

● Commonwealth of Kentucky ●
EDUCATIONAL BULLETIN

**ORGANIZATION AND
ADMINISTRATION OF
TEACHER EDUCATION**

**LIBRARY
UNIVERSITY OF KENTUCKY**



Richard Elmer Jagers

Published by
DEPARTMENT OF EDUCATION
H. W. PETERS
Superintendent of Public Instruction

ISSUED MONTHLY

Entered as second-class matter March 21, 1933, at the post office at
Frankfort, Kentucky, under the Act of August 24, 1912.

Vol. V

January, 1938

No. 11

370.61

K419

v. 5

no. 11

copy 2

FOREWORD

In 1934 the Legislature provided for the unification of its program of teacher education and certification. The work of unifying these programs was assigned to the Council on Public Higher Education, the State Board of Education, and the Superintendent of Public Instruction. The Council prescribes curricula for the education of teachers; the State Board approves these curricula and makes rules for their administration, and the Superintendent of Public Instruction directs the administration of the laws and regulations. For the purpose of administering teacher training and certification, a division is set up in the Department of Education, under a director and assistants.

Laws passed in 1934 became effective on September 1, 1935. Since that time, effort has been made by all concerned with the administration of teacher training and certification to make the transition from the old laws to the new laws free from undue hardship upon applicants for certificates, and upon teacher training institutions. Through the fine cooperation which has existed between institutions of higher learning and the State Department of Education, undue hardship has not been placed on any one.

Since the publication of Educational Bulletin Vol. III, Number 7 in September, 1935, and Certification Leaflet Number 1, January, 1937, certain adjustments have been made in the regulations for training and certification of teachers and it is necessary that these modifications be in the hands of school people. With this in mind, I asked Richard E. Jagers to take the lead in the preparation of this Bulletin.

My best wishes to you for the New Year.

H. W. PETERS,

Superintendent of Public Instruction.

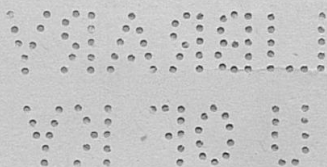


TABLE OF CONTENTS

	Page
Part 1. THE EDUCATION OF TEACHERS	
I. Legal Provisions for Training and Certification of Teachers....	12
II. Regulations for Filing Curricula upon which Certificates are Issued	17
III. Regulations Relating to Correspondence and Extension Work....	18
IV. Regulations Relating to Summer Session Load	20
V. Regulations Relating to Critic Teachers	20
VI. Regulations Relating to Level of Student Teaching	22
VII. Regulations Relating to Standards for Training Schools.....	23
VIII. Regulations Relating to Amount of Student Teaching	23
IX. Regulations Relating to Admission to Training School	23
X. Regulations Relating to the Transfer of Credits.....	24
XI. Regulations Relating to College Levels	24
XII. Accredited Colleges	25
Part 2. THE ISSUANCE AND RENEWAL OF CERTIFICATES.....	27
I. General Information About Certificates.....	29
II. Regulations Relating to Application for Certificates	32
III. Regulations for Issuing and Renewing Certificates for Teach- ing in the Elementary Grades	33
IV. Regulations for Issuing and Renewing Certificates for Teach- ing in the High Schools	36
V. Regulations for Issuing and Renewing Certificates in Admin- istration and Supervision	39
VI. Regulations for Special Certificates	41
VII. Regulations for the Renewal of Certificates Issued by the State Department of Education under Laws in Effect before Sept. 1, 1935	46
VIII. Regulations for Renewal of Certificates Issued by State Col- leges before Sept. 1, 1935	49

TABLE OF CONTENTS

1. Introduction 1

2. Theoretical Foundations 15

3. Methodology 35

4. Results 55

5. Discussion 75

6. Conclusion 95

7. Appendix 115

8. Bibliography 135

9. Index 155

PART ONE

THE EDUCATION OF TEACHERS

this
ava
inv
sch
eco
vid

cati
wit
lear
trai
or,
ade
wit
sup

the
but
tea
edu
wh
tha
cor

Hig
pre
cat
Pu
Ed
tea
in
Bo
an
ca
ed
th

PART ONE

THE EDUCATION OF TEACHERS

KENTUCKY'S PROGRAM OF TEACHER EDUCATION

The education of children is the obligation of the State. If this function is to be carried out effectively the schools must be available to all children in every part of the State. The problem involves housing, organizing, equipping, financing, and staffing the schools so that maximum service may be rendered with reasonable economy. This Bulletin deals with the State's problem of providing a professional staff for the schools.

Provision for Teacher Education.—In providing for the education of teachers, the State should take such steps as are necessary within the limits of its ability. It may set up institutions of higher learning through which it may provide the quality and quantity of training for a sufficient number of persons to maintain its program; or, if the State can not provide facilities for the education of an adequate number of teachers, it may depend upon non-state schools within the State or upon schools in other states for part of its supply.

The State of Kentucky has not provided adequate facilities for the education of a sufficient number of teachers for the schools, but depends upon non-state schools for a large percentage of its teachers. Although the State does not provide facilities for the education of all its teachers, laws and regulations have been passed which tend to safe-guard the interests of children and to guarantee that the education of children shall be under the leadership of a competent personnel.

Council on Public Higher Education.—The Council on Public Higher Education was set up in 1934 and was given the power to prescribe quality and quantity of training necessary for the education of teachers. The curricula prescribed by the Council on Public Higher Education must be approved by the State Board of Education before they become effective as the bases of training teachers. Each college desiring to provide education for teaching in the public schools must file detailed curricula with the State Board of Education. If the curricula meet the standards prescribed and if the institution filing such curricula has provided facilities for carrying out the program, then the institution is approved for educating teachers. The Superintendent of Public Instruction, through his professional assistants, is the agent of the Council on

Public Higher Education and the State Board of Education in achieving the State's objectives in the education of teachers.

Teacher Education Curricula.—The curricula for the education of teachers in Kentucky provide that (1) the teacher should have wide general knowledge of the major areas of human experiences through contact with English, sciences, social sciences, languages, mathematics, fine arts and health; (2) the teacher should have adequate knowledge within the fields in which he is to work; and (3) the teacher should understand children and how they learn. The understanding of children involves (1) the study of individual behavior through courses in the psychologies, (2) experiences in how to select, classify and organize learning materials in terms of child interests and aptitudes at the different age levels, and (3) actual experiences in a laboratory school observing and teaching children.

Upon the basis of this conception of what the education of a teacher should be, those who are now issued certificates to teach at any level, have had well-rounded training. The elementary teacher has had definite courses not only in the liberal arts fields but also in art, music, physical education, and health. A secondary teacher is certificated to teach only on condition that he has completed a curriculum which trains for the position he is to hold.

Laboratory Schools.—In its attempt to safe-guard the children of the Commonwealth from incompetent persons the State has maintained high standards for the laboratory schools in which the final test is given to a student's fitness to enter teaching. The State demands that a laboratory school (or training school) shall be a good school for children to attend, where learning may take place effectively, and where prospective teachers may profit through observation of, and participation in, the learning programs. This calls for a trained critic teacher and an abundance of learning materials. No person is permitted to direct student teaching at any level unless he has at least been graduated from a standard four-year college, and has completed courses designed to prepare for the specific task to be performed.

The colleges, State and non-state, are trying to live up to the high standards prescribed for schools in which student teaching is done. No college has employed a critic teacher whose education does not meet the minimum standard prescribed by the State and about 50 per cent have employed critics whose training far exceeds the minimum.

The Problem of Teacher Selection.—The organization of the

teacher training program has made considerable advancement since 1934. There is still ahead the many problems involved in keeping the program adjusted to the needs of the children of the State. Probably the major task now confronting the State in its teacher education program is the selection and guidance of prospective teachers so that undesirable persons may not enter teaching and desirable persons may be encouraged to enter teaching and continue in the profession.

Those who are engaged in the education of teachers for the schools of the Commonwealth are faced, (1) with the problems of selection for training those persons who offer promise as teachers and guiding them into suitable training curricula, and (2) with the problem of guiding out of teacher training curricula those who are in college, but who offer little or no promise as teachers.

Selecting Prospective Teachers.—In an attempt to keep from the teaching field those who are below average in ability (as measured by achievement) the State Board of Education, in setting up regulations for approving teacher training curricula, requires that any person admitted to the training school, shall have attained “a scholastic standing of one, or ‘C’, in all courses completed at the time the student teaching begins”. In addition, the State Board has prescribed certain amounts of subject matter courses and professional courses as pre-requisites to student teaching.

There are other quantitative measures of fitness for teaching which have not been mentioned in the regulations, and a number of qualitative measures which have not been included. Whether the Council on Public Higher Education and the State Board of Education should legislate upon the quantitative and qualitative measures of fitness for teaching is questionable. Until the individual colleges have studied the problems in considerable detail, it is probably unwise to set up state-wide standards. After thoughtful study has been given to the problem of student-selection for teaching by a committee of the faculty in each college, and after the results of the work of individual college committees have been brought together through a State Committee, it is probable that a general program of student selection can be adopted for the State as a whole.

In-Service Selection and Guidance.—What measures to use in the selection of persons to pursue certain curricula have never been agreed upon to any great extent. Generally, there is agreement that ability level should be one measure of fitness and health should be another, but beyond this little has been agreed upon. As the

matter now stands, our measures of fitness are applied near the time when the student is completing his work instead of being applied near the beginning of his work as a student. Under present regulations, a person may pursue a curriculum until he has entered the last semester of his senior year in college and then be denied the right to enter a laboratory school for directed teaching, a course without which he cannot be certificated. This is socially unsound. We should have some evidence, earlier in his career as a student, to justify us in guiding him out of the teaching profession for which he holds little promise, and into a profession or vocation in which there is some promise.

In-Training Guidance should be invoked the day a student matriculates and his abilities, aptitudes and needs should be studied by persons on the teaching staff with whom he comes in contact in his college life. Genuine interest in each student will help a faculty to find out whether he should continue to pursue curricula leading to teaching and if a student is not a suitable prospect for the teaching profession, such study will furnish a basis for guiding him into a field for which he is suited and which offers opportunity for personal happiness and economic security.

It is important that a student be informed as far as is possible what teaching areas offer greatest promise of employment. Of course, the basic consideration in the choice of a teaching field at a given school level should be that of interest in that field and an aptitude for the particular type of work. Second to this, however, should be the evidence of a need for teachers in the field of the student's choice. In order that the student may be informed regarding the fields in which his services as a teacher may be needed, it is important that there be a continuing study of teacher turnover in the service area of each college engaged in teacher education.

A student-in-training for teaching should be under the constant observation of his instructors in order to determine whether—

1. He is genuinely interested in teaching.
2. He respects teaching as a profession.
3. He has an aptitude for the work he has chosen.
4. He has planned to procure the necessary training to become a superior teacher.
5. He is fitted by temperament to stimulate learning.
6. He has the capacity for attaining sufficient poise.
7. He is healthy in body.
8. He has at least normal mental capacity.
9. He is interested in learning.
10. He speaks correct English.

Manifestations of these characteristics should be observed while the prospective teacher is in training. His college life should place him under conditions in which these characteristics may be observed.

Every institution of higher learning which has a program for the education of teachers should appoint a committee of its faculty to formulate criteria for the selection and guidance of prospective teachers.

I. LEGAL PROVISIONS FOR TRAINING AND CERTIFICATION OF TEACHERS.

1. Certification Authority. (Section 4502-1 Kentucky Statutes.)

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

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

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

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

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

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

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

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

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

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

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

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

5. General Provisions Relating to Certification.

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

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

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

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

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

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

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

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

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

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

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

k. **Certification of Attendance Officers.** (Section 4502-4, Kentucky Statutes.)—The State Board of Education, upon the recommendation of the Superintendent of Public Instruction, shall pre-

pare rules and regulations providing for the certification of attendance officers. (1934, c. 65, p. 301.)

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

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

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

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

o. **Power to Revoke Certificates.** (Section 4502-9, Kentucky Statutes.)—The State Board of Education may, on the written recommendation of the Superintendent of Public Instruction, revoke, for immorality, misconduct in office, incompetency, or wilful neglect of duty, any certificate issued under this act, or any certificate or license issued under any previous act, to superintendents, principals, teachers, supervisors, attendance, officers, or other administrative, supervisory, or instructional employees, after giving the defendant a copy of the charges against him and an opportunity upon not less than ten days' notice, of being heard in person or by Counsel. (1934, c. 65, p. 302.)

II. REGULATIONS FOR FILING CURRICULA UPON WHICH CERTIFICATES ARE ISSUED

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 of Public Higher Education for state institutions of higher education and is equivalent to a curriculum approved for state institutions of higher education, and when it otherwise meets the requirements of law and the regulations of the State Board of Education it shall be approved.

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 4502-2, Kentucky 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, and for attendance officers may be submitted for approval by standard junior colleges or standard senior colleges.

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

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.

III. REGULATIONS RELATING TO CORRESPONDENCE AND EXTENSION WORK.

The Council on Public Higher Education and the State Board of Education have prescribed and approved the following regulations relating to correspondence work used in issuing and/or extending certificates:

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 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 technic 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 pre-requisites 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-hour course completed by correspondence in less than five weeks; for a two-hour course completed in less than four weeks; or a one-hour course completed in less than two weeks.
 11. Not more than 25 per cent of the credit for a degree or certificate may be earned by correspondence and/or extension.
 12. Examinations for correspondence work shall be conducted in the following manner:
 - a. In all cases where practicable, examinations shall be given on the campus of the institution giving the work.
 - b. In cases where it is impracticable to comply with the regulation "a" above, examinations shall be given on the campus of a college belonging to a standard regional association and under the direction of the dean, registrar, or director of extension of the institution where the examination is given.
 - c. In cases where it is impracticable to comply with the regulations "a" and "b" above, 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 more than six credits per semester or twelve hours within the calendar year by extension.
16. Students in residence shall not be permitted to do extension work without permission of their dean.

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

17. **Extension credit in the Renewal of Certificate**, 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 certificate shall be earned in residence.
18. **Credit earned by correspondence**, extension classes, travel courses, and credit earned through other off-campus programs shall so be designated on the official transcripts and shall be classified as extension or non-resident work.

IV. REGULATIONS RELATING TO SUMMER SESSION LOAD.

Regulations relating to maximum load that may be carried by a student in summer session.—The maximum load carried for credits for the issuance or renewal of a certificate by a student enrolled in summer sessions shall be as follows:

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

V. REGULATIONS RELATING TO 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. **Qualifications of Critic Teachers.**—Critic teachers in campus or affiliated training schools shall hold a legal certificate for teaching at the school level in which critic teaching is to be done and in addition shall hold a credential known as Commission for Critic Teacher.

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

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

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

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

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

c. **A Provisional Commission for Critic Teaching in the Elementary Grades** valid for four years shall be issued to a person who is a graduate of a standard four-year college, who has had two years'

teaching experience, and who has completed a curriculum four years in length for training of elementary teachers or has had 30 semester hours in elementary education.

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

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

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

Validity of Commissions for Critic Teaching.

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

VI. REGULATIONS RELATING TO LEVEL OF STUDENT TEACHING.

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

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

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

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

VII. REGULATIONS RELATING TO STANDARDS FOR TRAINING SCHOOLS.

1. The school in which observation, participation and supervised student teaching are done shall be composed of normal children of public school age; be a regularly organized school; shall be either on the campus of the institution and/or an urban, village, or rural school; and shall meet the standard of efficiency prescribed by the State Board of Education for such schools. To meet these standards the school shall be:

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

VIII. REGULATIONS RELATING TO AMOUNT OF STUDENT TEACHING.

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

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

IX. REGULATIONS RELATING TO ADMISSION TO TRAINING SCHOOL.

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

- a. The attainment of a scholastic standing of one or "C" in all courses completed at the time student teaching begins.
- b. For two-year curricula
 - (1) The completion of at least one-half of the minimum requirements in English for the curriculum pursued.
 - (2) The completion of at least one-half of the minimum requirements in Education courses.

- c. The completion of a minimum of 32 semester hours of required courses in the two-year elementary curriculum.
- d. For four-year curricula
 - (1) The completion of two-thirds of the minimum requirements in the core curriculum and in the subject fields in which student teaching is done.
 - (2) The completion of two-thirds of the required courses in education other than student teaching.
 - (3) The completion of a total of 90 semester hours of work.
2. The spirit and organization of the training school should be such that learning may take place effectively and economically.

X. REGULATIONS RELATING TO THE TRANSFER OF CREDITS.

1. **College credits** shall be transferred upon forms furnished by the Department of Education or other forms approved by the Department.
2. **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.
3. **Recommendation by the official** certifying the transcript shall state that, as far as the applicant's record in that institution is concerned, the certificate should be granted.
4. **Transcripts of credits** shall show the applicant's fields of preparation by giving a summary of major and minor fields with the credit earned in each major field or minor field.
5. **Transcripts of college credits** shall show that the applicant has completed all college entrance requirements.
6. **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.
7. **Official transcripts** shall show only the work for which the college gives the applicant full credit toward graduation in the institution certifying the transcript.
8. **Official transcripts** shall state whether the quality (average point standing) of work done by the applicant is equal to the quality of work which the institution certifying the credit will accept toward graduation.

XI. REGULATIONS RELATING TO COLLEGE LEVELS.

1. **Credit for Junior Colleges.**—Sixty-seven semester hours constitute the maximum that can be accepted from a junior college. This 67 semester hours shall include any work already completed in

other institutions previous to the date of completion of work in the junior college.

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

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

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

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

XII. ACCREDITED COLLEGES.

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

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

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

2. Curricula Which May Be Offered in Senior Colleges.

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

3. Curricula Which May Be Offered in Junior Colleges.

1. Two year curricula for elementary teachers.

TABLE I

Accredited¹ Colleges Whose Curricula for Training Teachers Have Been Approved² by the State Board of Education and the School Levels for Which Curricula Have Been Approved

Names of Colleges	Control	Levels	Accredited by	Type of Position for Which Curricula are Offered		
				Elementary	Secondary	Administrative and Supervisory
Eastern Kentucky State Teachers College	State	Senior	SA	x	x	x
Morehead State Teachers College	State	Senior	SA	x	x	x
Murray State Teachers College	State	Senior	SA	x	x	x
University of Kentucky Western Kentucky State Teachers College	State	Senior	SA	x	x	x
Kentucky State Industrial College (c)	State	Senior	SA(b)	x	x	x
West Kentucky Industrial College (c)	State	Junior	S	x		
Asbury College	Church Related	Senior	SA (NM)		x	
Berea College	Private	Senior	SA	x	x	x
Bowling Green College of Commerce	Private	Senior	UK		x	
Centre College	Church Related	Senior	SA		x	
Georgetown College	Church Related	Senior	SA	x	x	x
Kentucky Wesleyan Col.	Church Related	Senior	SA (NM)	x	x	x
Nazareth College	Church Related	Senior	SA (NM)	x	x	x
Transylvania College	Church Related	Senior	SA		x	x
Union College	Church Related	Senior	SA	x	x	x
University of Louisville	Municipal	Senior	SA		x	x
Villa Madonna College	Church Related	Senior	UK	x	x	
Louisville Municipal Col. (c)	Municipal	Senior	SA	x	x	
Bethel's Woman's Col.	Church Related	Junior	SA	x		
Campbellsville College	Church Related	Junior	UK	x		
Caney Junior College	Private	Junior	UK	x		
Cumberland College	Church Related	Junior	SA	x		
Lees Junior College	Church Related	Junior	UK	x		
Lindsey Wilson Junior College	Church Related	Junior	UK	x		
Mt. St. Joseph Junior College	Church Related	Junior	SA	x		
Nazareth Jr. College	Church Related	Junior	SA	x		
Pikeville College	Church Related	Junior	SA	x		
St. Catherine Junior Col.	Church Related	Junior	UK	x		
Sue Bennett College	Church Related	Junior	SA	x		
Ursuline Sacred Heart College	Church Related	Junior	SA	x		

¹ SA—Southern Association of Colleges and Secondary Schools.

SA (NM)—Southern Association—non-member.

UK—University of Kentucky.

S—State Department of Education.

² Colleges offering curricula for training teachers and administrators are inspected at least once every three years. Each college will be inspected during the school year 1937-1938 for continued approval. Any change in the accredited status of colleges will be made available.

—Ho
effec
the r
Colle
requ
other
years
years
years
a sta
for li
Thes
eight
years
exper
the h
temb
four
colleg
of 32
in ac
year
certif
he m
high
4
any c
fails
pires,
of col
exper
hours
have
work

I. GENERAL INFORMATION ABOUT CERTIFICATES.

1. College Elementary vs. Provisional Elementary Certificates.

—Holders of College Elementary certificate issued under the law in effect prior to September 1, 1935, should fulfill the requirements for the new Provisional Elementary certificate as soon as possible. The College Elementary certificate is valid for only two years and requires an additional 16 semester hours for its renewal. On the other hand the Provisional Elementary certificate is valid for three years. It may be renewed the first time for three years upon two years experience, and thereafter it may be renewed every three years upon 16 semester hours of standard college credits.

2. The Standard Certificate.—A Standard certificate, issued by a state college, prior to September 1, 1935, is subject to extension for life upon three years' experience during the life of the certificate. These three years may or may not be consecutive, and the holder has eight years from date of issue in which to earn the required three years experience. After the holder has completed three years' experience upon the Standard certificate, it ceases to be valid unless the holder makes application and has it extended.

3. Old Provisional High School Certificates.—Prior to September 1, 1935, the Provisional High School certificate valid for four years was issued upon a minimum of 64 semester hours of college credit. This certificate has been renewed upon a minimum of 32 semester hours earned during the life. It is valid for teaching in accredited high schools if the holder is now a graduate of a four year standard college. If the holder of a Provisional High School certificate, issued before September 1, 1935, is now a college graduate he may teach in an accredited high school without getting a new high school certificate.

4. Renewal and Extension of Certificates.—If the holder of any certificate subject to life extension on three years' experience fails to secure the three years' experience before the certificate expires, he may have it renewed upon presentation of 16 semester hours of college work. If the holder of such certificate has only one year of experience he may have the certificate renewed upon 12 semester hours of college work, or if he has two years' experience he may have such certificate renewed upon six semester hours of college work. As soon as the holder has had the required experience either

during the life of the original certificate, or its reissue, the certificate may be extended for life.

5. **Kinds of Experience for Renewal of Certificates.**—In renewing certificates, issued prior to September 1, 1935, on basis of experience the following types of experience may be accepted:

1. Teaching in elementary and secondary schools.
2. Principalship, elementary and secondary.
3. Superintendency, local and state.
4. Supervisory, local and state.
5. Attendance officer, local and state.
6. Kindergarten, pre-school, and adult education under the supervision of state and local administrators.

6. **Amount of Experience.**—Continuous experience for a major part of a regular school term shall be counted as one year of experience for the renewal of certificates issued prior to September 1, 1935.

7. **Renewal of Local Elementary Certificates.**—Special emphasis is placed upon the fact that credit for the renewal of the Local Elementary certificate must be completed since its last renewal and before it expires. The Court of Appeals has ruled on the question and the Division of Teacher Training and Certification must follow this ruling. Those who hold this type of certificate should not fail to complete all renewal requirements before June 30 of the year in which the certificate expires.

8. **Validity and Tenure of Certificates.**—Certificates issued before September 1, 1935, will be valid as long as they remain in force. They can be renewed, or extended upon the conditions set out in the law and regulations in force at the time they were issued. A certificate issued before September 1, 1935, and valid for holding a particular type of position will be legally valid for holding the same type of position after September 1, 1935.

Certificates issued after September 1, 1935, will be valid at the school levels and positions for which they are issued.

The chart which follows sets out the school levels and positions for which each certificate is valid. Certificates issued before September 1, 1935, are given first and are followed by certificates issued after September 1, 1935.

TABLE II

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	A	4 Col.		*		*						
Standard Elementary	A	4 Col.	*			*						
Standard High	A	5 Col.		*		*						
Standard Adm. and Supervision	A	5 Col.	*	*	*	*	*	*	*	*	*	
Attendance Officer	A	2 Col.									*	
Standard for School Librarians	A	4 Col.										*
Provisional for School Librarians	A	5 Col.										*

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

²Principals are required to have two years experience.

B—Issued before September 1.

A—Issued after September 1.

II. REGULATIONS RELATING TO APPLICATIONS FOR CERTIFICATES.

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

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

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

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

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

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

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

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

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

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

11. **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.

12. **Applications for renewal of certificates** shall be made and credits upon which application for renewal is based shall be completed before September 1 in the calendar year in which the certificate-to-be-renewed expires, provided that the application for the renewal of the Local Elementary Certificate shall be made and credits upon which renewal is based shall be completed before July 1 of the calendar year in which the certificate expires.

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

14. **Validation of certificates from other states** may be made when transcripts of credits show that requirements are met for Kentucky certificates of similar rank and for the same school level

III. REGULATIONS FOR ISSUING AND RENEWING CERTIFICATES FOR TEACHING IN THE ELEMENTARY GRADES.

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

- a. Education, including
 - 1. Educational Psychology or General Psychology..... 3 hours
 - 2. Fundamentals of Elementary Education 4 hours
 - 3. Supervised Student Teaching 3 hours
 - 4. Elective Course in Education 3 hours

Total 13 hours
- b. English, including
 - 1. Oral and Written Composition 6 hours
 - 2. English Literature or American Literature or Survey of Literature 3 hours
 - 3. Children's Literature 3 hours

Total 12 hours
- c. Social Science, including
 - 1. American History and Citizenship (integrated) 6 hours
 - 2. Or American History 3 hours
 - 3. And Citizenship (separated) 3 hours
 - 4. Or History of Civilization 6 hours

Total 6 hours
- d. Principles of Geography 3 hours
- e. Public School Music 2 hours
- f. Public School Art 2 hours
- g. Teacher's Arithmetic 3 hours
- h. Public Hygiene and Sanitation 2 hours
- i. Science (Biology, Chemistry, General Science, Geology, Physics) 5 hours
- j. Physical Education 2 hours
- k. General Agriculture, or 2 hours
 - Industrial Arts, or 2 hours
 - Home and Social Problems, or 2 hours
 - Rural Social Economy, or 2 hours
 - Principles of Sociology 2 hours
- l. Elective 12 hours

Grand Total 64 hours

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

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

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

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

a. Education, including		
1. General Psychology or Educational Psychology	3 hours	
2. Fundamentals of Elementary Education	4 hours	
3. Supervised Student teaching	6 hours	
4. Educational Measurements	2 hours	
5. Child Psychology	3 hours	
6. Teaching Reading	3 hours	
7. Elective in Elementary Education	3 hours	
8. Elective in Administration and Supervision and/or Elementary Education and/or General Education Courses....	6 hours	
		Total 30 hours
b. English, including		
1. Oral and Written Composition	6 hours	
2. American Literature or English Literature or Survey of Literature	3 hours	
3. Children's Literature	3 hours	
4. Elective	3 hours	
		Total 15 hours

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

Total Required—120-128 hrs. plus degree

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

6. **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 or last renewal. If the holder fails to teach the three years required for renewal or reissuance, this certificate may be renewed or reissued upon 6 semester hours of standard college or university work of graduate

grade for each year he fails to teach upon the certificate. It may be extended for life when the holder has had three years' teaching experience during the life of the certificate and has completed requirements for a Master's degree in a standard graduate school.

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

IV. REGULATIONS FOR ISSUING AND RENEWING CERTIFICATES FOR TEACHING IN THE HIGH SCHOOLS.

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. Major (minimum of 24 semester hours) and two minors (minimum of 18 semester hours each) or two majors selected from subject fields in the curriculum adopted by the State Board of Education for the public elementary and/or public secondary schools.
- b. A core curriculum as follows:
 - 1. English12 hours
 - 2. Science, selected from Biology, Chemistry, General Science, Geology, Physics12 hours
 - 3. Health 2 hours
 - 4. Social Sciences, selected from Economics, Government, History, Sociology12 hours
 - 5. Mathematics (exclusive of Arithmetic) or..... 6 hours
 - *6. Foreign Language6 to 12 hours
 - 7. Physical Education 1 hour
- c. 18 semester hours in Education as follows:
 - 1. Supervised Student Teaching 6 hours
(At least three hours in student teaching shall be done in the secondary school.)
 - 2. Psychology or Educational Psychology 3 hours
 - 3. Elective in secondary education 6 hours
 - 4. Elective in Education 3 hours
- d. Elective51 to 65 hours

Total Required Hours—120 to 128 plus degree

2. **A Provisional High School Certificate** valid for four years shall be issued to a person who meets the requirements of law and general regulations of the State Board of Education and files a

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

transcript of standard college credits showing the completion of the requirements for a Smith-Hughes teacher of Agriculture or Home Economics, who holds at least a Baccalaureate degree, and who has met the education requirements set by the Council on Public Higher Education and approved by the State Board of Education as follows:

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

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

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

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

- a. The core curriculum now prescribed for the issuance of the Provisional High School certificate as follows:
 - 1. English 12 hours
 - 2. Science, selected from Biology, Chemistry, General Science, Geology, Physics 12 hours
 - 3. Health 2 hours
 - 4. Social Sciences, selected from Economics, Government, History, Sociology 12 hours
 - 5. Mathematics (exclusive of Arithmetic) or 6 hours
 - *6. Foreign Language 6 to 12 hours
 - 7. Physical Education 1 hour

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

b. The completion of a minimum of forty-six semester hours in Commerce (Business Education), as follows:

- | | |
|---|----------|
| 1. Accounting | 8 hours |
| 2. Secretarial Practice | 13 hours |
| 3. General Business | 21 hours |
| 4. Business Ed. (Methods and Materials) | 4 hours |

c. The completion of 18 semester hours in Education as follows:

- | | |
|---------------------------------------|---------|
| 1. Psychology or Ed. Psychology | 3 hours |
| 2. Secondary Education | 6 hours |
| 3. Supervised Teaching | 6 hours |
| 4. Elective in Education | 3 hours |

Total Required Hours—120 to 128 plus degree

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

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

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

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

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

Agriculture	Commerce
Art	Dramatics
Biology	Economics and Sociology
Chemistry	English

French	Latin
Geography and Geology	Library Science
Geology	Mathematics
German	Music
History	Physical Education
History and Political Science	Physics
Home Economics	Political Science
Industrial Arts	Spanish
Journalism	Speech

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 approved by the State Board of Education, and who, in addition thereto, completes the requirements for a Master's degree in a standard graduate school.

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.

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

V. REGULATIONS FOR ISSUING AND RENEWING CERTIFICATES IN ADMINISTRATION AND SUPERVISION.

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	6 hours
b. Courses in Elementary Education	6 hours
c. Supervised Student Teaching	6 hours
d. Courses in Secondary Education	6 hours

2. **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.

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

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

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

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

6. **The Standard Certificate of Administration and Supervision** may be extended for life upon presentation of evidence that the holder has had three years' successful experience in Administration or Supervision during the life of the certificate. If the holder fails to present the required experience for life extension before the certificate expires, the certificate may be reissued or renewed for five years upon two years' experience during the life of the

certificate, or upon 6 semester hours of additional college or university work of graduate grade for each of the two years' experience he fails to obtain.

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

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

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

VI. REGULATIONS FOR SPECIAL CERTIFICATES.

1. **An Emergency Certificate** may be issued to a person under the following conditions: (a) The employment district Boards of Education shall state under their official oath that it is impossible to procure a teacher or teachers for the position or positions for which emergency certificates is sought; (b) the applicant shall meet all requirements regarding age, character, etc.; (c) the formal application must be signed by the executive of the school district; (d) the applicant shall appear at the State Department of Education and take a written examination covering the subjects, grades, and professional fields; (e) the questions shall be prepared in the Divisions of Teacher Training and Certification; (f) notice shall be filed by the applicant 10 days in advance of the date on which the examination is desired; (g) if the applicant makes an average grade of 80 per cent a permit may be granted for one year.

2. **Permits for Teachers of Trades and Industries.**—A permit to teach a trade, valid for one year, may be issued to a person under the following conditions:

- a. An applicant shall have an academic education equivalent to four years of high school.
- b. He shall have a minimum of at least three full years experience as

an actual journeyman workman in the trade and industrial pursuit to be taught.

- c. He must be employed as a teacher of a trade in a program of trades and industrial education sponsored by a public school system and subsidized by State or Federal funds in accordance with the state plans for vocational education.
- d. His application must have the written approval of the State Director of Vocational Education, and his application must be accompanied by a certification that he is employed as a teacher of the trade.
- e. The application for the renewal of this permit shall be approved by the State Director of Vocational Education and be accompanied by a certification by the State Director that the holder has fulfilled the requirements of such teachers as are set out in the state plans of the Trades and Industrial Division of the State Division of Vocational Education.
- f. The teacher of a trade and industry is a person employed to teach part time, or full time, his trade to industrial workers and prospective industrial workers.
- g. All regulations in conflict with this provision are hereby repealed.

3. Certificates for Full-Time School Librarians.

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

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

b. **A Standard Certificate for School Librarians**, valid for five years, for holding the position of librarian in any public school may be issued to a person who has met the requirements for the provisional certificate for librarians and who in addition thereto has completed the requirements for a Master's degree or has had one year of training in library science beyond the baccalaureate degree.

This certificate may be extended for life upon three years' experience as a full-time librarian during the life of the certificate.

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

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

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

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

2. The completion of the core curriculum as follows:

a. English	12 hours
b. Sciences, selected from Biology, Chemistry, General Sciences, Geology, Physics	12 hours
c. Health	2 hours
d. Social Sciences, selected from Economics, Government, History, Sociology	12 hours
e. Mathematics, exclusive of Arithmetic	6 hours
or	
*f. Foreign Language	6-12 hours
g. Physical Education	2 hours

3. Completion of professional courses as follows:

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

4. **A Permit for Teaching Music.**—A permit for teaching music, valid for one year for teaching music in the public schools, may be

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

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.

5. Provisional Certificates for Teachers of Deaf Children.

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

b. Education

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

Total 24 hours

c. English

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

Total 11 hours

d. Science

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

Total 10 hours

e. Social Science

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

Total 6 hours

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

3 hours

g. Health or Physical Education

4 hours

h. Electives (subject matter)

6 hours

Total 64 hours

i. This certificate may be renewed for three years after two years' teaching experience during the life of the certificate, or upon presentation of one-half year (16 semester hours) of additional standard college work earned during the life of the certificate; and it may

year
men
and
plet

be renewed every three years thereafter upon presentation of one-half year (16 semester hours) of additional standard college work earned since the last renewal, provided that when this certificate is renewed upon 16 semester hours of standard college work, such training shall be selected from the curriculum prescribed for the issuance of the standard certificate for teaching the deaf.

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

Standard Certificate for Teachers of Deaf Children.

- | | | |
|----|--|----------------|
| a. | Education | |
| | 1. Psychology (Child, General, or Abnormal, or a combination of any two) | 6 hours |
| | 2. Psychology of the Deaf | 3 hours |
| | 3. Tests and Measurements | 3 hours |
| | 4. Principles of Teaching the Deaf | 3 hours |
| | 5. Principles and Pedagogy of Lip Reading | 2 hours |
| | 6. Principles of Teaching Corrective Speech..... | 3 hours |
| | 7. Phonetics | 6 hours |
| | 8. Practice Teaching or Clinic Practice (oral methods).. | 6 hours |
| | 9. Electives (At least 6 in special field)..... | 9 hours |
| | | Total 41 hours |
| b. | English | |
| | 1. Oral and Written Composition | 6 hours |
| | 2. English for the Deaf | 3 hours |
| | 3. Electives | 6 hours |
| | | Total 15 hours |
| c. | Science | |
| | 1. Biology, Chemistry, General Science, Zoology or Physics | 10 hours |
| | 2. Anatomy and Physiology of Speech and Hearing..... | 4 hours |
| | 3. Pathology of Speech and Hearing | 4 hours |
| | 4. Physics of Sound | 2 hours |
| | | Total 20 hours |
| d. | Social Science | |
| | 1. Principles of Sociology or Economics | 6 hours |
| | 2. American History or Government | 3 hours |
| | | Total 9 hours |
| e. | Mathematics—Teacher's Arithmetic or Mathematics for Deaf Children | 3 hours |
| f. | Art—Public School, Industrial or Practical..... | 2 hours |
| g. | Public School Music, or Rhythm for the Deaf | 2 hours |

- h. Health or Physical Education 4 hours
- i. Electives from subject matter fields 24 hours

Total 120 hours
plus degree

- j. This certificate may be renewed every four years after three years' teaching experience during the life of the certificate, or upon one-half year of standard college work of graduate grade since issue or last renewal, and it may be extended for life when the holder has had three years' teaching experience upon the certificate during its life and has completed the requirements for a Master's degree in a standard graduate school.

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

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

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

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

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

All credit for the renewal of this certificate must be earned before it expires.

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

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

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

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

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

6. **Provisional High School Certificates** issued to graduates of a standard four-year college may be reissued upon three years' experience, provided that if the holder fails to teach three years on the certificate before date of expiration, such person may submit additional standard college credit in lieu of the teaching experience at the rate of 6 semester hours for each of the three years that he fails to teach on the certificate.

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

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

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

Note.—This certificate is valid for teaching in the elementary

and secondary grades, and for holding the principalship, provided the holder has had two years' experience.

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

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

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

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

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

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

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

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

13. **Renewal of Special Certificates for Trades and Industries.**—The special certificate for teaching trades and industries, issued to industrial arts teachers and teachers of trades prior to September

1, 1935, and valid for two years, may be renewed every two years upon six semester hours of standard college work (or upon one half year of high school work, provided the holder is not a high school graduate).

A teacher of industrial arts, as used in this regulation, means a teacher employed in the public schools 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.

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

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

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

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

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

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

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

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

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

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

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

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

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