or the applicant shall be a graduate from the agriculture curriculum of the Kentucky State College for Negroes or from a college whose training in agriculture, principles of economics, and sciences contributing to agriculture is approved by the Kentucky State College for Negroes.

2. The applicant shall have the following professional education:

Ag. Ed. 181—Teaching Vocational Agriculture (special emphasis given to psychology of learning)	15 sm. hrs.
Ag. Ed. 182—Adult Farmer Schools and Young-Farmer Courses in Vocational Agriculture	3 sm. hrs.
Ag. Ed. 179—Determining Content Vocational Agriculture	3 sm. hrs.

The requirements for graduation in the College of Agriculture have been changed from 62 semester hours to 60 semester hours in technical agriculture, beginning July 1, 1948.

Certification of Institutional-on-the-Farm Instructors

That Course 185A be substituted for Education 179 which is a content course for the issuance of a Provisional High School Certificate in Vocational Agriculture with the understanding that the Director of Agricultural Education of the State Department of Education will require completion of course 179 before approving a teacher to serve as head teacher on the regular program of vocational agriculture in the high schools. (Adopted June, 1951)

3. The applicant shall have a minimum of 60 semester hours in agriculture, approximately as the following:

(a) crops	9 sm. hrs.
(b) soils	6 sm. hrs.
(c) horticulture	6 sm. hrs.
(d) animal husbandry	21 sm. hrs.
(e) agricultural entomology	4 sm. hrs.
(f) farm shop	6 sm. hrs.
(g) agricultural economics	3 sm. hrs.
(h) farm management and marketing	6 sm. hrs.
4. Applicants must have three full years of farm experience after the age of 14 years. (This point shall be determined by the teacher training staff.)
5. An applicant who has met the requirements for teaching vocational agriculture outside Kentucky may be approved by the State Supervisor of Agriculture Education, upon taking such additional training in agricultural education as may be neces-

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sary to adjust his training so that he can work in Kentucky's program of vocational agriculture.

6. The applicant shall be approved by the teacher training staff and shall be recommended for certification by the staff.

13. The Provisional High School certificate for Vocational Home Economics valid for four years shall be issued to a person who meets the requirements and the general regulations of the State Board of Education and files a transcript of standard college credits showing the completion of the requirements for a baccalaureate degree in home economics, and who has met the requirements set by the Council on Public Higher Education and approved by the State Board of Education as the following:

Curriculum for Vocational Home Economics

Standards to be maintained in institutions designated for training vocational teachers:

a. Undergraduate curriculum for home economics teachers

1. Minimum length of course

The minimum length of the course shall be the equivalent of four years with not less than 128 semester hours credits.

2. Range in proportion of curriculum offerings

(a) Requirements

Professional Education

18-24 sm. hrs.

A minimum of 3 to 6 semester hours in secondary education in addition to Home Economics Education, a minimum of 8 semester hours in directed teaching in Home Economics, and instruction in adult education for homemakers, are required.

Home Economics

50-60 sm. hrs.

Following are the minimum requirements in the different areas of home economics:

Family economics and home management	8 sm. hrs.
Housing, home furnishings and equipment	9 sm. hrs.
Foods and nutrition	12 sm. hrs.
Clothing and textiles	10 sm. hrs.
Health and home care of sick	3 sm. hrs.
Family relationships and child care	8 sm. hrs.

Related Fields

30-40 sm. hrs.

Following are the minimum requirements in the different related fields:

The arts 4 sm. hrs.

Sciences—physical and biological Courses in Organic Chemistry or Food Chemistry, Bacteriology and Physiology are required

Social Sciences

6 sm. hrs.

At least one course in Economics and one in Sociology

Other

15-25 sm. hrs.

Following are minimum requirements:

9 hours in English and Literature, Speech or Journalism

6 hrs. in following: History, Political Science, Language, Mathematics, or Music

3. Provisions made for

a. Homemaking experiences

Prospective teachers shall have had some practical experience with managerial responsibilities in a home

b. Residence in home management house

Prospective teachers shall have not less than six weeks of directed experience in a home management house

c. Directed experiences with children

Prospective teachers shall have had experience in observing and working with pre-school children during the time they are taking work in child development

d. Community Experiences

The prospective teacher shall have had experience in making community contacts which will enable her to be aware of other education opportunities, such as making home visits, working with P.T.A. and working with community programs of recreation and health.

e. Work experiences

Prospective teachers shall be encouraged to get some work experience with guidance that will help to develop home-making skills and an insight into problems of wage earners.

4. Provisions made for directed teaching experience

a. With in-school, with out-of-school groups (older youth and adult)

Directed teaching experience shall consist of observing and teaching in-school and out-of-school groups including:

(1) Experience in teaching three different type units

(2) Experience in guiding home experience including the use of the conference period

(3) Experience with FHA or NHA, school lunch, and can- nery programs

(4) Experience in assisting with teaching at least one or- ganized group of adults

(5) Experience with other responsibilities of a home eco- nomics teacher.

(For emergency regulations for Home Economics teachers see page 1151).

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b. Time required

Director teaching experience shall consist of a minimum of 144 clock hours. A minimum of 40 lessons shall be taught by the student teacher including teaching in-school and out-of-school groups.

***CERTIFICATION OF ADMINISTRATORS AND SUPERVISORS**

1. 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 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 9 sm. hrs.
- b. Courses in Elementary Education 6 sm. hrs.
- c. Courses in Secondary Education 6 sm. hrs.

2. The requirements in Administration and Supervision for the issuance of the Provisional Certificate in Administration and Supervision shall be approximately as follows:

- a. General Administration and Supervision 3 sm. hrs.
- b. Administration and Supervision of Secondary Schools 3 sm. hrs.
- c. Administration and Supervision of Elementary Schools 3 sm. hrs.

3. 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.

4. The Provisional Certificate in 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.

5. The Standard Certificate in Administration and Supervision

* Repealed as of September 1, 1952.

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.

6. **The Standard Certificate in Administration and Supervision** may be extended for life upon presentation of evidence that the holder has had three years' successful experience in Administration and 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.

NEW PROGRAM
CERTIFICATION OF ADMINISTRATORS AND SUPERVISORS
(Effective September 1, 1952)

Certification of Principals

That the program for preparation of principals point toward the development of the following competencies:

- a. An understanding of the qualities of democratic leadership skill in the democratic process.
- b. A background of education adequate to understand the contributions which are made by all important broad areas of education including Science, Humanities, Social Studies, Vocational Studies, etc.
- c. Understanding how children and young people develop and learn (emotional, physical, mental, social, spiritual) and interpreting these processes to parents.
- d. Understanding the total school program and the ability to view each phase—the elementary school and the secondary school—as a part of a continuous 12-year program.
- e. Understanding of curriculum development and the ability to plan with pupils, teachers, and parents, and the ability to lead in the cooperative approach to the improvement of learning.
- f. Understanding of personnel problems and the ability to work with teachers and pupils, and the ability to recognize and use leadership qualities of a staff.
- g. A sociological understanding of the community and the ability to use community resources in developing the school program.
- h. Understanding the importance of assuming a position of leader-

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ship in the community, in all phases of its activity in which he is able to serve and make a contribution.

On basis of these competencies the following recommendations were made relative to the curriculum:

That the pre-requisites for the issuance of the Provisional or Standard Certificate for principalship include:

- a. A teaching certificate based upon the bachelor's degree
 - Elementary principal's certificate upon a 4-year elementary teaching certificate
 - Secondary principal's certificate upon a 4-year secondary teaching certificate
 - Principal of a 12-grade school upon a 4-year elementary teaching certificate or a 4-year secondary teaching certificate
- b. A minimum of three years of teaching experience for the Provisional
 - A minimum of three years experience as principal for the Standard

That the **Provisional Certificate for Principalship** for elementary schools, for secondary schools, or for 12-grade schools shall be based on 15 semester hours of work selected from the professional curriculum at the graduate level on which the Standard Certificate for Principalship is issued.

This certificate shall be valid for four years and shall be renewed every four years upon basis of three years of successful experience as principal, plus six semester hours of college work at the graduate level.

That the **Standard Certificate for Principalship** of elementary schools, secondary schools, or 12-grade schools shall be based upon the following:

- a. Completion of the master's degree including the following 30 semester hours of graduate work:

Professional Curriculum 21 sm. hrs.

Including the following areas or course content:

- The Elementary Curriculum*
- The Secondary Curriculum*
- The Elementary Principal*
- The Secondary Principal*
- Testing, Counseling, and Guidance
- Curriculum Development (12-grade approach and viewpoint)
- Supervision (12-grade approach and viewpoint)
- Internship
- Other Professional courses

* These areas, or course content, may be offered in integrated courses rather than in separate courses. The organization of the areas, or course content, may be left to each institution.

Electives (may include courses other than Education) 9 sm. hrs.

Total 30 sm. hrs.

(Any part of this curriculum which may have been satisfied in the under-graduate work may be accepted as satisfying the professional requirements of this curriculum at the graduate level, but not to be used to reduce the total number of graduate hours.)

That the Standard Certificate for Principalship be valid for continuous service provided the principal is not inactive for a period of four consecutive years.

Effective date, September 1, 1952.

Certification of Supervisors

That the preparation of supervisors be designed to develop at least the following competencies:

- a. Ability to develop and maintain satisfactory human relations among the persons supervised.
- b. Ability to demonstrate good teaching in the subject or on the level where supervision is to be done.
- c. Ability to render consultant services in curriculum development.
- d. Ability to help in the improvement of facilities, selection, purchase and care of equipment and supplies.
- e. Ability to stimulate and co-ordinate the efforts of the school to improve the in-service professional preparation and growth of teachers.
- f. Ability to be open-minded in regard to current developments in education.
- g. Ability to help teachers learn how to work with parents.
- h. Ability to work democratically with teachers.

That the pre-requisites for the issuance of the Provisional and Standard Certificate for Supervisors include the following:

Completion of a four-year under-graduate curriculum leading to the Bachelor's Degree and certification at the level and/or in the subject or area in which the supervisor is to work.

Three years of successful teaching experience.

Professional Curriculum (Graduate level) 15 sm. hrs.

General Supervision (3 sm. hrs.)

General organization and administration of local school units (3 sm. hrs.)

Curriculum Development (3 sm. hrs.)

Courses selected in accordance with the type of supervision in which the holder of the certificate expects to engage (6 sm. hrs.)

(Any part of this curriculum which may have been satisfied in the undergraduate work may be accepted as satisfying the professional requirements of this curriculum at the graduate level, but not to

be used to reduce the total number of graduate hours.)

This certificate shall be valid for four years and may be renewed on the basis of three years of experience as a supervisor and six semester hours of graduate credit. (These six semester hours are to be selected from courses required for the Standard Certificate in Supervision.)

That the pre-requisites to issuance of the Standard Certificate for Supervisors include the following:

The completion of a four-year undergraduate curriculum leading to a degree and certification at the level and/or in the area in which the supervisor is to work.

Three years of successful experience as a supervisor.

Completion of the master's degree including at least 30 semester hours of graduate work including the following:

Professional Curriculum 30 sm. hrs.

General Supervision (3 sm. hrs.)

General School Organization and Administration (3 sm. hrs.)

Curriculum Development (3 sm. hrs.)

Courses selected in accordance with the type of supervision to be performed (21 sm. hrs.)

(Any part of this curriculum which may have been satisfied in the undergraduate work may be accepted as satisfying the professional requirements of this curriculum at the graduate level, but not to be used to reduce the total number of graduate hours.)

The Standard Certificate for Supervisors shall be valid for continuous service provided the supervisor is not inactive for a period longer than four consecutive years.

Effective Date, September 1, 1952

Certification of Superintendents

That the preparation of superintendents be designed to develop the following competencies, understandings, and appreciations:

a. An understanding of and an appreciation for the democratic process

In carrying out his professional responsibilities he is careful at all times to exemplify democratic leadership relations.

He has the ability to grow in the utilization of democratic tending techniques.

He creates an atmosphere in which democratic leadership can grow and flourish.

He is adept in improvising organizational machinery which will encourage and develop democratic procedure in the attack on educational problems.

In evaluating outcomes he is careful to look at the long-time total achievements rather than in the immediate solution of some specific problems.

He believes in the efficiency of the democratic process and he seeks opportunity to show others that he believes in it.

He works as a member of the group.

- b. Facility and effectiveness in the use of group dynamics.
- c. Skill in human relations.
- d. Vision and originality.
- e. Ability to cut through details and to move as rapidly as is possible without neglecting the democratic process.
- f. An abiding faith in public education.
- g. Physical and mental health.
- h. A broad general education. This part of the superintendent's education must be considerably broader and more extensive than that expected of laymen and even teachers. He is expected to possess:

A high degree of competence in reading, writing, speaking, interviewing, and conference techniques.

An understanding of the natural sciences, their methods, and the social effect of scientific discoveries.

An understanding and appreciation of the humanities.

An understanding of philosophy.

A comprehensive grasp of the social sciences.

- i. A very broad understanding of the social and economic problems of the day.

He should understand social institutions.

He should understand the basic economic factors operating in the world.

He should have an understanding of the role of taxation.

He should understand the effect of education upon economic production.

A knowledge of school law and governmental machinery.

An understanding of the relationship of the state and localities in the joint financing of an educational program.

A sound educational philosophy.

An understanding of psychology and of human growth and development.

Specialized professional skills, techniques and know-how.

Administering business affairs—accounting, budgeting, building maintenance, supply management, insurance, personnel administration, office management, debt management, etc.

Conducting surveys.

Evaluating educational programs.

Developing curriculums.

Organizing of schools and classes.

Supervising.

Planning of school plant.

- j. The ability to interpret the schools to the citizens of the community.

That the pre-requisites for the issuance of the Provisional Certificate for Superintendency include:

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a. Completion of four-year curriculum for the elementary or secondary certificate.

b. Four years of successful teaching experience in the elementary or secondary schools.

Completion of the master's degree in education administration or 30 hours of graduate work as follows:

Block I* 6-9 semester hours

School Finance
School Law (Kentucky)
Business Administration
School Building

Block II* 6-9 semester hours

Curriculum Development and Supervision
(Approached from viewpoint of human growth and development from 12-grade school approach)

Block III* 6-9 semester hours

Organization and Administration of the school program
Role of Education in Society
Public Relations
Role of the citizen in determining the school program

Electives 6-12 semester hours

This certificate shall be valid for a period of four years and subject to renewal once upon basis of successful experience and completion of eight additional semester hours of standard college work required for the Standard Certificate for Superintendency.

That the Standard Certificate for Superintendency shall be issued upon at least four years of successful experience as a superintendent, completion of the master's degree, and 24 semester hours of graduate work beyond that required for the initial certificate for superintendency, 12 hours of which shall deal with the professional job of the superintendent and at least 12 semester hours shall be done in an institution approved for offering work beyond the master's degree.

That the Standard Certificate for Superintendency shall be valid for continuous service provided the superintendent is not inactive for longer than a four-year consecutive period.

Effective date, September 1, 1952.

* The training of the prospective superintendent at either the graduate or undergraduate level should include experience in all areas in each block of experiences, either as integrated or separate courses. Through guidance the dean of the college will determine with the student, the experiences necessary to meet the requirements in each block. Any part of this curriculum which may have been satisfied in the under-graduate work may be accepted as satisfying the professional requirements of this curriculum at the graduate level, but not to be used to reduce the total number of graduate hours.

Adopted June 15, 1951.

CERTIFICATION OF SCHOOL LIBRARIANS

KRS 161.020

KRS 161.040

1. **The Provisional Certificate for Full-Time 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:
 - a. The completion of a major and minor as prescribed for the issuance of the Provisional High School Certificate. (Adopted September, 1949.)
 - b. The completion of the core requirements as prescribed for the issuance of the Provisional High School Certificate.
 - c. Completion of professional courses as follows:
 - (1) Required courses in the use of the library, library practice, and field work.
 - (2) Twelve semester hours in Education as follows:

Psychology or Educational Psychology	3 sm. hrs.
Elective in Elementary Education	3 sm. hrs.
Elective in Secondary Education	3 sm. hrs.
Free Elective in Education	3 sm. hrs.
2. **A Standard Certificate for School Librarians**, valid for five (5) years for holding the position of librarian in any public school may be issued to a person who has met the requirements for a provisional certificate for school librarians and who in addition thereto has completed the requirements for a master's degree, or a bachelor's degree in library science above the regular baccalaureate degree. This certificate may be extended for life upon three years of experience as a full-time librarian during the life of the certificate.
3. **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.

STATE BOARD OF EDUCATION REGULATION PASSED

May 18, 1937

Emergency Certificate for Full-time School Librarians. An emergency certificate for full-time school librarian may be issued to a person employed as a full-time school librarian on January 1, 1937, and who at that time met the standards of the Commission on Secondary Schools of the Southern Association of Colleges and Secondary Schools for full-time librarians and the standards of the State Board of Education for full-time school librarians, Provided: no certificate shall be issued to a person who does not present a transcript of standard college credit showing the completion of a minimum of forty semester hours including a minimum of 18 semester hours in library science; provided further a certificate issued to a person who is not a college graduate shall be valid for two years and may be renewed upon presentation of a minimum of twelve semester hours of standard college work earned since issuance or last renewal, or upon evidence of graduation from a standard four year college, including the completion of twenty-four semester hours in Library Science, the certificate may be renewed every four years upon three years experience as a full-time school librarian; provided no certificate shall be issued under this regulation after September 1, 1937.

Regulations Governing Issuance and Renewal of Certificates in the Field of Trade and Industrial Education (which also includes Diversified Occupations Education) and Distributive Education.

a. Issuance of Yearly Certificates

A certificate, valid for one year, will be issued when the general requirements as set up in the State Plan of Vocational Education in the field of trade and industrial and distributive education have been met. (The state plan is adopted and approved by the State Board of Education.)

This certificate will be valid for teaching only the subject stated on the face of the certificate, i.e., Auto Mechanics Coordination, Distributive Occupations, Related Subjects in area schools.

Fee is \$2.00.

b. Renewal of Yearly Certificates

A yearly certificate for full-time instructors may be renewed upon a full year of satisfactory teaching experience, gained during the life of the certificate and upon presentation of two (2) semester hours in Trade and Industrial or Distributive Education earned in residence at a teacher training institution designated in a State Plan for Vocational Education as an approved institution for training Trade and Industrial or Distributive Education teachers. If the applicant has already completed all course requirements for a certificate, experience only will be required for renewal.

*A yearly certificate for part-time instructors may be renewed upon evidence of successful service in teaching a part-time course during the school year for which the certificate is valid. The fee for renewal is \$1.00.

c. Issuance of Four-Year Certificates

When a person has completed twenty-four (24) semester hours in teacher training courses in Trade and Industrial or Distributive Education is an undergraduate, or has completed sixteen (16) semester hours if a graduate, and has served four (4) years in a program of Trade and Industrial or Distributive Education, he may be issued a certificate valid for four (4) years. Trade Analysis, Teaching Methods, and Principles and Philosophy of Vocational Education are required courses for all applicants. One-half of the credits may be earned by extension or correspondence courses.

d. Renewal of Four-Year Certificates

This certificate may be renewed every four (4) years upon three (3) years of successful experience in a program of Trade and Industrial or Distributive Education operated under the State Plan for Vocational Education, provided the applicant can show that he has kept abreast of modern practices in the trade and distributive subjects he is teaching and has taken special courses when requested to do so by the Director of Trade and Industrial and Distributive Education. It may also be renewed upon completion of one-half year of additional college work. One-half of the college work should be in Vocational Education.

e. **Endorsement of Regular High School Certificates for Vocational Subjects

When requirements have been met for the issuance or renewal of a one-year (1) or a four-year (4) permit in the field of Trade and Industrial and Distributive Education, a holder of a high school certificate may have that certificate validated for the

* A part-time instructor is one who teaches apprentices or others for a period of 100 to 240 hours during the year, usually in the evenings.

** This procedure has been followed as an administrative policy since July 1, 1950.

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same subject and for the same length of time as provided for under regulations for issuance or renewal of the permit for Trade and Industrial or Distributive Education.

(Adopted June 15, 1951)

All teachers of Industrial Arts, who hold the two year T and I certificates issued on or before the effective date of the new School Code, September, 1935, may have their certificates renewed every two years on basis of two years teaching experience, or on 6 semester hours of standard college work.

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 (Adopted September 21, 1945).

CERTIFICATES FOR TEACHERS OF EXCEPTIONAL CHILDREN

1. TYPES OF STANDARD SPECIAL EDUCATION CERTIFICATES.

Standard Special Education Certificates may be issued in the following areas:

- A. **Special Education for Supervisors**—Required of persons who supervise the educational programs of all types of handicapped children.
- B. **Teachers of the Deaf**—Required of persons employed in the public schools of Kentucky whose responsibility is teaching the child who is deaf.
- C. **Teachers of the Hard of Hearing**—Required of persons employed in the public schools of Kentucky whose responsibility is the development of speech reading techniques for hard of hearing children.
- D. **Teachers of the Partially Seeing**—Required of persons employed in the public schools of Kentucky whose responsibility is the teaching and guidance of partially seeing children.
- E. **Speech Correctionists**—Required of persons employed in the public schools of Kentucky whose responsibility is the correction of speech defects.
- F. **Teachers of the Physically Handicapped**—Required of persons employed in the public schools of Kentucky whose responsibility is teaching physically handicapped children other than partially seeing, hard of hearing, and deaf children.

G. **Teachers of the Mentally Retarded**—Required of persons employed in the public schools of Kentucky whose responsibility is teaching mentally retarded children.

2. **REQUIREMENTS FOR STANDARD SPECIAL EDUCATION CERTIFICATES.**

A Standard Special Education Certificate valid for four (4) years shall be issued to a person who meets the requirements and general regulations of the State Board of Education and files a transcript of standard credits showing the completion of the requirements for a baccalaureate degree including a minimum of forty-five (45) hours in general education and who has met requirements set by the Council on Public Higher Education and approved by the State Board of Education as the following:

A. **Professional Education Courses:**

The curriculum for all types of Special Education Certificates shall include a minimum of twelve (12) semester hours selected from the following:

- (1) Child Growth and Development
- (2) Educational Psychology
- (3) Mental Hygiene
- (4) Organization of Special Schools and Classes
- (5) Principles and Fundamentals of Elementary or Secondary Education
- (6) Tests and Measurements
- (7) A minimum of three (3) semester hours of directed observation and teaching of one or more types of handicapped children.*

B. **Special Education Courses:**

The curriculum for all types of Standard Special Education Certificates shall include a minimum of twelve (12) semester hours chosen according to the area of specialization as follows:

- (1) **Special Education Certificate for Supervisors****
 - a. Psychology of Exceptional Children or Education of Exceptional Children.***
 - b. Diagnostic and Remedial Instruction
 - c. Mental Deficiency
 - d. Psychology—Mental Testing
 - e. Remedial Reading
 - f. Speech Correction

* Item (7) is a requirement of all types of Standard Special Education Certificates. The requirement of a minimum of three (3) semester hours of directed observation and teaching shall be in the areas of specialization.

** Applicants for this certificate must present evidence of two (2) years of successful teaching experience in at least one area of special education.

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- (2) **Certificate for Teaching the Deaf**
- a. Psychology of Exceptional Children or Education of Exceptional Children***
 - b. Anatomy and Physiology of the Ear and Speech Mechanism
 - c. Methods and Principles of Lip Reading
 - d. Methods and Principles of Teaching the Deaf
 - e. Phonetics
 - f. Techniques and Interpretation of Audiometric Testing
 - g. Speech and Language Development
 - h. History of the Education of the Deaf
 - i. Psychology of the Deaf
- (3) **Certificate for Teaching the Hard of Hearing**
- a. Psychology of Exceptional Children or Education of Exceptional Children***
 - b. The Acoustically Handicapped Child
 - c. Anatomy and Physiology of the Ear and Speech Mechanism
 - d. Audiometric Testing and the Use of Hearing Aids
 - e. Methods and Principles of Lip Reading
 - f. Phonetics
 - g. Speech Correction
 - h. Speech Pathology
- (4) **Certificate for Teaching the Partially Seeing**
- a. Psychology of Exceptional Children or Education of Exceptional Children***
 - b. Diagnostic and Remedial Instruction
 - c. Physiology and Hygiene of the Eye
 - d. Problems and Procedures in Sight Saving
 - e. Remedial Reading
- (5) **Certificate for Speech Correctionists**
- a. Psychology of Exceptional Children or Education of Exceptional Children***
 - b. Anatomy and Physiology of the Ear and Speech Mechanism
 - c. Clinical Practice in Speech Correction
 - d. Phonetics
 - e. Speech Correction
 - f. Speech Pathology
 - g. Teaching in Speech Correction
- (6) **Certificate for Teaching the Physically Handicapped**
- a. Psychology of Exceptional Children or Education of Exceptional Children***
 - b. Arts and Crafts for the Physically Handicapped
 - c. Diagnostic and Remedial Instruction

*** Required

- d. Education of the Physically Handicapped
- e. Orthopedics for Teachers of Crippled Children
- f. Problems and Methods of Teaching the Physically Handicapped
- g. Speech Correction
- h. Survey of Physical Defects

(7) **Certificate for Teaching the Mentally Retarded**

- a. Psychology of Exceptional Children or Education of Exceptional Children***
 - b. Arts and Crafts for the Mentally Retarded
 - c. Curriculum and Methods of Teaching the Mentally Retarded
 - d. Diagnostic and Remedial Instruction
 - e. Mental Deficiency
 - f. Mental Testing
 - g. Organization and Administration of Special Facilities for Mentally Retarded Children
 - h. Psychology of the Abnormal
3. The Standard Special Education Certificate may be renewed or reissued every four (4) years after three (3) years of successful teaching experience during the life of the certificate or upon one-half year of standard college work of graduate level since the last renewal. It may be extended for life when the holder has had three (3) years of successful teaching experience during the life of the certificate and has completed requirements for the master's degree in a standard graduate school.
 4. Teachers of exceptional children and supervisors of Special Education for Exceptional Children who are now employed or who may be employed prior to September 1, 1953, who serve on provisional or standard elementary, secondary, or administrative certificates shall complete by September 1, 1954, nine (9) semester hours of standard college work in the chosen area of special education for exceptional children and shall have completed by September 1, 1956, all requirements for a Standard Special Certificate.
 5. Any valid teaching, supervisory, or administrative certificate may be validated for use in any of the above area of special education upon the completion of the professional and special education courses required for the Standard Special Education Certificate in the selected area of specialization.

Adopted June 15, 1951.

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EMERGENCY CERTIFICATES AND MEASURES

SBE 24 and the eleven amendments to SBE 24, are hereby repealed and reenacted as the following:

1. **An Emergency Certificate** may be issued to a person under the following conditions:
 - A. The employing district board of education shall state under official oath that it is impossible to procure a teacher or teachers for the position or positions for which the emergency certificate is sought.
 - B. No emergency certificate may be issued to a person who is under 18 years of age or to a person who is over 70 years of age.
 - C. The formal application must be signed by the executive of the school district.

2. REGULATIONS FOR ISSUANCE OF EMERGENCY CERTIFICATES FOR THE SCHOOL YEAR 1951-52.

(Adopted June 15, 1951)

- A. **When Emergency Teachers May Be Employed**

When the local superintendent and board of education furnish to the State Superintendent of Public Instruction satisfactory evidence (on the attached form) that the **following policies** have been followed, they may employ* emergency teachers in accordance with State Board regulations:

 1. Every reasonable effort shall be made to fill all positions with teachers who meet certification standards.
 2. Every reasonable effort shall be made to consolidate schools or transport pupils from the schools for which qualified teachers are not available.
 3. Facts and evidence to support the need for the number of teachers employed shall be submitted.
 4. One of the following plans, for safeguarding instruction provided for the pupils, shall be worked out and submitted for approval:
 - (a) One qualified supervisor or helping teacher shall be employed if as many as 10 emergency teachers are to be employed, **or;**
 - (b) Not less than one qualified supervisor or helping teacher shall be employed for approximately every 30 emergency teachers or for a major fractional part above 30, **or;**
 - (c) Some other method of supervision or method for im-

* Employment should be upon condition that State Board requirements will be met before the opening of school.

provement of instruction, acceptable to the Superintendent of Public Instruction, shall be provided in the district where emergency teachers are to be employed.

5. A list of all legally qualified teachers who are not employed shall be submitted with statements relative to their disqualifications and reasons for not being considered favorably for employment.

B. Elementary Emergency Certificates

Elementary emergency certificates, issued prior to 1951-52, may be reinstated for a period of one year upon the following basis:

- (a) Shortage of qualified teachers continues
- (b) Applicant earns six additional semester hours selected from the elementary curriculum. (Residence credits are recommended. Total credits by extension or correspond may not exceed 16 semester hours)
- (c) Preference given to the better qualified applicants based upon training, successful experience and professional attitudes.

C. New Elementary Emergency Certificates

New emergency certificates for elementary positions may be issued upon the following basis:

1. Major portion of college work selected from the elementary curriculum
2. Better qualified applicants given preference
3. A minimum of 32 semester hours of college work*
4. An average of "C" on total college work

D. High School Emergency Certificates

Emergency certificates for high school positions shall be issued or reinstated only in extremely rare situations and each application shall be considered upon the basis of its own merits. (Reinstatement will require evidence that reasonable effort is being made to meet requirements for the Provisional High School Certificate)

E. Emergency Certificates for Principals and Superintendents

Emergency certificates shall not be issued to principals or superintendents new to the positions except in extreme emergency situations, and present emergency certificates for these positions shall not be reinstated except where evidence shows that maximum effort has been made to meet regular certification requirements, and only in cases where evidence reveals that qualified persons are not available.

* When all policies in Item A have been followed and information relative to the policies has been submitted and approved by the State Superintendent of Public Instruction, a superintendent and local board may select applicants with training below 32 semester hours, provided they have employed all other better qualified persons including former emergency teachers whose teaching experience has been successful. These applications will then be considered on their merits. All such applications must be submitted and approved before the teachers are permitted to go to work.

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F. Emergency Certificates for Substitute Teachers

Emergency certificates for substitute teachers will be issued or reinstated upon merits of each application. (Applications for emergency certificates for substitute teachers should be submitted before the opening of schools. A sufficient number to meet the anticipated needs should be requested.)

G. Emergency Certificates for Teachers of Home Economics*

Teachers of home economics shall be graduates in home economics from the College of Agriculture and Home Economics, University of Kentucky, or of an institution of equal rank. If, however, teachers possessing the above qualifications are not available, an emergency certificate may be issued, valid for a period of one year, to persons who have completed 24 semester hours in home economics with a minimum of three semester hours in at least four areas included in the regular home economics curriculum, such as foods, clothing, child development, home management, family relations, etc., three semester hours in methods in secondary education; and a total of 96 quarter hours of standard college work.

H. Emergency Certificates for Attendance Officers**

1. An emergency certificate issued to an attendance officer new to the position in 1951-52 shall be based upon a minimum of the Baccalaureate Degree from an accredited college.
2. The reinstatement of an emergency certificate to an attendance officer, who is now employed with training below college graduation, shall require fifteen additional hours of standard college work completed by September 1, 1951. The reinstatement of an emergency certificate held by an attendance officer employed at present, who is a college graduate, shall require completion of requirements for the regular Provisional Attendance Officer's Certificate.
3. Experience in the armed forces of the United States of America subsequent to July 1, 1940, may be substituted for teaching experience in the renewal of any certificate which may be renewed upon teaching experience, provided the applicant held a valid certificate at the time he entered the armed forces of the U. S. A.
4. If the holder of a valid certificate enters the armed forces of the U. S. A. after July 1, 1940, the certificate in force at the time the holder entered the armed forces of the U. S. A. shall

* Adopted December 15, 1950.

** Adopted September 15, 1950.

continue in force after the holder has been discharged from the armed forces for the same period of time for which it was valid at the time he entered the armed forces of the U. S. A.

5. When a college, which has been approved for the education of teachers, shall satisfy the State Board of Education that it is impossible to secure a qualified critic teacher for the campus or affiliated training school, the State Board of Education may, on approval of the Superintendent of Public Instruction, issue Emergency Commissions for Critic Teaching, provided that such emergency commission shall be issued for one year only, that the applicant shall hold a legal certificate based upon the completion of a four-year curriculum, that the application for permit shall be recommended by the Director of Teacher Training and Certification, and that applications for Emergency Commissions for Critic Teaching in Vocational Agriculture and Home Economics shall also be recommended by the Director of Vocational Education.
6. **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.
7. A permit for teaching art or music or physical education in the elementary and/or secondary grades, valid for one year, may be issued to an employed certified teacher who has completed the requirements for a baccalaureate degree with a major in the field for which the permit is requested, provided the application for such permit is signed by the superintendent of the district in which the applicant is employed.

CORRESPONDENCE AND EXTENSION

1. 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

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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.

2. Residence credit shall be credit earned on the campus in regularly scheduled classes of an accredited institution of higher learning.
3. 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.
4. 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.
5. Extension work shall be counted as a part of the regular teaching load of resident faculty members.
6. The admission requirements and enrollment technique for students taking extension work must be the same as for regular students in residence.
7. Students will be admitted to extension courses who satisfy all prerequisites for those courses in exactly the same manner as in residence.
8. Where courses are required for a degree, not more than one-half of the work of any department can be done by extension.
9. 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.
10. Credit shall not be given for a three-semester-hour course completed by correspondence in less than five weeks; for a two-semester-hour course completed in less than four weeks.
11. A minimum of 75 per cent of the credit required for a degree or certificate must be earned in residence in an accredited college.

12. Examination 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 case 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.
13. The minimum tuition for extension courses shall be \$3.50 per credit hour.
14. 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.
15. Students shall not be allowed to receive by extension more than 6 semester hours per semester, or 12 semester hours or correspondence during the school year of 9 months or more than 16 semester hours within the calendar year.
16. Students in residence shall not be permitted to do extension or correspondence work without permission of their dean.
17. 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 be in residence.
18. Extension or correspondence 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.
19. Credit earned by correspondence, extension classes, travel courses, and credit earned through other off-campus programs, shall be so designated on the official transcript and shall be classed as extension or non-resident work.

20. After September 1st of Reading : the partial f
 21. No credit in correspondence elementary extension cl
 22. No credit e shall be acc tion and su ministration
 23. Work comp be accepted gency certi or full tim
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20. After September 1, 1947, credit for correspondence in Teaching of Reading and Children's Literature shall not be accepted in the partial fulfillment in the requirements for certification.
21. No credit in required courses in Art or Music, earned through correspondence study, may be accepted in the certification of elementary teachers. (This does not include courses earned in extension classes.)
22. No credit earned by correspondence after September 1, 1950 shall be accepted toward meeting requirements in administration and supervision for the issuance of the certificate in Administration and Supervision.
23. Work completed by correspondence in library science shall not be accepted in meeting requirements for the regular or emergency certificate which qualifies the holder to serve as part time or full time librarian.

TEACHING EXPERIENCE

1. If a teacher holds a certificate which may be renewed upon the basis of teaching experience, such experience as a substitute teacher may be counted toward the renewal of a certificate when the holder of a certificate is under written contract with the board of education as a substitute teacher, holds a valid certificate, is paid by the board of education and does actual teaching during the school year; provided that such experience shall not be counted toward extending the certificate for life unless the holder actually teaches more than half the term in each school year submitted for the purpose of renewing the certificate.
2. The Superintendent of Public Instruction shall approve the types of experience which may be accepted under the law and regulations of the State Board of Education in renewing certificates.

QUALIFICATIONS OF BOARD MEMBERS

1. "WHEREAS, Section 161.180, Kentucky Revised Statutes, provides for an examination for eligibility to membership on boards of education, and

2. "WHEREAS, this section provides that examination be held under such rules and regulations as may be adopted by the State Board of Education.
3. "THEREFORE, BE IT RESOLVED, (a) That said examination shall be held in the office of the Superintendent of Public Instruction at such time or times as in the judgment of the Superintendent of Public Instruction it should be held, (b) That the questions for such examination shall consist of a standard test to be selected by the Superintendent of Public Instruction.

**RESTORING TO UNIVERSITY OF KENTUCKY AUTHORITY
TO OFFER ELEMENTARY CURRICULA AT THE
TWO-YEAR LEVEL**

1. That the University of Kentucky be authorized by the Council on Public Higher Education to re-establish its work for elementary teachers on the two-year level.
2. That it be permitted to enroll students in the College of Education in the freshman and sophomore years.
3. That it be permitted to offer work of a professional nature beginning with the freshman year.

VALIDATING CITY CERTIFICATES

A certificate issued by a city board of education which certificate has continued in force by having been validated by the Superintendent of Public Instruction and which certificate was in force on June 30, 1938, may be re-validated for a period of two years by the Superintendent of Public Instruction upon presentation of a minimum of nine quarter hours of standard college work earned since the certificate was last validated and before September 1 of the year in which the last validation expires.

REISSUANCE OF CERTIFICATES

The holder of a certificate No. 10,000 or above (certificates issued since September, 1935) which has expired or expires before renewal requirements have been or are completed, may be issued a new certificate of that same type and upon the same curriculum, provided that this regulation shall apply only once to any holder of such a certificate. (Adopted April, 1946)

The holder of a certificate issued since 1935 and whose requirements have not been met shall apply for the same type of certificate provided that it be issued on or before April 16, 1946, and provided further that under this regulation six additional sessions (March 18, 1949)

RENEWAL OF FORMERLY

Under the provisions of this act to extend for life

The law of the State Board of Education providing for Certification for state colleges is hereby amended by the colleges and the State Teacher Training School of Education.

This policy of the State Board of Higher Education is hereby adopted and approved

That existing regulations be perfected through

This record of the State Board of Education.

The holder of a certificate number 10,000 or above, (certificates issued since 1935) which has expired or expires before renewal requirements have been completed, may be issued a new certificate of the same type upon the same curriculum, provided that this regulation shall apply only once to any holder of such a certificate, and provided that it shall apply only to holders of such certificates on April 16, 1946, (the date this regulation was originally adopted), and provided further that the first renewal of a certificate issued under this regulation on less than college graduation shall require six additional semester hours of standard college work. (Adopted March 18, 1949).

RENEWAL AND/OR EXTENSION OF CERTIFICATES FORMERLY ISSUED BY THE STATE COLLEGES

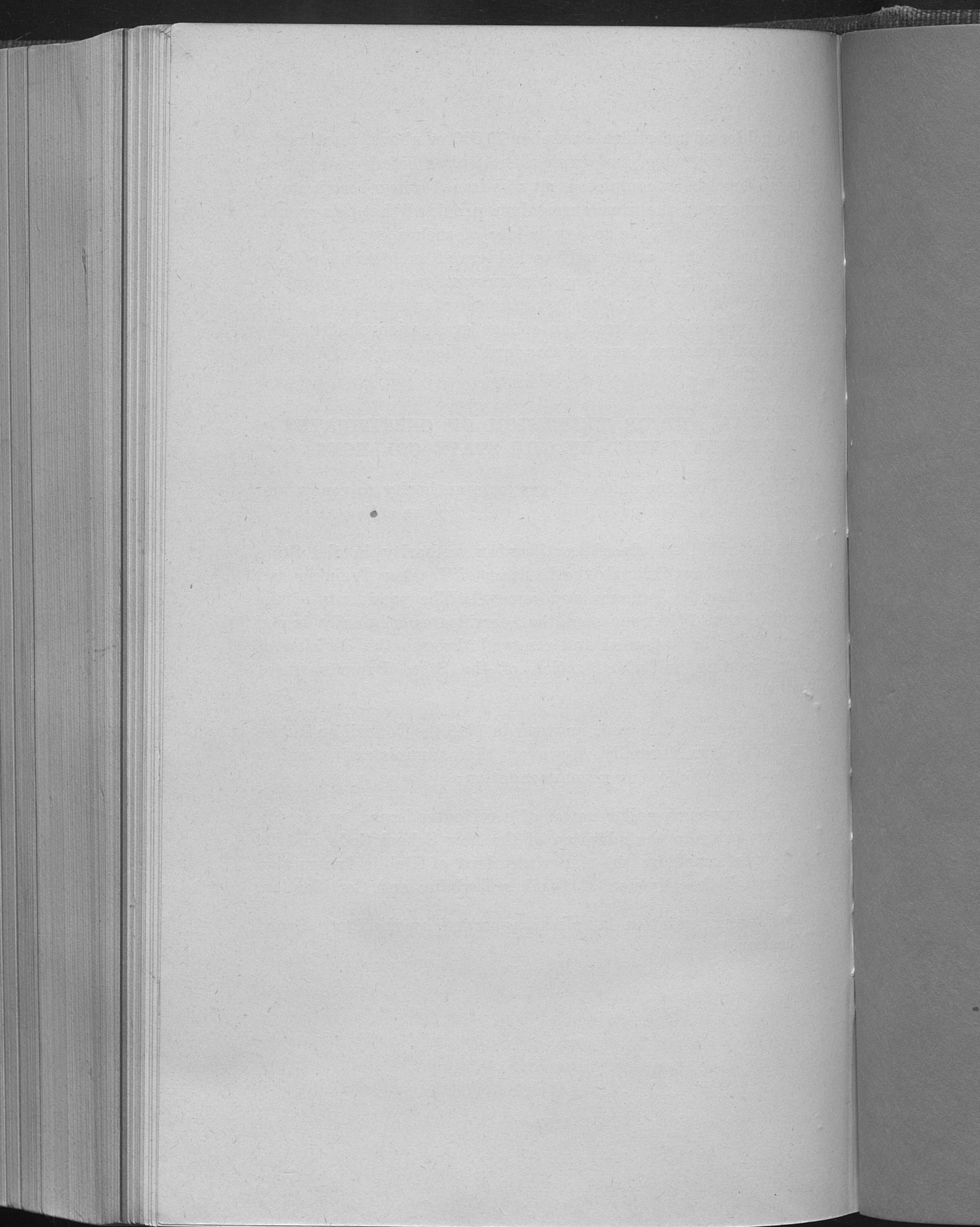
Under the law, the state colleges have authority to renew and extend for life certificates originally issued by the colleges.

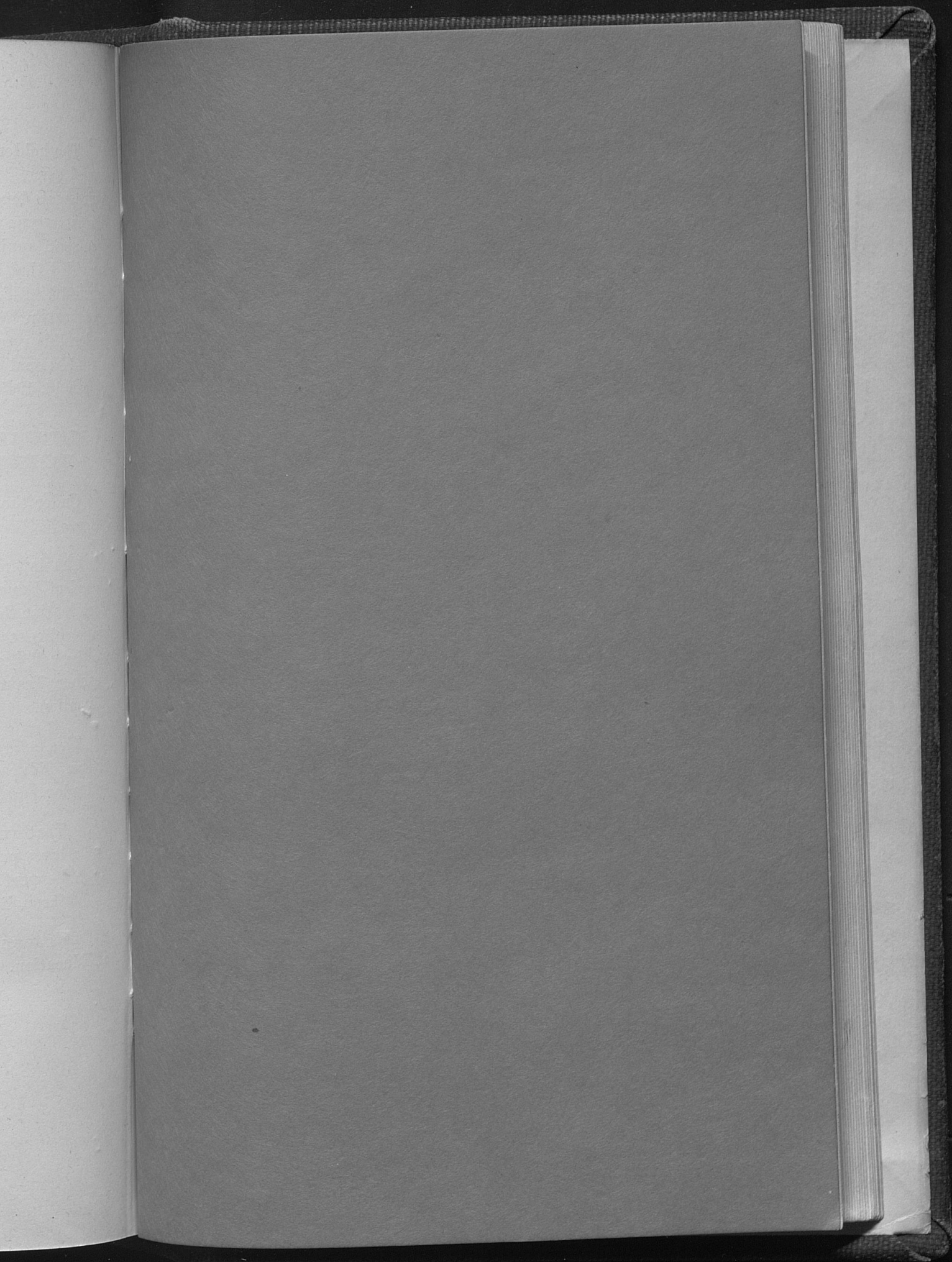
The law of 1934 placed certification authority in the State Board of Education through the Division of Teacher Training and Certification for the issuance and renewal. The presidents of the state colleges in 1946 requested that certificates originally issued by the colleges be extended and renewed through the Division of Teacher Training and Certification of the State Department of Education.

This policy was followed; however in 1948 the Council on Public Higher Education formally approved this administrative policy and adopted the following recommendation:

That extension and renewal of certificates issued by the colleges prior to the adoption of the new School Code in 1934 be performed by the Superintendent of Public Instruction through the Division of Teacher Training and Certification.

This recommendation later was approved by the State Board of Education.





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Vol. XI