

WEST VIRGINIA  
SECRETARY OF STATE

BETTY IRELAND

ADMINISTRATIVE LAW DIVISION

Form #5

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2005 AUG 12 A 8:45

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

NOTICE OF AGENCY ADOPTION OF A PROCEDURAL OR INTERPRETIVE RULE  
OR A LEGISLATIVE RULE EXEMPT FROM LEGISLATIVE REVIEW

AGENCY: West Virginia Board of Education TITLE NUMBER: 126

CITE AUTHORITY: W. Va. Constitution, Article XII, §2, W. Va. Code §§18-1-1, 18-8-1, 18-2-5, 18-4-2, 18-10E-1, 18A-2-9, 18A-2-12, 18A-3-1, 18A-3-1a, 18A-3-2, 18A-3-2a, 18A-3-2b, 18A-3-2d, 18A-3-3, 18A-3-3a, 18A-3A-3, 18A-3-6, 18A-3-7, 18A-3-10, 18A-4-1, 18A-4-2, 18A-4-3, 18A-4-4, 18A-4-8e and 18A-4-20

RULE TYPE: PROCEDURAL \_\_\_\_\_ INTERPRETIVE \_\_\_\_\_

EXEMPT LEGISLATIVE RULE  X

CITE STATUTE(S) GRANTING EXEMPTION FROM LEGISLATIVE REVIEW

W.Va. Code §§ 29A-3B-1, et seq.; W.Va. Board of Education v. Hechler, 180 W.Va. 451; 376 S.E.2d 839 (1988).

AMENDMENT TO AN EXISTING RULE: YES  X  NO \_\_\_\_\_

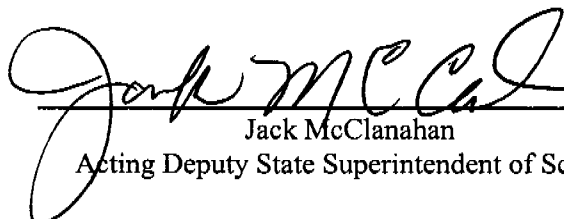
IF YES, SERIES NUMBER OF RULE BEING AMENDED:  136

TITLE OF RULE BEING AMENDED: Minimum Requirements for the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: \_\_\_\_\_

TITLE OF RULE BEING PROPOSED: \_\_\_\_\_

THE ABOVE RULE IS HEREBY ADOPTED AND FILED WITH THE SECRETARY OF STATE. THE EFFECTIVE DATE OF THIS RULE IS  September 11, 2005 .

  
Jack McClanahan  
Acting Deputy State Superintendent of Schools

EXECUTIVE SUMMARY  
AND  
Professional Development Brief  
FOR  
WEST VIRGINIA BOARD OF EDUCATION POLICY

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**Policy Number and Title:** Policy 5202: Minimum Requirements for the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications

**Background:** Revisions are needed in Policy 5202 to reflect recent changes in both state and federal legislation regarding alternative routes to certification, out-of-state certificate of eligibility, highly qualified special education teacher and consultative special education teacher. A curriculum/cultural enrichment authorization certificate is needed to enable counties to utilize existing Policy 5202 language to employ persons to provide courses in areas/topics that are not covered in the public school curriculum. Finally, minor revisions have been made throughout the policy, that involve changes in formatting and editing in order to maintain alphabetical and numerical order, etc.

**Major Revisions:**

Major revisions have been made to reflect these recent changes in state and federal legislation:

- Alternative routes to certification: The Legislature amended W.Va. Code §18A-3-1a, by House Bill 2528, to update the currently impractical statutory requirements for individuals with a non-teaching bachelor's degree to become certified to teach. Amendments also include provisions for special education teachers to complete alternative programs in order to meet the No Child Left Behind definition of highly qualified teacher.
- Out-of-State certificates: The Legislature amended W.Va. Code §18A-3-1a, by House Bill 2350, to allow WV certification to teachers who hold a valid out-of-state certificate of eligibility and who meets all the requirements for certification except employment in another state.
- Highly Qualified Special Education teacher: The reauthorization of the federal Individuals with Disabilities Education Act (IDEA) has resulted in changes in the Policy 5202 definition of the highly qualified special education teacher and the addition of guidelines for the use of

the High Objective Uniform State Standard of Evaluation (HOUSSE) for special education teachers.

- Consultative Special Education Teacher: The reauthorization of the federal Individuals with Disabilities Education Act (IDEA) requires a change in Policy 5202 language from the current definition of a collaborative special education teacher to a consultative special education teacher.
- Curriculum/Cultural Enrichment: A curriculum/cultural enrichment authorization certificate is needed to enable counties to utilize existing Policy 5202 language to employ persons to provide courses in areas/topics that are not covered in the public school curriculum.
- Editing/Formatting revisions: These revisions serve to clarify policy language and to improve the organization of the policy.

**Impact:** These changes to Policy 5202 bring the policy into compliance with recent federal and state legislation, including the new definition of highly qualified special education teacher. Adding language to permit alternative routes to certification for special education teachers will allow the development of options for special education teachers who may not currently meet the definition of highly qualified teacher. Finally, the proposed revisions to current language regarding out-of-state certification is in response to changes on W.Va. Code that allow West Virginia to recognize the certificate of eligibility that is granted in many neighboring states as a valid out-of-state certificate that can be converted to a West Virginia certificate subject to the regulations in W. Va. Code §18A-3-1(b).

**Response to Comments:** A total of twenty comments were received from thirteen individuals.

- Six comments were received in response to the Temporary Authorization in Reading. Four of those comments were negative and requested that only teachers who hold master's degrees in reading should be certified to teach reading. No change was made to the policy in response to these comments because the Temporary Authorization in Reading for seventh and eighth grades is only available to Multi-Subject (K-8) certified teachers when no fully certified reading teacher is available. The other two comments were neutral and requested no action.
- Two comments were received regarding the types of testing that would be considered for purposes of demonstrating subject competence. Both comments were requesting that the National Teachers Exam required

for Elementary Certification in Special Education be considered in addition to the Praxis II. No change was made in policy in response to the comments because that the language had already been revised to go out on public comment to indicate that any test for which a minimum cut score was set by the WVBE would be considered for the purpose of demonstrating subject matter competence. This would include the NES, NTE, and Praxis II.

- One comment was received requesting the Transnational Association of Christian Colleges (TRACS) be included as a recognized accrediting agency. TRACS is recognized by the U.S. Department of Education for purposes of federal financial aid. This issue was reviewed by the WVBE at its July meeting and no changes in policy were recommended.
- Two comments were received requesting that the WVDE no longer issue First-Class/Full-Time Permits and begin issuing Alternative Certificates. While individuals on First-Class/Full-Time Permits do not meet the definition of highly qualified, individuals on Alternative Certificates do meet that definition. To this point, priority has been given to developing alternative routes to certification for persons who hold a bachelor's degree but lack teaching certification, and for special education teachers who lack the appropriate content endorsement. Until more options can be explored, First-Class/Full-Time Permits will still be issued in emergency situations.
- One comment was received requesting that teachers who have been prepared to teach behavior disorders be given an option to obtain an additional endorsement in Autism. In response to the comment, an option was developed for special education teachers endorsed in behavior disorders or multi-categorical to complete six semester hours of coursework in Autism and be granted the endorsement.
- One comment was received requesting that gifted education be removed from policy and not be separated from special education in general. Because W. Va. Code §18-20-1 makes a distinction between gifted education and the other areas of exceptionalities, that distinction will be reflected in policy.
- One comment requested that there be no alternative route to teacher certification. No action was taken in response to this comment. Current alternative routes to certification were developed to meet the requirements of W. Va. Code §18A-3-1a. Each program requires a minimum of bachelor's degree, successful completion of a minimum of eighteen semester hours of coursework, and successful completion of WVBE-required tests. In addition, alternative routes to content endorsements are available only to fully certified special education teachers.

- One comment requested that West Virginia relax its definition of the arts so that dance and theatre would not be included. Currently, dance and theatre are considered to be core academic subjects; therefore, teachers are required to be state certified in that area. No action was taken in response to this comment as individuals endorsed in physical education are certified to teach dance and any certified teacher may teach theatre.
- One comment requested that First-Class/Full-Time Permits be issued to individuals who have completed all coursework required for a program but have yet to pass the WVBE-required exam. No revisions were made to the policy regarding this comment. Because §126-136-7.1.3.d states the State Superintendent has the authority to waive licensure requirements.
- Two comments were made regarding the flow and alignment of the policy. While no specific action was taken in response to these comments, the WVDE continues to improve alignment in Policy 5202 with each revision.

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**TITLE 126  
LEGISLATIVE RULE  
BOARD OF EDUCATION**

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OFFICE WEST VIRGINIA  
SECRETARY OF STATE

**SERIES 136**

**MINIMUM REQUIREMENTS FOR THE LICENSURE  
OF  
PROFESSIONAL/PARAPROFESSIONAL PERSONNEL  
AND  
ADVANCED SALARY CLASSIFICATIONS (5202)**

**§126-136-1. General.**

1.1. Scope. - This legislative rule establishes the minimum requirements for the licensure of educational personnel to be employed in the public schools of West Virginia.

1.2. Authority. - West Virginia Constitution, Article XII, Section 2, W.Va. Code §§ 18-1-1, 18-8-1, 18-2-5, 18-4-2, 18-10E-1, 18A-2-9, 18A-2-12, 18A-3-1, 18A-3-1a, 18A-3-2, 18A-3-2a, 18A-3-2b, 18A-3-3, 18A-3-3a, 18A-3A-3, 18A-3-2d, 18A-3-6, 18A-3-7, 18A-3-10, 18A-4-1, 18A-4-2, 18A-4-3, 18A-4-4, 18A-4-8e, and 18A-4-20.

1.3. Filing Date. - August 12, 2005

1.4. Effective Date. - September 11, 2005

1.5. Repeal of Former Rule. - This legislative rule amends W.Va. 126CSR136, West Virginia Board of Education Policy 5202, "Minimum Requirements for the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications," hereinafter Policy 5202, filed September 13, 2004 and effective October 13, 2004.

**§126-136-2. Summary.**

2.1. These rules outline the minimum requirements for the various licenses approved by the West Virginia Board of Education, hereinafter WVBE, and issued by the State Superintendent of Schools, hereinafter State Superintendent, to educators and paraprofessionals who wish to work in West Virginia's public schools. They also outline the requirements for educators who wish to qualify for an advanced salary classification. Important terminology is defined, governing principles are identified, and the criteria for issuance of each license and salary classification are established.

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### §126-136-3. Purpose.

3.1. The primary purpose of licensure is to assure the public that educators, paraprofessionals, and others licensed to work in West Virginia's public schools meet established levels of competence to deliver an appropriate and effective educational program to the state's public school students. Licensure requirements established in this policy provide a means of ensuring that persons employed in West Virginia public schools have the necessary knowledge and skills to meet the responsibilities of their professional assignments in instruction, student support, administration, and any other areas of responsibility for which licensure is required.

3.2. The licensure system defined in these rules supports: 1) the proposition that licensure patterns and specializations should meet the needs of students; and 2) the mobility of qualified educational personnel.

### §126-136-4. Definitions.

4.1. A.A. - An associate's degree from an accredited institution of higher education as defined in §125-136-4.5, which has been issued to, or for which the requirements for such have been met by, a person who qualifies for or holds a Full-Time Permit for Community Program Personnel.

4.2. A.B. - A bachelor's degree from an accredited institution of higher education as defined in §126-136-4.5, which has been issued to, or for which the requirements for such have been met by, a person who qualifies for or holds a Professional Certificate or its equivalent.

4.3. A.B. plus 15. - A bachelor's degree from an accredited institution of higher education as defined in §126-136-4.5 plus 15 semester hours of approved coursework from an accredited institution of higher education, as defined in §126-136-4.5, approved to offer graduate credit, met by a person who qualifies for or holds a Professional Certificate or its equivalent.

4.4. Academic Major. - At least 21 semester hours of coursework from an accredited institution of higher education as defined in §126-136-4.5 taken in a single content area as identified on the diploma and/or official seal-bearing transcript or verified by the institution of higher education from which the individual received his/her degree. The 21 semester hours of coursework must count toward completion of the degree and shall not include any hours reflecting remedial coursework.

4.5. Accredited Institution of Higher Education. - A college or university accredited: 1) by the official accrediting agency of the state in which the institution is located, and 2) by one of the six regional accrediting agencies recognized by the National Commission on Accrediting (Middle States, New England, Northwest, North Central, Southern, and Western Associations), the Accrediting Association of Bible Colleges, the Association of Independent Colleges and Schools or the Association of Theological Schools, to award degrees at a stipulated level, i.e., bachelor's degree, master's degree, and/or doctorate.

4.6. Advanced Credential. - Certification by the National Board for Professional Teaching

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Standards, hereinafter NBPTS, in the content area and/or a master's degree or doctorate in the content area.

4.7. **Advanced Salary Classification.** - The upgrading of an educator's salary classification to bachelor's plus 15, master's, master's plus 15, master's plus 30, master's plus 45, or doctorate.

4.8. **Ancillary Requirements.** - For purposes of implementing the National Association of State Directors of Teacher Education Certification, hereinafter NASDTEC, Interstate Agreement, ancillary requirements include the following: minimum Grade Point Average, hereinafter GPA, standardized testing or assessment, Evaluation Leadership Institute, mentoring, experience and graduation from an accredited institution of higher education, as defined in §126-136-4.5.

4.9. **Appeal.** - A written request submitted by an individual for an appeal of a denial for cause based on the provisions of §126-136-6.2.4. The appellant shall cite, in writing, the basis for the appeal and shall include evidence supplied by the appellant to support her/his contention.

4.10. **Approved Program.** - An educational preparation program delivered by an accredited institution of higher education, approved by the WVBE, and based upon state adopted program objectives and other requirements delivered by an accredited college or university and which has the endorsement of the WVBE.

4.11. **Beginning Educator.** - A classroom teacher with less than two years of teaching experience.

4.12. **Beginning Educator Internship.** - A state-sanctioned program of continuing professional development for classroom teachers designed to assist the educator during the first year or two of employment by providing a mentor to guide her/him during the transition to a new job assignment.

4.13. **Board of Education.** - A legally constituted entity including a county board of education, the West Virginia Schools for the Deaf and the Blind, West Virginia Department of Education, hereinafter WVDE, a regional education service agency, hereinafter RESA, or any non-public school or school system in West Virginia.

4.14. **Career/Technical Education B.A. plus 15.** - Completion of the coursework for issuance of the Career/Technical Education Certificate plus 15 semester hours of approved coursework from a regionally accredited institution of higher education as defined in §126-136-4.53.

4.15. **Career/Technical Education M.A.** - Completion of the coursework for issuance of the Career/Technical Education Certificate plus 30 semester hours of approved coursework from a regionally accredited institution of higher education as defined in §126-136-4.53.

4.16. **Career/Technical Education M.A. plus 15.** - Completion of the coursework for issuance of the Career/Technical Education Certificate plus 45 semester hours of approved coursework from a regionally accredited institution of higher education as defined in §126-136-4.53.

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4.17. Career/Technical Education M.A. plus 30. - Completion of the coursework for issuance of the Career/Technical Education Certificate plus 60 semester hours of approved coursework from a regionally accredited institution of higher education as defined in §126-136-4.53. A career/technical education educator who holds a permanent Career/Technical Education Certificate and a bachelor's degree shall qualify for the M.A. plus 30 salary classification.

4.18. Career/Technical Education M.A. plus 45. - Completion of the coursework for issuance of the Career/Technical Education Certificate plus 75 semester hours of approved coursework from a regionally accredited institution of higher education as defined in §126-136-4.53. A career/technical education educator who holds a permanent Career/Technical Education License and has completed a bachelor's degree plus 15 semester hours of graduate credit shall qualify for the M.A. plus 45 salary classification.

4.19. Community Programs. - Community programs are those early childhood education services provided in natural environments for children aged three to five. These include, but are not limited to, public or private day care settings, private preschools and Head Start. Community programs complement those early childhood education services operated directly by county boards of education.

4.20. Conversion. - The process of an educator completing requirements to upgrade from one level of certificate to another.

4.21. Core Academic Subjects. - The core academic subjects are English, reading or language arts, mathematics, sciences, foreign language, civics and government, economics, arts, history and geography as identified in the No Child Left Behind Act of 2001, hereinafter NCLB.

4.22. County Superintendent. - The chief administrative officer of a board of education, as defined in §126-136-4.13.

4.23. Day. - Calendar day.

4.24. Denial for Cause. - A denial based on an applicant's not meeting the criteria for licensure established in the portion of W.Va. Code §18A-3-2a which indicates that a certificate shall not be issued to any person who is not of good moral character and physically, mentally, and emotionally qualified to perform the duties for which the certification would be granted.

4.25. Doctorate. - A doctoral degree from an accredited institution of higher education as defined in §126-136-4.5 approved to offer such degrees, which has been issued to, or for which the requirements have been met by, a person who qualifies for or holds a Professional Certificate or its equivalent.

4.26. Duplicate Credit. - Credit that covers substantially the same content for which the person has received previous credit.

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4.27. Educator or Professional Educator. - Shall mean the same as a teacher as defined in W.Va. Code §18-1-1.

4.28. Endorsement. - The specialization(s) and grade levels appearing on any license which designate the program areas to which the holder can be legally assigned within the public schools of West Virginia.

4.29. Experience. - A professional assignment consistent with the endorsement(s) identified on the educator's license(s).

4.30. Fee. - For purposes of tuition reimbursement only, in accordance with W.Va. Code §18A-3-3a, fee refers to any mandatory cost associated with tuition, as assessed by the college or university, excluding payment for books and supplies.

4.31. GED. - General Educational Development equivalency diploma.

4.32. Graduate Credit. - Credit beyond the bachelor's level earned at an accredited institution of higher education as defined in §126-136-4.5 approved to offer graduate credit.

4.33. Hearing. - The part of a session devoted to the taking of evidence or presentation of argument during the Licensure Appeal Panel's adjudication of an appeal.

4.34. Higher Education Policy Commission (HEPC). - The statewide higher education policy commission as defined in W.Va. Code §18B-1-2(i).

4.35. High Objective Uniform State Standard of Evaluation (HOUSSE). - HOUSSE is an optional method of documenting subject matter competency in a core academic subject(s) for a teacher in order to meet the definition of highly qualified teacher. Section I of the Teacher Evaluation Form identified in W.Va. 126CSR13 WVBE Policy 5310, Performance Evaluation of School Personnel, hereinafter Policy 5310, that addresses a teacher's knowledge of the subject has been designated as West Virginia's HOUSSE. A general education teacher not new to the profession and a special education teacher eligible to use HOUSSE as defined in §126-136-8.2.2.c may use a rating of "meets standards" or higher on Section I of the Teacher Evaluation Form ( Policy 5310) to document his/her subject matter competency in order to meet the definition of highly qualified teacher in that content area being evaluated that year. Special Education Teachers who must rely on HOUSSE to demonstrate subject matter competence may use WVBE-approved professional development for the purpose of demonstrating subject matter competence.

4.36. Initial License. The first license issued to an individual by the State Superintendent or the WVDE under Policy 5202 or §126-CSR-92.

4.37. Institution of Higher Education. - An accredited college or university. (Refer to §126-136-4.5.)

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4.38. License. - The term used to designate any or all of the documents issued by the licensing agency to empower an individual to perform designated services within the public schools of West Virginia.

4.39. Licensing Agency. - State Superintendent or WVDE.

4.40. Long-Term Substitute. - A licensed educator who temporarily replaces, for more than 30 consecutive instructional days, the person assigned to an educator position.

4.41. Management Level Experience. - Work experience in which an individual's assignment in the organization is designated as a position of authority with responsibility for regulating the relationships between and among people.

4.42. M.A. - A master's degree related to the public schools earned at an accredited institution of higher education as defined in §126-136-4.5 approved to offer graduate work, which has been issued to, or the requirements for which have been met by a person who qualifies for or holds a Professional Certificate or its equivalent.

4.43. M.A. plus 15. - A master's degree related to the public schools earned in an accredited institution of higher education as defined in §126-136-4.5 plus 15 semester hours of approved graduate coursework from an accredited institution of higher education. This classification requires 45 semester hours including a master's degree and shall be recognized only on the Professional Certificate or its equivalent.

4.44. M.A. plus 30. - A master's degree related to the public schools earned in an accredited institution of higher education as defined in §126-136-4.5 plus 30 semester hours of approved graduate coursework from an accredited institution of higher education. This classification requires 60 semester hours including a master's degree and shall be recognized only on the Professional Certificate or its equivalent.

4.45. M.A. plus 45. - A master's degree related to the public schools earned in an accredited institution of higher education as defined in §126-136-4.5 plus 45 semester hours of approved graduate coursework from an accredited institution of higher education. This classification requires 75 semester hours including a master's degree and shall be recognized only on the Professional Certificate or its equivalent.

4.46. Mentor. - An experienced classroom teacher, as defined in §126-136-4.29 who is assigned to assist and support the beginning educator during the beginning educator internship.

4.47. One Year of Experience. - One year of experience for conversion/permanent licensure purposes equals 133 paid days within one school year in an assignment for which the person holds a valid license.

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4.48. Performance Assessment. - The process whereby a cooperating public school educator and a higher education faculty member judge a prospective educator's ability to apply basic professional knowledge and skills in an educational setting using an approved instrument that incorporates WVBE approved professional education standards.

4.49. Prerequisite Experience for Conversion. - An educator's paid professional assignment consistent with the endorsement(s) identified on the educator's Professional Certificate or permissible under these rules.

4.50. Professional Certificate or Its Equivalent. - Individuals may be issued the Professional Teaching Certificate, Professional Student Support Certificate, Professional Administrative Certificate, Career/Technical Education Certificate, Temporary Professional Teaching Certificate, Temporary Professional Service Certificate, Temporary Professional Administrative Certificate, Temporary Career/Technical Education Certificate the Permanent Authorization for School Nurse and/or the Alternative Teaching Certificate in order to work in the public schools of West Virginia. For salary purposes only, all Temporary and Permanent Authorizations shall be considered equivalent to the Professional Certificate.

4.51. Professional Commitment. - A written agreement signed by an educator to pursue certification in the endorsement area(s) in which s/he is employed.

4.52. Quarter Hour Conversion. - One quarter-hour is equivalent to two-thirds of one semester hour.

4.53. Regionally Accredited Institution of Higher Education. - A college or university accredited by: 1) the official accrediting agency of the state in which the institution is located and 2) one of the six regional accrediting agencies recognized by the National Commission on Accrediting (Middle States, New England, Northwest, North Central, Southern and Western Associations) to award degrees at a stipulated level, i.e., bachelor's degree, master's degree and/or doctoral degree.

4.54. Renewal. - The extension of the license's validity period under conditions set forth in these rules.

4.55. School Year. - July 1 through June 30.

4.56. Semester Hour of College Credit. - The unit of credit used for renewal of any license and/or advanced salary classifications.

4.57. Short-Term Substitute. - A licensed educator who temporarily replaces, for 30 or fewer consecutive instructional days, the person assigned to that education position.

4.58. Shortage Area. - An endorsement area identified by the county superintendent as one in which the county does not have fully certified applicants for a position.

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4.59. **Specialization.** - The specific teaching, administrative or student support services assignment in which an individual may function legally within the public schools of West Virginia. Refer to Appendix A.

4.60. **Superintendent.** - The chief administrative officer of a legally constituted entity including a board of education.

4.61. **Teaching Experience.** - Classroom teaching or student support services experience within the specialization(s) and grade levels reflected on the educator's license.

4.62. **Validity Period.** - The time period for which a license is valid as reflected by the effective and expiration dates.

4.63. **Valid Out-of-State Certificate.** - A license to work as a public school teacher, administrator or Student Support Personnel (as defined in §126-136-10.3.1-10.3.4) that has not expired, nor has been surrendered, revoked or is currently suspended.

4.64. **West Virginia Commission for Professional Teaching Standards, hereinafter WVCPTS.** - The official body representative of the educational community that is responsible for 1) reviewing and recommending to the WVBE standards for the licensure of educational personnel; 2) hearing appeals related to licensure; and 3) any other duties related to licensure as assigned by the WVBE.

### **§126-136.5. Categories of Licenses.**

5.1. **Professional Certificate.** - The Professional Certificate may be issued to an individual who meets prescribed experience and/or academic and professional standards and who has been assessed as competent to assume a role in public education in keeping with the specialization(s) and grade levels designated on this license. A Professional Certificate may be issued in teaching, student support services, or administrative specializations. (Refer to §126-136-10.)

5.2. **Alternative Teaching Certificate.** - The Alternative Teaching Certificate may be issued to an individual provided s/he fulfills the general requirements for issuance as specified in §126-136-15.1. An Alternative Teaching Certificate may only be issued in teaching specializations.

5.3. **Temporary Certificate.** - The Temporary Certificate may be issued to an individual who meets prescribed experience and/or academic and professional standards including the Evaluation Leadership Institute for the Professional Certificate but has not met the testing requirements prescribed for issuance of the Professional Certificate. A Temporary Certificate may be issued in teaching, student support or administrative specializations. (Refer to §126-136-10.)

5.4. **Career/Technical Education Certificate.** - The Career/Technical Education Certificate may be issued to an individual who has acquired prescribed career/technical education and/or technical skills through specific wage-earning experience and/or training and who has been assessed as

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competent to assume a role in public education in keeping with the specialization(s) and grade levels designated on this license. The Career/Technical Education Certificate is equivalent to the Professional Certificate for salary purposes. (Refer to §126-136-10.)

5.5. Temporary Career/Technical Education Certificate. - The Temporary Career/Technical Education Certificate may be issued to an individual who holds a valid out-of-state Career/Technical Education certificate but does not hold the required industry recognized credential and/or has not met the citizenship and/or testing requirements prescribed for issuance of the Career/Technical Education Certificate. (Refer to §126-136-10.)

5.6. Permit. - The Permit may be issued to an individual who does not meet the requirements for the Professional or Career/Technical Education Certificate, but who has been determined by the county superintendent to be the most qualified applicant for the position. (Refer to §126-136-11.) The Non-United States Citizen Permit may be issued to a non-United States citizen in accordance with §126-136-17.

5.7. Adult License. - The Adult License may be issued to an individual who meets the prescribed experience and/or academic standards for teaching adults in the specialization(s) designated on the license. (Refer to §126-136-11.)

5.8. Authorization. - The Authorization may be issued to an individual who does not meet criteria for any of the above licenses or who is assigned to a position for which a specialization related to public school instruction or a public school programs does not exist on the Professional or Career/Technical Education Certificate. A Temporary or Permanent Authorization that requires a Professional Certificate as a prerequisite shall be valid provided the Professional Certificate remains valid. (Refer to §126-136-11.)

5.9. Paraprofessional Certificate. - The Paraprofessional Certificate may be issued to an individual who meets prescribed academic or equivalent standards and/or experience to work in a support capacity to assist in the facilitation of instruction and supervision of pupils while under the direction of a professional educator. An educator who holds a valid Professional Certificate and is employed as a paraprofessional does not need to hold a Paraprofessional Certificate. (Refer to §126-136-12.)

5.10. Special Education Content Endorsement. - The Special Education Content Endorsement may be issued to an individual who holds a Professional Teaching Certificate endorsed in Autism, Behavior Disorders, Mild/Moderate Mental Impairment, Multi-Categorical Special Education, and/or Specific Learning Disabilities and who meets the prescribed academic standards and/or equivalent WVDE-approved professional development.

### **§126-136-6. Legal Basis for Licensure.**

6.1. WVBE.

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6.1.1. The education of professional educators in the state shall be under the general direction and control of the WVBE (Refer to W.Va. Code §18A-3-1).

6.1.2. The WVBE, in consultation with the WVCPTS, shall adopt standards for the education of professional educators in the state and for the awarding of licenses valid in the public schools of this state.

### 6.2. State Superintendent.

6.2.1. Issuance of Licenses. - In accordance with WVBE rules for the education of professional educators, the State Superintendent may issue licenses valid in this state (W.Va. Code §18A-3-2a). A county may employ an applicant in good faith on the anticipation that he or she is eligible for a certificate. If it is later determined that the applicant was not eligible, the State Superintendent may authorize payment by the county board of education to the teacher for time not exceeding three school months or the date of notification of his or her eligibility, whichever occurs first (Refer to W.Va. Code §18A-3-2).

6.2.2. Revocation and Suspension of Licenses. - The State Superintendent may, after ten days notice and upon proper evidence, revoke the certificates of any teacher for any of the following causes: Intemperance; untruthfulness; cruelty; immorality; the conviction of a felony or a guilty plea or a plea of no contest to a felony charge; the conviction, guilty plea or plea of no contest to any charge involving sexual misconduct with a minor or a student; or for using fraudulent, unapproved or insufficient credit to obtain the certificates. However, the certificates of a teacher may not be revoked for any matter for which the teacher was disciplined, less than dismissal, by the county board that employs the teacher, nor for which the teacher is meeting or has met an improvement plan determined by the county board, unless it can be proven by clear and convincing evidence that the teacher has committed one of the offenses listed in this subsection and his or her actions render him or her unfit to teach. In order for any conduct of a teacher involving intemperance; cruelty; immorality; or using fraudulent, unapproved or insufficient credit to obtain the certificates to constitute grounds for the revocation of the certificates of the teacher, there must be a rational nexus between the conduct of the teacher and the performance of his or her job. The State Superintendent may designate the WVCPTS or members thereof to conduct hearings on revocations, suspensions or certificate denials and make recommendations for action by the State Superintendent (Refer to W.Va. Code §18A-3-6). A suspension of the license is a revocation of the same for a fixed period of time.

6.2.3. Recall of Licenses. - If a license has been issued through an error, oversight or misinformation, the State Superintendent shall have the authority to recall the license and make such corrections as will conform to the requirements of law and WVBE rules (Refer to W. Va. Code §18A-3-6).

6.2.4. Hearings and Appeals. - An individual whose license has been denied for cause may request an appeal in accordance with W.Va. §126CSR4 WVBE Policy 1340, Rules of Procedure for Administrative Hearings and Appeals, hereinafter Policy 1340. A hearing is provided to an

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individual when a revocation or suspension of a license is sought by the WVDE in accordance with Policy 1340.

### §126-136-7. Responsibilities for Licensure.

7.1. There are certain underlying principles applicable to all individuals involved in the licensure process.

#### 7.1.1. Educator. - The educator shall:

a. Familiarize Her/Himself with Licensure Requirements. - Every educator is responsible for familiarizing her/himself with the West Virginia licensure and salary classification requirements and for making application for any licensure/salary classification to which s/he is entitled. Failure to apply for a certificate or additional endorsement within three months from the date of eligibility may result in additional requirements before the educator can be licensed. It is the educator's responsibility to ensure that s/he holds a license valid for her/his assignment; **AND**

b. Consult with County Superintendent or Professional Designee. - Each employed educator shall select, in consultation with the county superintendent or professional designee, the college/university coursework most appropriate to her/his current or anticipated assignment and long-range professional development plan. An educator who is not employed in West Virginia but who taught or resides in this state and wishes to renew her/his West Virginia Professional Certificate(s) must consult with the county superintendent in the county in which s/he last taught or resides (W.Va. Code §18A-3-3). The county superintendent or professional designee shall approve the college/university coursework to be used for renewal. Failure to secure prior approval from the county superintendent or professional designee may result in the denial of the use of certain coursework for the purposes of renewal; **OR**

c. Consult with Licensing Agency. - An educator who is not employed as an educator in West Virginia and has never taught or resided in West Virginia but desires to renew her/his West Virginia license shall select, in consultation with the licensing agency staff, the college/university coursework most appropriate to her/his anticipated assignment and long-range professional development plan. Failure to secure prior approval from the licensing agency may result in the denial of the use of certain college/university coursework for the purposes of renewal. The State Superintendent shall recommend the applicant for renewal of her/his Professional Certificate; **AND**

d. Completion of Renewal Credit. - The educator is encouraged to complete the college/university coursework for the renewal of the Professional Certificate one year prior to the expiration date of the certificate being renewed.

#### 7.1.2. County Superintendent. - The county superintendent shall:

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a. **Counsel Employees.** - The county superintendent or professional designee is encouraged to advise employed educators regarding licensure requirements and to inform each educator concerning her/his professional responsibility for maintenance of her/his license, additional endorsements and/or advanced salary classifications, including the procedures by which these processes are completed. County superintendents or professional designees are encouraged to notify employees at least one year in advance of the date the employee's license(s) must be renewed; **AND**

b. **Approval of Renewal Credit.** - The county superintendent or professional designee shall approve appropriate college/university coursework for renewal purposes; **AND**

c. **Recommend for Licensure.** - The county superintendent shall recommend, or not recommend, the issuance and renewal of all licenses, as noted, for educators employed by the board of education in accordance with W.Va. Code §18A-3-2a; **AND**

d. **Report Immorality and Neglect of Duty.** - It shall be the duty of any county superintendent who knows of any acts on the part of any teacher for which a certificate may be revoked to report the same, together with all the facts and evidence, to the State Superintendent for such action as in the State Superintendent's judgment may be proper. (Refer to W.Va. Code §18A-3-6.); **AND**

e. **Employ and Assign Personnel.** - The county superintendent shall recommend to the board of education the most qualified applicant for each instructional, student support services and administrative position (Refer to W.Va. Code §18A-4-7a.). In addition, the county superintendent shall ensure that each educator holds appropriate licensure for her/his assignment within the first three months of such employment. If an educator is employed in good faith on the anticipation that s/he is eligible for a license and it is later determined that the educator was not eligible, the county superintendent shall be authorized to pay the educator for a time not exceeding three school months or the date of notification of the ineligibility, whichever shall occur first (Refer to W.Va. Code §18A-3-2.).

f. **Contracted or RESA Services.** - The county superintendent shall assure that an educator providing contracted services or services through a RESA holds the same licensure required for an educator employed by a board of education.

7.1.3. **Licensing Agency.** - The licensing agency shall:

a. **Notify Applicant of Approval or Denial of Application for Licensure.** - The licensing agency shall notify, in writing, each applicant regarding the approval or denial of her/his application for licensure or salary classification; **AND**

b. **Provide Technical Assistance.** - The licensing agency shall provide technical assistance to individuals, boards of education and other agencies in understanding and implementing the licensure process; **AND**

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c. **Maintain Records.** - The licensing agency serves as the repository for all licensure records, documents, and related materials. Applications, transcripts, fees, and other documents submitted for the issuance or maintenance of a license become the property of the licensing agency; **AND**

d. **Waiver Requirements.** - The State Superintendent shall have the authority to waive licensure requirements in a situation where s/he judges, after thorough investigation, that the applicant's knowledge, preparation and/or experience are adequate to justify such waiver. If the waiver request could result in the extension of a license or the issuance of a new license, the written request must be accompanied by the appropriate application and processing fee. The State Superintendent must state, in writing, the reason(s) for granting or denying such waiver with a copy to be maintained in the applicant's records and a summary must be forwarded to the WVCPTS at its next regularly scheduled meeting. If the Office of Professional Preparation recommends that an application be denied for cause, the applicant may not request a waiver but may file an appeal pursuant to procedures outlined in Policy 1340.

7.1.4. **County Board of Education.** - The county board of education shall send to the WVBE by the first day of May, annually, a report that includes: 1) the available teacher positions in the county; 2) any shortages in subject matter areas in the county; and 3) the name of all teachers reduced in force provided the teacher has permitted the county board of education to submit his/her name.

### **§126-136-8. Highly Qualified Teacher.**

8.1. Effective with the 2002-2003 school year, all persons newly hired in Title I schools must meet the definition of highly qualified as defined in the Reauthorization of the Elementary and Secondary Education, otherwise known as the No Child Left Behind Act (NCLB) of 2001. By the end of the 2005-2006 school year, all teachers delivering instruction in the core academic subject areas must meet the NCLB definition of highly qualified teacher.

#### 8.2. Definitions.

8.2.1. **Core Academic Subjects.** - The core academic subjects include the arts, reading/language arts, English, foreign language, mathematics, science, civics and government, economics, geography, and history. West Virginia defines the arts as dance, music, theatre, and visual art.

#### 8.2.2. Highly Qualified Teacher.

a. **Highly Qualified Teacher – State Definition.** - A West Virginia public school teacher is considered highly qualified if s/he:

A. has a bachelor's degree or higher; **AND**

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B. meets state certification requirements, including those certified through a WVBE-approved alternative route to certification program, with an endorsement(s) in the core academic subject(s) being taught; **AND**

C. demonstrates subject matter competency by:

(a) passing the state competency test for which a state minimum score was established by the WVBE in the content area(s); **OR**

(b) having an academic major or advanced credential(s) in the subject taught as defined in §126-136-4.4 and §126-136-4.6, respectively; **OR**

(c) satisfying West Virginia's HOUSSE definition as defined in §126-136-4.35.

b. Title I Reading Teacher. – According to the NCLB guidelines, a Title I reading teacher is considered highly qualified if s/he holds certification in elementary education or multi-subjects. For state certification as a Title I reading teacher, the WVBE requires a master's degree in reading specialist, completion of a graduate level reading specialist program, a reading authorization, or completion of a reading endorsement program.

A. The reading endorsement can be granted only to individuals who hold a professional teaching certificate.

B. The reading endorsement shall reflect those grade levels that appear on the individual's professional teaching certificate.

c. Special Education Teacher. – A special education teacher who is responsible for providing instruction and course credit for any course included in the NCLB defined core academic subject areas for students with exceptionalities must hold a minimum of a bachelor's degree, meet state certification requirements with the appropriate endorsement in special education, and demonstrate subject matter competency in order to be considered highly qualified. Dependent upon his/her position, a special education teacher can demonstrate subject matter competency in one of the following ways:

A. A special education teacher providing instruction to students with significant cognitive disabilities who take the West Virginia Alternate Assessment can demonstrate subject matter competence by successfully completing the Praxis II test required for Elementary Education OR by using the state's HOUSSE option defined in §126-136-4.35.

B. A special education teacher providing instruction at the elementary level can demonstrate subject matter competence by successfully completing the Praxis II test required for Elementary Education OR by using the state's HOUSSE option defined in §126-136-4.35.

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C. A special education teacher employed prior to the start of the 2005-2006 school year providing instruction in a departmentalized middle or high school who:

(a) teaches one core academic subject must be highly qualified to teach the core academic subject as defined in §126-136-8.2.2.a to demonstrate subject matter competence.

(b) teaches two or more core academic subjects must successfully complete the Praxis II content exam for each of the core academic subjects OR use the state's HOUSSE option defined in §126-136-4.35.

D. A special education teacher offered initial employment beginning in the 2005-2006 school year or after providing instruction in a departmentalized middle or high school who:

(a) teaches one core academic subject must be highly qualified to teach the core academic subject as defined in §126-136-8.2.2.a to demonstrate subject matter competence.

(b) teaches two or more core academic subjects must be highly qualified to teach math, English, or Science as defined in §126-136-8.2.2 and then use the state's HOUSSE option defined in §126-136-4.34 for any other core academic subject within two years.

E. A consultative special education teacher working in a collaborative role with a highly qualified general education teacher is considered highly qualified. Refer to the definition of consultative teacher in §126-136-19.2.

d. Paraprofessionals (includes persons classified as Aide I, II, III and IV). – The NCLB requires all paraprofessionals (excluding those with sole duties as translators and parental involvement assistants) providing instructional support in a program or school receiving Title I funds to be qualified by the end of the 2005-2006 school year.

A. Salary Classifications. – The Aide I, II, III, IV and Paraprofessional classifications identified in W.Va. Code §18A-4-8 are included in the NCLB definition of paraprofessional. Consequently, all Aides I, II, III, IV and Paraprofessionals in West Virginia working in a program or school receiving Title I funds must meet the definition of qualified paraprofessional found in the NCLB.

B. Title I Program or School. – All Aides I, II, III, IV and paraprofessionals working in a Title I schoolwide program must be qualified, as defined in the NCLB, by the end of the 2005-2006 school year, regardless of the funding source for his/her position. All Aides I, II, III, IV and paraprofessionals, whose positions are funded by Title I funds, working in a Title I targeted assistance school must meet the definition of qualified paraprofessional found in the NCLB.

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C. Qualified Paraprofessional (includes persons classified as Aide I, II, III, and IV). – Criteria for being considered a qualified paraprofessional, as defined in the NCLB, require the completion of at least one of the following:

(a) College Coursework. – The applicant must have completed at least two years (48 semester hours) of study at an accredited institution of higher education, as defined in §126-136-4.5; **OR**

(b) College Degree. – The applicant must have obtained an associate degree or higher from an accredited institution of higher education, as defined in §126-136-4.5; **OR**

(c) WVBE Program. – The applicant must have completed the 36 semester hour program as identified in §126-136-12.1.3 and passed the current state competency exam for paraprofessionals developed pursuant to W.Va. Code §18A-4-8e; **OR**

(d) Academic Assessment. – The applicant must have met a rigorous standard of quality and can demonstrate, through a formal state approved academic assessment which includes a measurement of 1) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics and 2) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. Paraprofessionals who have taken and passed the current state competency exam for paraprofessionals developed pursuant to W.Va. Code §18A-4-8e have satisfied this requirement.

D. Certified Paraprofessional (includes persons classified as Aide I, II, III, and IV). – The requirement for being a certified paraprofessional in West Virginia includes completion of the 36 semester hour program as identified in §126-136-12.1.3 and passage of the current state competency exam for paraprofessionals developed pursuant to W.Va. Code §18A-4-8e.

### **§126-136-9. General Requirements and Dates Certain for Licensure.**

#### 9.1. W.Va. Code Requirements for Licensure.

9.1.1. General Requirements - A license to work in the public schools of West Virginia may be granted to an applicant who is: 1) a United States citizen, unless otherwise noted; 2) of good moral character; 3) physically, mentally and emotionally qualified to perform the duties to which s/he is assigned; and 4) has attained the age of eighteen years on or before the first day of October of the year in which the license is issued (Refer to W.Va. Code §18A-3-2a).

#### 9.1.2. Criminal History Record Check.

a. Federal Bureau of Investigation Fingerprint Background Check for Initial Licensure. - All applicants for initial licensure whose applications are received by the WVDE shall be fingerprinted by the West Virginia State Police or its designee. The fingerprints shall be analyzed

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by the state police for a state criminal history record check through the central abuse registry record and then forwarded to the Federal Bureau of Investigation for a national criminal history record check. Information contained in either the central abuse registry record or the Federal Bureau of Investigation record may form the basis for the denial of a certificate for cause in accordance with W.Va. Code §18A-3-2a and §18A-3-10.

b. State Analysis for Employment within Ninety Days. - Upon written consent to the WVDE by the applicant and within ninety days of the state fingerprint analysis, the results of a state analysis may be provided to a county board with which the applicant is applying for employment without further cost to the applicant.

c. Disclosure Provisions. - Information maintained by the WVDE or a county board which was obtained for the purposes of W.Va. Code §18A-3-10 is exempt from disclosure as provided by W.Va. Code §29B-1-4. Disclosure or publication of information in a statistical or other form that does not identify the individuals involved or provide personal information is not prohibited.

9.1.3. Beginning Educator Internship. - An educator who receives her/his Professional Teaching Certificate after January 1, 1992 must successfully complete the Beginning Educator Internship. An educator who has successfully completed five years of out-of-state teaching experience is exempt from completing the Beginning Educator Internship (W.Va. Code §18A-3-2b).

9.2. Licensure and Related Fees. - A non-refundable processing fee, established by the WVBE, shall be charged for all applications and requests for copies of records. In addition to the processing fee, applicants who apply for an initial license shall also submit the current fee charged by the Federal Bureau of Investigation for a fingerprint background check and for a West Virginia Criminal Bureau of Investigation fingerprint background check as required by W.Va. Code §18A-3-10.

9.3. Dating of Licenses - All licenses shall be issued and dated in accordance with W.Va. Code and as mandated by other applicable WVBE policies. A county may employ an applicant in good faith that s/he is eligible for a certificate for up to three school months or date of notification of his or her ineligibility, whichever shall occur first. This three-month period shall begin with the date of hire for that position. The applicant's appropriate application, fees and fingerprint cards (if applicable) for licensure must be received by the WVDE within ten calendar days of the hire date. All certificates shall expire on June 30 of the last year of their validity irrespective of the date of issuance (Refer to W.Va. Code §18A-3-2).

9.4. Expiration Date of Licenses - All licenses shall be issued and set to expire in accordance with W.Va. Code §18A-3-2a and as mandated by this policy. Please refer to individual licensure sections for designated dates.

9.5. Specializations and Grade Levels - All licenses shall contain specializations and grade levels in accordance with W.Va. Code §18A-3-2a and as mandated by this policy and W.Va.

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§126CSR114, Policy 5100, Approval of Educational Personnel Preparation Programs, hereinafter Policy 5100. Refer to individual licensure sections or Appendix A for specific designations.

9.6. Recognition of Degrees and Coursework for Licensure, Renewal and Advanced Salary Classifications.

9.6.1. Dating of Degree Recognition and Advanced Salary Classifications. – Upon successful completion of an advanced degree or additional hours leading to a higher salary classification, the candidate will make application to the WVDE. Upon verification of coursework completed and/or the degree being granted, the new degree/salary classification will be effective on the date that all requirements for the classification were completed not to exceed three months prior to receipt of the appropriate application in the WVDE.

9.6.2. Bachelor's Degree. - Only a bachelor's degree earned from an accredited institution of higher education, as defined in §126-136-4.5, approved to offer a bachelor's degree may be recognized for licensure and salary purposes.

9.6.3. Master's Degree. - Only a master's degree earned from an accredited institution of higher education, as defined in §126-136-4.5, approved to offer a master's degree and in a curriculum related to the public school program may be recognized for licensure and salary purposes.

9.6.4. Doctorate. - Only a doctoral degree earned from an accredited institution of higher education, as defined in §126-136-4.5, approved to offer a doctorate and in a curriculum related to the public school program may be recognized for licensure and salary purposes (Refer to W.Va. Code §18A-4-1).

9.6.5. Degrees and Coursework from Non-accredited Colleges. - Degrees and/or coursework earned from unaccredited institutions of higher education are not recognized for licensure or salary purposes. An applicant who completed a state approved program through a non-accredited college must complete appropriate degree and approved program requirements from an accredited institution of higher education as defined in §126-136.4.5 before licensure may be granted.

9.6.6. Recognition of College Credit for Renewal and Salary Purposes. - Only unduplicated coursework related to the public school program as defined in §126-136-9.6.7, completed through an accredited institution of higher education, as defined in §126-136-4.5, and subsequent to the issuance of the license being renewed and within the five-year period immediately preceding the date of application may be used for renewal of a license.

9.6.7. Related to the Public School Program. - For purposes of renewal and advanced salary classifications, "related to the public school program" shall mean: 1) any course offering included in a degree program in the field of education; 2) content and/or professional education coursework related to current licensure; 3) content and/or professional education coursework required for an additional endorsement; 4) professional development/special topics coursework

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approved by the licensing agency; 5) coursework identified in the personnel evaluation process; 6) coursework related to technology for education; and/or 7) coursework related to the mission and goals of the WVBE and/or the school organization.

### 9.7. Clinical Practice/Field-Based Experience.

9.7.1. In accordance with Policy 5100, an individual completing an approved teacher preparation program shall complete a minimum of twelve weeks of clinical experience unless s/he is able to demonstrate to the satisfaction of the college supervisor and the cooperating public school supervisor that s/he has achieved the proficiency level in less than the specified time. The candidate must be assessed during the clinical experience in at least one specialization for which licensure is being requested.

9.7.2. Institutions of higher education must document individuals field-based and/or clinical experiences with diverse (multi-cultural), at-risk, and special needs learners at each programmatic level for which they seek licensure. Refer to Policy 5100.

9.7.3. For individuals wishing to add a new specialization to the Professional Teaching Certificate, institutions of higher education will determine the method for and the amount of clinical and/or field-based experiences necessary to satisfy the requirements specified in §126-136-9.7.1 and §126-136-9.7.2.

### 9.8. Grade Point Average (GPA).

9.8.1. For Issuance of an Original License. - A minimum overall GPA of 2.5 for all college/university coursework attempted is required for issuance of any license requiring a bachelor's degree or higher with the exception of the Substitute Permit. The scholastic requirements shall be computed using the 4.0 scale including the discretionary academic forgiveness provisions approved by the higher education governing boards. An individual who holds a master's degree or higher with a 3.0 GPA meets the GPA requirement.

9.8.2. For Issuance of Additional Endorsements. - For an individual who already holds a West Virginia Professional Certificate, the 2.5 GPA will be required only in the area(s) for which additional licensure is being requested. All required and elective courses completed for the endorsement shall be used in computing the GPA regardless of the date of completion.

9.8.3. For Extension of Grade Levels on an Existing Endorsement. - The applicant shall include only those courses taken after July 1, 1994 to satisfy the 2.5 GPA.

9.8.4. For Renewal of a License. - College/university credit completed for the renewal of a license must reflect a 3.0 GPA.

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9.9. State Testing Requirements—All applicants for professional licensure must meet state testing requirements as required by W.Va. Code §18A-3-2a and as outlined in §126-136-10.1.2.c.E. and Appendix B, including the exceptions indicated in W.Va. Code §18A-3-2a (1)(B) and in §126-136-10.1.2.c.F.

### §126-136-10. Licenses for Professional Educators.

#### 10.1. Teaching Certificates.

##### 10.1.1. Temporary Teaching Certificate.

a. General Criteria. - A Temporary Teaching Certificate may be issued to a person who has completed: 1) the minimum of a bachelor's degree or master's degree if specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.5 or an equivalent degree through an institution of higher education in a foreign country; 2) the general requirements-specified in §126-136-9; 3) the minimum GPA specified in §126-136-9.8); and 4) the conditions for issuance identified in §126-136-10.1.2.c. A Temporary Certificate may be issued in the teaching specializations identified in Appendix A. The Temporary Certificate shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools. Experience gained on the Temporary Certificate may be used for conversion purposes.

b. Validity Period. - The Temporary Teaching Certificate shall be valid for one school year and shall expire on June 30. An educator who graduates in December or whose Temporary Certificate is effective on or after January 1 may be issued a Temporary Certificate valid until June 30 of the following school year.

c. Conditions for Issuance. - The applicant for the Temporary Certificate must submit evidence of satisfying the following:

A. Out-of-State Approved Program. - Successful completion of an out-of-state approved teacher education program from an accredited higher education institution, as defined in §126-136-4.5 with the exception of the required tests in Pre-professional Skills, Content and/or Professional Education; **OR**

B. Foreign Credentials. – Refer to §126-136-17; **OR**

C. Valid Out-of-State Certificate. – Refer to §126-136-16.

##### 10.1.2. Initial Professional Teaching Certificate.

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a. **General Criteria.** – An Initial Professional Teaching Certificate may be issued to a person who has completed: 1) the minimum of a bachelor’s degree or a master’s degree as specified in Appendix A through an accredited institution of higher education, as defined in §126-136-4.5; 2) the general requirements specified in §126-136-9); 3) the minimum GPA specified in §126-136-9.8; 4) the tests specified in §126-136-10.1.2.c.E; and 5) the conditions for issuance identified in §126-136-10.1.2.c. An Initial Professional Teaching Certificate may be issued in the teaching specializations identified in Appendix A. The Initial Professional Teaching Certificate shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools.

b. **Validity Period.** - The Initial Professional Teaching Certificate shall be valid for three school years and shall expire on June 30 of the last year of its validity.

c. **Conditions for Issuance.** - The applicant for an Initial Professional Teaching Certificate must submit evidence of satisfying the following:

A. **Completion of an Institution of Higher Education’s State Approved Program.** - Successful completion of an accredited institution of higher education’s state-approved program and the recommendation of the designated official at the college or university through which the program was completed; **OR**

B. Refer to guidelines for Out-of-State applicants in §126-136-16; **OR**

C. Refer to guidelines for Alternative Routes to Certification in §126-136-15; **OR**

D. **NBPTS Certificate.** - A valid certificate from the NBPTS in a specialization comparable to those listed in Appendix A; **AND**

E. **WVBE Adopted Tests.** - Unless identified as an exemption in §126-136-10.1.2.c.F, an educator must satisfy the minimum proficiency levels identified in Appendix B, as adopted by the WVBE, in:

(a) **Pre-professional Skills.** - Praxis I-Pre-Professional Skills Tests in reading, writing and mathematics; **AND**

(b) **Content Specialization(s).** - Praxis II-Content Specialization Test(s) for each specialization for which licensure is requested, if a test is required; **AND**

(c) **Professional Education.** - Principles of Learning and Teaching Praxis Test that includes at least a portion of the grade levels indicated on the anticipated license.

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F. Exemptions. - The following exemptions have been established for each of the tests as indicated:

(a) Preprofessional Skills Tests. - An individual who: 1) holds certification through the NBPTS; 2) holds or has held a West Virginia Professional Certificate; 3) holds a master's degree from an accredited institution of higher education; 4) attained, from a single administration, a composite score of 25 on the American College Test (ACT), 26 on the ACT enhanced (effective November 1989), 1035 on the Scholastic Achievement Test (SAT) or 1125 on the recentered SAT (effective April 1995); 5) satisfied a passing score in basic skills reading, writing and mathematics in another state; 6) holds a valid out-of-state certificate in the content area is exempt from the required Preprofessional Skills Tests; or 7) successfully completed three years of experience within the last seven years in one or a combination of specializations recognized on an out-of-state professional certificate valid during those three years.

(b) Content Specialization. - An individual who: 1) holds certification through the NBPTS; 2) satisfied a passing score on the appropriate content test in another state; or 3) valid out-of-state licensure in the area in which West Virginia certification is available and requested; or 4) holds a doctorate in the content area for which West Virginia licensure is available and requested is exempt from the content test(s); or 5) successfully completed three years of experience within the last seven years in one or a combination of specializations recognized on an out-of-state professional certificate valid during those three years.

(c) Professional Education. - An individual who: 1) holds certification through the NBPTS; 2) satisfied a passing score on the appropriate professional education test in another state; or 3) holds a valid out-of-state Professional Certificate is exempt from the professional education tests); or 4) successfully completed three years of experience within the last seven years in one or a combination of specializations recognized on an out-of-state professional certificate valid during those three years. The Professional Education Test is not required for an educator seeking West Virginia licensure in a student support or administrative specialization.

G. Validity of Test Scores. - The validity period for in-state and out-of-state tests and passing scores is ten years from the date on which the candidate passed the examination. In those circumstances where the WVBE has not altered either the required test or the passing score, the test and score shall remain valid beyond the ten-year period. A candidate whose test scores exceed the ten-year validity period at the time of application for licensure is required to satisfy current tests and passing scores.

H. Failure to Apply for Licensure. - A candidate who fails to apply for licensure within three months from the date of eligibility for licensure is required to satisfy any additional test and program components in effect at the time of application and to comply with conditions outlined for the validity period.

I. Tests Required for New Specializations on a Professional Certificate.  
- A candidate who wishes to add a new specialization to her/his Professional Teaching Certificate

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is required to satisfy, in addition to the approved program content requirements, the content test requirement, if a test is required. It is assumed that a candidate who holds a Professional Teaching Certificate has previously satisfied requirements in the pre-professional skills and professional education components and that a candidate who holds either the Professional Support or Professional Administrative Certificate has satisfied the pre-professional skills component.

J. Substitution of National Evaluation Systems (NES) Content Test in Special Education for Praxis II Education of Exceptional Students: Core Content Knowledge. A candidate who successfully completed the NES test in behavior disorders, mentally impaired or specific learning disabilities is not required to satisfy the Praxis II Education of Exceptional Students: Core Content Knowledge since it is assumed this content was included in the NES special education content tests.

K. Modification of Programmatic Levels for a Content Specialization on a Professional Certificate. - A candidate who seeks a different programmatic level configuration for an existing specialization on her/his Professional Certificate is exempt from the required content test provided s/he has completed three years of experience in an assignment of at least one-half day within the last seven years in the specialization for which the modification is requested. However, s/he is required to satisfy all other approved program requirements. An educator who does not meet the experience requirement and who wishes to extend the programmatic level for a specialization on her/his Professional Certificate must satisfy the approved program requirements and the required content test unless s/he is exempted on the basis of criteria outlined in §126-136.10.1.2.c.F.

10.1.3. Renewal of the Professional Teaching Certificate. - The application for renewal must be submitted after January 1 of the year in which the license expires. The applicant for licensure must submit evidence of satisfying the following:

a. College/University Coursework. - Six semester hours of appropriate college/university coursework related to the public school program as defined in §126-136-9.6.6. The coursework must reflect a 3.0 GPA and must have been completed subsequent to the issuance of the certificate being renewed and within the five-year period immediately preceding the date of application and meet one or a combination of the following options: 1) courses relevant to a master's degree in a curriculum related to the public school program, 2) courses related to improvement of instruction and the applicant's current endorsement area(s), 3) courses needed to qualify for an additional endorsement, or 4) credit prescribed by the county as a result of an applicant's evaluation;  
**OR**

b. M.A. plus 30 Salary Classification. - Hold a minimum of a master's plus 30 salary classification based on the awarding of a master's degree; **OR**

c. Age Sixty. - Has reached 60 years of age and presents a photocopy of the birth certificate; **AND**

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d. Recommendation of Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.

10.1.4. Professional Five-Year Teaching Certificate. The applicant for licensure must submit evidence of satisfying the following:

a. Beginning Educator Internship. - Successful completion of the Beginning Educator Internship for classroom teachers; as specified in §126-136-9.1.3, unless the applicant holds a valid out-of-state certificate and has five years of teaching experience in another state; **AND**

b. College/University Coursework. - Six semester hours of appropriate college/university coursework reflecting a 3.0 GPA and related to the public school program as defined in §126-136-9.6.6 unless the applicant holds a minimum of a M.A. plus 30 salary classification based on the awarding of a master's degree. The coursework for conversion must have been completed subsequent to the issuance of the certificate being sought to be converted and within the five year period immediately preceding the date of application; **AND**

c. Experience. - Two years of experience, one of which must be completed in West Virginia, within one or a combination of the endorsements on the Initial Professional Teaching Certificate; **AND**

d. Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the educator teaches or last taught.

e. Validity Period. - The Professional Teaching Certificate valid for five years shall expire on June 30 of the last year of its validity.

10.1.5. Permanent Professional Teaching Certificate. - The applicant for licensure must submit evidence of satisfying the following:

a. Five-Year Certificate. - Hold or be eligible for the Professional Teaching Certificate valid for five years; **AND**

b. Master's Degree. - Hold a master's degree related to the public school program as defined in §126-136-9.6.6; **AND**

c. Experience. - Complete five years of educational experience including two within the specialization(s) for which the permanent certificate is requested; **OR**

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d. Valid Five-Year Certificate. - Hold a valid Professional Teaching Certificate;

**AND**

e. Two Renewals. - Renew the Professional Teaching Certificate valid for five years two times based on: 1) six semester hours of appropriate renewal credit reflecting a 3.0 GPA; or 2) a minimum of a M.A. plus 30 salary classification based on the awarding of a master's degree; or 3) age sixty; **OR**

f. Valid out-of-state certificate—Refer to §126-136-16; **AND**

g. Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the educator teaches or last taught.

h. Validity Period. - The Permanent Professional Teaching Certificate shall remain valid unless surrendered, suspended or revoked.

### 10.2. Administrative Certificate.

#### 10.2.1. Temporary Administrative Certificate.

a. General Criteria. - A Temporary Administrative Certificate may be issued to a person who has completed: 1) the minimum degree specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.5 or an equivalent degree through a college or university in a foreign country; 2) the general requirements, with the exception of citizenship, specified in §126.136-9; 3) the minimum GPA specified in §126-136-9.8; 4) three years of management level experience and 5) the conditions for issuance identified in §126-136-10.2.1.c. The Temporary Administrative Certificate shall be endorsed for Superintendent, Principal, and/or Supervisor of Instruction and shall indicate the specialization(s) and grade levels in which the holder may be assigned within the public schools. Experience gained on the Temporary Administrative Certificate may be used for conversion purposes. The Temporary Administrative Certificate is issued to an administrator who graduates from an out-of-state institution of higher learning, or who is transferring his/her credential from another state or country so that s/he may complete the requirements for testing if applicable and the Evaluation Leadership Institute.

b. Validity Period. - The Temporary Administrative Certificate shall be valid for one school year and shall expire on June 30. An educator who graduates in December or whose Temporary Administrative Certificate is effective on or after January 1 may be issued a Temporary Administrative Certificate valid until June 30 of the following school year.

c. Conditions for Issuance. - The applicant for licensure must submit evidence of satisfying the following:

A. Out-of-State Approved Program. - Successful completion of an out-of-state accredited institution of higher education's state approved program with the exception of

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completion of: 1) the required tests in Pre-professional Skills and/or Content and/or 2) the Evaluation Leadership Institute offered through the West Virginia Center for Professional Development or equivalent training approved by the WVBE; **OR**

B. Out-of-State Certification - For those candidates who hold a valid out-of-state Professional Administrative Certificate in the area for which West Virginia licensure is requested without completion of the Evaluation Leadership Institute offered through the West Virginia Center for Professional Development or equivalent training approved by the WVBE.

### 10.2.2. Initial Professional Administrative Certificate.

a. General Criteria. – An Initial Professional Administrative Certificate may be issued to a person who has completed: 1) the minimum degree specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.5; 2) the general requirements specified in §126-136-9; 3) the minimum GPA specified in §126-136-9.8; 4) three years of management level experience; 5) the Evaluation Leadership Institute in evaluation skills offered through the Center for Professional Development or equivalent training approved by the WVBE; and 6) the conditions for issuance identified in §126-136-10.1.2.c. The Initial Professional Administrative Certificate shall be endorsed for Superintendent, Principal, and/or Supervisor of Instruction and shall indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools.

b. Validity Period. - The Initial Professional Administrative Certificate shall be valid for five school years and shall expire on June 30 of the last year of its validity. An educator who graduates in December or whose Professional Administrative Certificate is effective on or after January 1 may be issued an Initial Professional Administrative Certificate valid for a maximum of sixty-six months.

c. Conditions for Issuance. - The applicant for licensure must submit evidence of satisfying the following:

A. State Approved Program. - Successful completion of an institution of higher education's state approved program and the recommendation of the designated official at the college or university through which the program was completed. An applicant who completed the approved program through a college or university outside of West Virginia may present a photocopy of the valid out-of-state Professional Administrative Certificate or a letter of eligibility from the other state's licensing agency in lieu of the college or university recommendation; **OR**

B. Out-of-State Licensure. – For those educators who hold a valid out-of-state Administrative Certificate, the applicant needs only to present the official transcripts evidencing graduation from a state-approved teacher education program at a regionally accredited college or university and a copy of his/her valid out-of-state Administrative Certificate to be licensed

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provided that s/he has completed the Evaluation Leadership Institute. The out-of-state Administrative Certificate must be in the specialization for which West Virginia licensure is available and requested. (Refer to §126-136-12 for more information on out-of-state certification.)  
**OR**

C. Out-of-state Graduate not Licensed. – In addition to the general criteria in §126-136.10.2.2.a. the educator must satisfy the minimum proficiency level, as adopted by the WVBE, on the content specialization test in educational leadership unless the applicant meets one of the exemptions specified in §126-136.10.1.2.c.F. Required scores are identified in Appendix B.

d. Renewal of the Initial Professional Administrative Certificate. - The applicant for licensure must submit evidence of satisfying the following:

A. College/University Coursework. - Six semester hours of appropriate college/university coursework related to the public school program as defined in §126-136-9.6.6; **OR**

B. M.A. plus 30 Salary Classification. - Hold a minimum of a plus 30 salary classification based on the awarding of master's degree; **OR**

C. Age Sixty. - Has reached 60 years of age and presents a photocopy of the birth certificate; **AND**

D. Recommendation of Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator does not teach in West Virginia, then s/he must secure a recommendation from his/her most recent education supervisor. If the signature of a superintendent or educational supervisor is not available, a recommendation from the current employer or a community leader is acceptable.

10.2.3. Permanent Professional Administrative Certificate. – In order to convert the Initial Professional Administrative Certificate to the Permanent Professional Administrative Certificate, the applicant for licensure must submit evidence of satisfying the following:

a. College/University Coursework: - Six semester hours of appropriate renewal credit related to the public school program as defined in §126-136-9.6.6; **OR**

b. M.A. plus 30 Salary Classification. - Holds a minimum of a M.A. plus 30 salary classification based on the awarding of a master's degree; **AND**

c. Experience. - Five years of educational experience, two years of which must be in any or a combination of the specializations reflected on the Professional Administrative Certificate, and one year of which must be completed in West Virginia; **AND**

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d. Recommendation of Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.

e. Validity Period. - The Permanent Professional Administrative Certificate shall continue to be valid unless surrendered, suspended or revoked for just cause.

### 10.3. Professional Student Support Certificate.

#### 10.3.1. Professional Student Support Certificate for School Counselor.

a. Temporary Professional Student Support Certificate. - A Temporary Professional Student Support Certificate is issued to eligible applicants for School Counselor who meet requirements 1-4 specified in §126-136-10.1.1 for a Temporary Teaching Certificate.

b. Initial Professional Student Support Certificate. - The Initial Professional Student Support Certificate valid for three years is issued for School Counselor to an applicant who meets the following criteria: 1) M.A. in Counseling from an accredited institution of higher education as defined in §126-136-4.5; and 2) successful completion of an accredited School Counseling Program.

c. Professional Student Support Certificate. - A Professional Student Support Certificate valid for five years is issued for School Counselor to an applicant who meets the requirements listed in §126-136-10.1.4.b-d for a Professional Five-Year Teaching Certificate.

d. Permanent Professional Student Support Certificate. A Permanent Professional Student Support Certificate is issued for School Counselor to an applicant who meets the requirements listed in §126-136-10.1.5 for a Permanent Professional Teaching Certificate.

10.3.2. School Nurse. - A Professional Student Support Certificate is issued to eligible applicants for School Nurse.

a. Temporary Professional Student Support Certificate. - A Professional Student Support Certificate is issued for School Nurse to an applicant who meets the requirements 1-4 specified in §126-136-10.1.1 for a Temporary Teaching Certificate.

b. Initial Professional Student Support Certificate - The Initial Professional Student Support Certificate valid for three years is issued for School Nurse to an applicant who meets the following criteria: 1) bachelor's degree in nursing from an accredited institution of higher education as defined in §126-136-4.5; 2) holds a valid Registered Nurse (R.N.) license issued by the

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West Virginia Board of Examiners; 3) successful completion of an accredited School Nurse Program.

A. Exceptions. - A school nurse who is employed on a Full-Time/First Class Permit (Refer to §126-136-11.1.5.) is not required to have a minimum of a bachelor's degree for issuance of the original Permit. Evidence of a valid Registered Nurse license issued by the West Virginia Board of Examiners is required.

c. Professional Student Support Certificate. - A Professional Student Support Certificate valid for five years is issued for School Nurse to an applicant who meets the requirements listed in §126-136-10.1.4 for a Professional Five-Year Teaching Certificate.

d. Professional Permanent Student Support Certificate. - A Permanent Student Support Certificate is issued for School Nurse to an applicant who meets the requirements listed in §126-136-10.1.5 for a Permanent Professional Teaching Certificate.

10.3.3. School Psychologist. - A Professional Support Certificate is issued to eligible applicants for School Psychologist.

a. Temporary Professional Student Support Certificate. - A Temporary Professional Student Support Certificate is issued for School Psychologist to an applicant who meets the requirements listed in §126-136-10.1.1 for a Temporary Teaching Certificate.

b. Initial Professional Student Support Certificate. - The Initial Professional Student Support Certificate is issued for School Psychologist to an applicant who completes and approved master's degree in a field related to education from an accredited institution of higher education as defined in §126-136-4.5.

c. Professional Student Support Certificate. - A Professional Student Support Certificate valid for five years is issued for School Psychologist to an applicant who meets the requirements listed in §126-136-10.1.4 for a Professional Five-Year Teaching Certificate.

d. Professional Permanent Student Support Certificate. - A Professional Permanent Student Support Certificate for School Psychologist is issued to an applicant who meets the requirements listed in §126-136-10.1.5 for a Professional Permanent Teaching Certificate.

10.3.4. Speech-Language Pathologist. - A Professional Student Support Certificate is issued for eligible applicants for Speech-Language Pathologist.

a. Temporary Student Support Certificate. - A Temporary Professional Student Support Certificate is issued for Speech-Language Pathologist to an applicant who meets the requirements listed in §126-136-10.1.1 for a Temporary Teaching Certificate.

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b. Initial Professional Student Support Certificate. - The Initial Professional Student Support Certificate valid for three years is issued for Speech-Language Pathologist to an applicant who earns a master's degree by completing an approved program in Speech-Language Pathology from an accredited institution of higher education as defined in §126-136-4.5.

c. Professional Student Support Certificate. - A Professional Student Support Certificate valid for five years for Speech-Language Pathologist is issued to an applicant who meets the requirements listed in §126-136-10.1.4 for a Professional Five-Year Teaching Certificate.

d. Professional Permanent Student Support Permanent Certificate. - A Professional Permanent Student Support Permanent Certificate is issued for Speech-Language Pathologist to an applicant who meets the requirements listed in §126-136-10.1.5 for a Permanent Professional Teaching Certificate.

10.3.5. Attendance Director. A Professional Support Certificate is issued to eligible applicants for Attendance Director.

a. Temporary Professional Student Support Certificate. A Temporary Professional Student Support Certificate is issued for Attendance Director to an applicant who meets the requirements listed in §126-136-10.1.1 for a Temporary Teaching Certificate.

b. Initial Professional Student Support Certificate. - The initial Professional Student Support Certificate valid for three years is issued for Attendance Director to an applicant who completes an approved Social Services and Attendance program from an accredited institution of higher education as defined in §126-136-4.5.

c. Professional Student Support Certificate. - A Professional Student Support Certificate valid for five years for Attendance Director is issued to an applicant who meets the requirements listed in §126-136-10.1.4 for a Professional Five-Year Teaching Certificate.

d. Professional Permanent Student Support Certificate. - A Professional Student Support Certificate valid for five years for Attendance Director is issued to an applicant who meets the requirements listed in §126-136-10.1.5 for a Permanent Professional Teaching Certificate.

### 10.4. Professional Student Support Certificate: Renewal, Five-Year and Permanent.

10.4.1. Renewal of the Professional Student Support Certificate. - The application for renewal of the Professional Student Support Certificate for School Counselor, School Nurse, School Psychologist, Speech-Language Pathologist or Attendance Director must be submitted after January 1 of the year in which the license expires. The applicant for licensure must submit evidence of satisfying the following:

a. College/University Coursework. - Completed six semester hours of appropriate college/university coursework related to the public school program as defined in

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§126-136-9.6.6. The coursework must reflect a 3.0 GPA and must have been completed subsequent to the issuance of the certificate being renewed and within the five-year period immediately preceding the date of application and meet one or a combination of the following options: 1) courses relevant to a master's degree in a curriculum related to the public school program; 2) courses related to improvement of instruction and the applicant's current endorsement area(s); 3) courses needed to qualify for an additional endorsement; or 4) credit prescribed by the county as a result of an applicant's evaluation; **OR**

b. M.A. plus 30 Salary Classification. - Holds a minimum of a master's plus 30 salary classification based on the awarding of a master's degree; **OR**

c. Age Sixty. - Has reached 60 years of age and presents a photocopy of the birth certificate; **AND**

d. Recommendation of Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.

10.4.2. Professional Five-Year Student Support Certificate. - The applicant for licensure must submit evidence of satisfying the following:

a. College/University Coursework. - Six semester hours of appropriate college/university coursework reflecting a 3.0 GPA and related to the public school program as defined in §126-136-9.6.6, unless the applicant holds a minimum of a M.A. plus 30 salary classification based on the awarding of a master's degree. The coursework for conversion must have been completed subsequent to the issuance of the certificate being converted and within the five year period immediately preceding the date of application; **AND**

b. Experience. - Two years of experience within one or a combination of the endorsements on the Initial Professional Student Support Certificate; **AND**

c. Recommendation of Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.

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d. **Validity Period.** - The Professional Student Support Certificate valid for five years shall expire on June 30 of the last year of its validity.

10.4.3. **Permanent Professional Student Support Certificate.** - The applicant for licensure must submit evidence of satisfying the following:

a. **Professional Five-Year Student Support Certificate.** - Hold or be eligible for the Professional Student Support Certificate valid for five years; **AND**

b. **Master's Degree.** - Hold a master's degree related to the public school program as defined in §126-136-9.6.6; **AND**

c. **Experience.** - Complete five years of educational experience including two within the specialization(s) for which the permanent certificate is requested; **OR**

d. **Out-of-State Candidates.** - Refer to §126-136-16 for criteria; **OR**

e. **Professional Five-Year Student Support Certificate.** - Hold a Professional Student Support Certificate valid for five years; **AND**

f. **Two Renewals.** - Renew the Professional Student Support valid for five years two times based on: 1) six semester hours of appropriate renewal credit reflecting a 3.0 GPA; or 2) a minimum of a M.A. plus 30 salary classification based on the awarding of a master's degree; or 3) age sixty; **AND**

g. **Recommendation of Superintendent.** - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.

h. **Validity Period.** - The Permanent Professional Student Support Certificate shall remain valid unless surrendered, suspended or revoked.

### 10.5. Career/Technical Education Certificate.

#### 10.5.1. Temporary Career/Technical Education Certificate.

a. **General Criteria.** - A non-renewable Temporary Career/Technical Education Certificate may be issued to an educator who is seeking West Virginia licensure via the experienced educator provisions specified in §126-136-10.1.1.a for an educator who has not passed the required

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tests in Basic Skills and/or Content or holds the required industry recognized credential. To upgrade this license to the Career/Technical Education Certificate, the educator must pass all required tests.

b. For certification in Technical and Industrial, Health Occupations, Cooperative Education, Criminal Justice/Corrections, Criminal Justice/Law Enforcement, Criminal Justice/Security and Protective Services, Firefighting and Emergency Services or Occupation Home Economics, refer to §126-136-11.3.2.

c. For certification in Agriculture, Business Education, Family and Consumer Sciences or Marketing, the applicant must meet the requirements for the Initial Professional Teaching Certificate specified in §126-136-10.1.2.

### 10.5.2. Initial Career/Technical Education Certificate.

a. General Criteria. - A Career/Technical Education Certificate for teaching in a career/technical education secondary, post-secondary or adult program may be issued to a person who holds a high school diploma, GED, or a degree, if applicable, through an accredited institution of higher education as defined in §126-136-4.5; and has completed: 1) the general requirements specified in §126-136-9; 2) the minimum GPA specified in §126-136-9.8, if applicable; 3) the work and training experience required for issuance of the Career/Technical Education Permit; 4) the tests specified in §126-136-9.9; and Appendix B; and 5) the appropriate conditions for issuance identified in §126-136-10.5.2.c. A Career/Technical Education Teaching Certificate may be issued in the career/technical education specializations identified in Appendix A. The Career/Technical Education Teaching Certificate shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools.

b. Validity Period. - The Career/Technical Education Certificate shall be valid for no more than five years and shall expire on June 30 of the last year of its validity.

c. Conditions for Issuance. - The applicant for licensure must submit evidence of satisfying the following:

A. State Approved Program. - Successful completion of an institution of higher education's state approved program with a 3.0 GPA and the recommendation of the designated official at the college/university through which the program was completed; **AND**

B. Experience. - Two years of experience within one or a combination of the endorsements on the Career/Technical Education Permit; **AND**

C. Recommendation of the Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in

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an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.; **OR**

D. Successful Educational Experience. - Three years of successful out-of-state experience as an educator within the seven years immediately preceding the date of application, the required tests in Basic Skills and Content, if applicable, and a valid out-of-state Career/Technical Education Certificate. Both the out-of-state certificate and the experience must be in the specialization(s) for which West Virginia licensure is requested.

10.5.3. Renewal of the Career/Technical Education Certificate. - The applicant for licensure must submit evidence of satisfying the following:

a. College/University Coursework. - Six semester hours of appropriate college/university coursework related to the public school program, as defined in §126-136-9.6.6, reflecting a 3.0 GPA. The coursework must have been completed subsequent to the issuance of the certificate being renewed and within the five year period immediately preceding the date of application; **OR**

b. M<sub>A</sub> plus 30 Salary Classification. - Hold a minimum of a M<sub>A</sub> plus 30 salary classification based on the awarding of a master's degree; **OR**

c. Age Sixty. - Has reached 60 years of age and presents a photocopy of the birth certificate; **AND**

d. Recommendation of Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.

10.5.4. Permanent Career/Technical Education Certificate. - The applicant for licensure must submit evidence of satisfying the following:

a. Five Year Certificate. - Hold or be eligible for the Career/Technical Education Certificate valid for five years; **AND**

b. Master's Degree. - Hold a master's degree related to the public school program as defined in §126-136-4.42; **AND**

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c. Experience. - Complete five years of educational experience including two within the specialization(s) for which the permanent certificate is requested; **OR**

d. Five Year Certificate. - Hold a Career/Technical Education Certificate valid for five years; **AND**

e. Two Renewals. - Renew the Career/Technical Education Certificate valid for five years two times based on: 1) six semester hours of appropriate renewal credit reflecting a 3.0 GPA; or 2) a minimum of a M.A. plus 30 salary classification based on the awarding of a master's degree; or 3) age sixty; **AND**

f. Recommendation of Superintendent. - If the candidate is currently employed by a county board of education, the candidate must receive the recommendation of the employing county's superintendent. If the educator is not employed by a West Virginia county school system, then s/he must secure a recommendation from his/her most recent education supervisor provided that such employment severance does not exceed one year. If employment in an educational setting is greater than one year, s/he must secure the recommendation from the current employer or community leader.

g. Validity Period. - The Permanent Career/Technical Education Certificate shall remain valid unless surrendered, suspended or revoked.

### **§126-136-11. Permits Issued to Professional Educators.**

11.1. First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel.

11.1.1. General Criteria. - The First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel may be issued for any specialization recognized on the Professional Teaching and Support Certificate. An Initial First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel may be granted to an individual employed for a specific assignment who has completed 1) a minimum of a bachelor's degree through an accredited institution of higher education as defined in §126-136-4.5; 2) the general requirements specified in §126-136-9.1.1; 3) the minimum GPA specified in §126-136-9.8; and 4) the conditions for issuance specified in §126-136-11.1.3.

11.1.2. Validity Period. - The First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel shall be valid for one school year and shall expire on June 30. An educator employed on or after January 1 may be issued a Permit valid until June 30 of the following school year.

11.1.3. Conditions for Issuance. - The applicant for the First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel must submit evidence of satisfying the following:

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a. College/University Coursework. - For all endorsement areas except school psychologist, verification by the designated official at the institution of higher education through which the program is being completed that the applicant has completed 25% or six semester hours, whichever is greater, of the state approved program in the specialization(s) for which the permit is requested. For the endorsement area of school psychologist, verification by the designated official at the institution of higher education through which the program is being completed that the applicant has completed 70% of the state approved program in the specialization for which the permit is requested; **AND**

b. Professional Commitment. - Submission of the Professional commitment verifying the applicant's enrollment in the state approved program; **AND**

c. Recommendation of Superintendent. - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position, and has been hired for the position.

11.1.4. Five Year Limit. - All requirements for the Professional Teaching or Student Support Certificate must be completed within five years of the original issuance of the First Class/Full-Time Permit for Professional Teaching and Student Support Personnel. The position held by an educator issued a First Class/Full-Time Permit for Professional Teaching and Student Support Personnel is not subject to posting provided the educator meets the annual renewal requirements specified in §126-136-11.2 and completes the state approved program within five years. The State Superintendent may extend the five-year limit, if extenuating circumstances as identified in §126-136-14.4.2, warrant the extension.

11.1.5. Exception for a School Nurse. - A school nurse who is employed on a First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel is not required to have a minimum of a bachelor's degree for issuance of the original permit. Evidence of a valid registered nurse license issued by the West Virginia Board of Examiners is required.

11.2. Renewal of the First Class Full/Time Permit for Professional Teaching and Student Support Personnel.

11.2.1. Conditions of Issuance. - The holder of a First Class/Full-Time Permit for Professional Teaching and Student Support Personnel who continues to be employed in the specialization reflected on the Permit must submit evidence of satisfying the following:

a. College/University Coursework. - Completion of six semester hours of required coursework from an accredited institution of higher education as defined in §126-136-4.5 reflecting a minimum 3.0 GPA within the institution; **AND**

b. Professional Commitment. - Submission of the Professional Commitment verifying the applicant's enrollment in the state approved program; **AND**

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c. Recommendation of Superintendent. - Recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position.

11.2.2. Extenuating Circumstances for which the First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel may be issued.

a. The State Superintendent may extend the five-year limit if extenuating circumstances, as identified in §126-136-14.4.2, warrant the extension. A county superintendent may request, in writing to the State Superintendent, an extension of the First-Class/Full-Time Permit for Professional Teaching and Student Support Personnel for an employee, including the county superintendent, who meets one of the three extenuating circumstances described in §126-136-14.2. The superintendent's letter must be accompanied by the appropriate application and processing fee. The State Superintendent shall render a decision; however, the permit may not be extended beyond one school year or more than once.

A. The county superintendent shall submit verification from the designated official at the college or university through which the applicant is completing the state approved program that no required coursework was available during the school year; OR

B. The county superintendent shall submit the applicant's description of how a major illness of the applicant or illness/death of an immediate family member prevented the educator from completing the required coursework; OR

C. The county superintendent shall submit the applicant's description of how a major hardship other than illness prevented the applicant from completing the required coursework.

11.3. First Class/Full-Time Permit for Career/Technical Education.

11.3.1. Issuance of the Initial First-Class/Full-Time Permit for Career/Technical Education.

a. General Criteria. - A First-Class/Full-Time Permit for Career/Technical Education for teaching in a career/technical education secondary, post-secondary or adult program may be issued to a person who holds a high school diploma, GED or a degree, if applicable, through an accredited college or university as defined in §126-136-4.5; and has completed 1) the general requirements specified in §126-136-9; 2) the minimum GPA specified in §126-136-9.8, if applicable; and 3) the conditions for issuance identified in §126-136-11.3.1.c.

b. Validity Period. - The First-Class/Full-Time Permit for Career/Technical Education shall be valid for one school year and shall expire on June 30. An educator employed on or after January 1 may be issued a First-Class/Full-Time Permit for Career/Technical Education valid

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until June 30 of the following school year. This is to allow completion of the required coursework prior to making application for the initial career/technical certificate.

c. **Common Conditions for Issuance.** - The applicant for the First-Class/Full-Time Permit for Career/Technical Education must submit evidence of satisfying the following common conditions for issuance AND the appropriate content specific conditions for issuance identified in §126-136-11.3.2;

A. **Basic Skills.** - Minimum proficiency levels on the California Achievement Tests in reading, writing and mathematics or meets the minimum scores on the Pre-Professional Skills Tests as identified in Appendix B or one of the exemptions identified in §126-136.10.1.2.c.F; **AND**

B. **Wage-Earning Experience.** - Verification of the required years of work experience by the former employer(s) and notarized by a notary public; **AND**

C. **Professional Commitment.** - Submission of the Professional Commitment verifying the applicant's enrollment in the state approved program; **AND**

D. **Industry Recognized Credentials.** - For each career/technical education area of specialization, the alternatively certified teacher hired after June 18, 2003, must hold and maintain the industry recognized credential required for the program to meet the standards for accreditation or certification or approval set by the industry recognized organization or agency providing such accreditation, where available; and/or for the awarding of industry recognized credentials to students or for the qualifications of students to sit for the credentialing examinations, where available; and/or to demonstrate program quality or to fulfill all program requirements; **AND**

E. **Recommendation of the Superintendent.** - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate.

11.3.2. **Conditions for Issuance of First-/Class/Full-Time Permit for Career/Technical Education.** - The applicant for the First-/Class/Full-Time Permit for Career/Technical Education must submit evidence of satisfying the common conditions for issuance specified in §126-136-11.3.1.c and the following criteria for the specialization for which licensure is requested:

a. **Technical and Industrial.**

A. **Wage-Earning Experience.** - Complete four years (8,000 clock hours) of satisfactory and reasonably continuous work experience in the occupation for which licensure is requested; **OR**

B. **Bachelor's Degree.** - Hold a bachelor's degree in an area related to the specialization for which licensure is requested and complete three years (6,000 clock hours) of

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satisfactory and reasonably continuous work experience in the area for which licensure is requested;  
**OR**

C. Technical and Industrial Education Program. - Complete an approved technical or industrial education program in the specialization for which licensure is requested. Each full year of training may count for one-half year toward the four years of required work experience; **OR**

D. Technical School. - Complete credit in an approved two or four year technical school. Each ten-semester hours of approved coursework may count for one year toward the four years of required work experience. However, maximum allowance for credit in lieu of experience is two years toward the four years of required work experience.

### b. Health Occupations.

#### A. Practical Nursing.

(a) License. - Hold a valid license as a registered nurse in West Virginia; **AND**

(b) Wage-Earning Experience. - Complete three years (6,000 clock hours) of professional wage earning experience as a registered professional nurse. A minimum of one year must involve "patient-side" nursing care in a long term, intermediate or acute care clinical facility such as a nursing home or hospital. A maximum of two years of teaching, supervisory or administrative experience in nursing may count toward the three years. The most recent experience must have been within the past three years and beyond the training period as a nurse.

#### B. Health Assistant and Nursing Aide.

(a) License. - Hold a valid license as a registered nurse in West Virginia with a minimum of a Nursing Diploma/Associate Degree; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience involving "patient-side" nursing care in a long term, intermediate or acute care clinical facility such as a nursing home or hospital. The most recent experience must have been within the past three years and beyond the training period. One year (2000 clock hours) of experience in long term care (e.g. nursing home) is required to teach a program that will result in Certified Nursing Assistant licensure for students. This requirement is based upon the Office of Health Facility Licensure and Certification, hereinafter OHFLAC, regulations that lead to certification.

#### C. Medical Assistant.

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(a) Certification. - Hold a valid certificate from the American Association of Medical Assistants, hereinafter AAMA, or a valid certificate from the American Medical Technologists Association AMTA; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a medical office or out-patient clinic with experience in all aspects of medical office practice, i.e. insurance, medical transcription, and clinical procedures such as treatments and examinations. The most recent experience must have been within the past three years and beyond the training period.

**D. Medical Lab Technician.**

(a) Certification. - Hold a valid certificate from the AMTA, the American Society of Clinical Pathology, hereinafter ASCP, or the International Society for Clinical Lab Technology, hereinafter ISCLT; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a clinical laboratory in a hospital, physician's office or clinic in the performance of routine laboratory procedures in bacteriology, blood-banking, hematology, urinalysis and serology. The most recent experience must have been within the past three years and beyond the training period.

**E. Dental Assistant.**

(a) Certification. - Hold a valid certificate from the Dental Assistant National Board, hereinafter DANB; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a dental office with practice, i.e., scheduling, billing and chair side assisting. The most recent experience must have been within the past three years and beyond the training period.

**F. Dental Lab Technician.**

(a) Certification. - Hold a valid certificate from the National Board for Certification (NBC); **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a dental laboratory, dental office or dental clinic in the fabrication of dental restorations. The most recent experience must have been within the past three years and beyond the training period.

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G. Other Health Occupations.

(a) Certification. - Hold a valid certificate or license from the appropriate state and/or national organization or agency, when applicable; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of recent wage earning experience above and beyond the training period in the occupation to be taught.

c. Coordinator of Cooperative Education.

A. License. - Hold a Career/Technical Education Certificate or a Professional Teaching Certificate endorsed for a technical and industrial specialization; consumer/homemaking, agriculture, marketing, technology education or business education; **AND**

B. Wage-Earning Experience. - Complete a minimum of one year (2,000 clock hours) of related wage earning experience in a non-teaching position; **AND**

C. Coursework. - Complete nine semester hours of coursework in marketing education and/or coordination of cooperative programs in career/technical education as specified by the WVDE.

d. Criminal Justice/Corrections Services.

A. Wage-Earning Experience. - Complete four years (8,000 clock hours) of satisfactory and reasonable continuous wage-earning experience in a criminal justice field, preferably in corrections; **OR**

B. Degree. - Hold a bachelor's degree in the field and complete two years (4,000 clock hours) of satisfactory and reasonably continuous work experience in the field; **OR**

C. Associate Degree. - Hold an associate degree in the field and complete three years (6,000 clock hours) of satisfactory and reasonably continuous work experience in the field.

e. Criminal Justice/Law Enforcement.

A. Wage Earning Experience. - Complete four years (8,000 clock hours) of satisfactory and reasonably continuous wage-earning experience in a law enforcement field; **OR**

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B. Degree. - Hold a bachelor's degree in the field and complete two years (4,000 clock hours) of satisfactory and reasonably continuous work experience in the field; **OR**

C. Associate Degree. - Hold an associate degree in the field and complete three years (6,000 clock hours) of satisfactory and reasonably continuous work experience in the field.

f. Criminal Justice/Security and Protective Services.

A. Wage Earning Experience. - Complete four years (8,000 clock hours) of satisfactory and reasonably continuous wage-earning experience in a security or protective services field; **OR**

B. Degree. - Hold a bachelor's degree in the field and complete two years (4,000 clock hours) of satisfactory and reasonably continuous work experience in the field; **OR**

C. Associate Degree. - Hold a associate degree in the field and complete three years (6,000 clock hours) of satisfactory and reasonably continuous work experience in the field.

g. Firefighting and Emergency Services.

A. License. - Hold a current West Virginia EMT or Paramedic License and a current CPR Instructor Certification and a current EMT Instructor Certification, including documentation of completion of the field based experience in fire instructor and EMT instructor training; **AND**

B. Experience. - Complete four years (8000 clock hours) of satisfactory recent work experience with a combination of fire service and EMT experience, which may include emergency room or emergency medical care; **AND**

C. Test. - Test scores reflecting a minimum of 85% on the National Registry or West Virginia EMT certification or re-certification examination and on the West Virginia State Fire Commission approved exam for the Fire Fighter 1 and Fire Fighter 2 or the NFPA 1001 National Certification Exam.

h. Occupational Home Economics.

A. Wage-Earning Experience. - Complete four years (8,000 clock hours) of satisfactory and reasonably continuous wage earning experience in the specialization for which licensure is requested; **OR**

B. Degree. - Hold a bachelor's degree in an area related to the specialization for which licensure is requested; **AND**

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C. Wage-Earning Experience. - Complete three years (6,000 clock hours) of satisfactory and reasonably continuous wage-earning experience in the specialization for which licensure is requested.

**11.3.3. Renewal of the First-Class/Full-Time Permit for Career/Technical Education.**

a. First Renewal: Conditions for Issuance. - The holder of a Full-Time Career/Technical Education Permit who continues to be employed must submit evidence of satisfying the following:

A. Content Written and Performance Tests. - The first renewal of the Career/Technical Education Permit requires passage of the written and performance sections of the content specialization test identified in Appendix B, if applicable; **AND**

B. College/University Coursework. - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed six semester hours of college/university credit reflecting a 3.0 GPA within the institution of higher education's state approved program; **AND**

C. Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

b. Subsequent Renewal/s: Conditions for Issuance. - The holder of a Full-Time Career/Technical Education Permit who continues to be employed must submit evidence of satisfying the followings:

A. College/University Coursework. - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed six semester hours of college/university credit reflecting a 3.0 GPA within the institution of higher education's state approved program; **AND**

B. Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

**11.4. First-Class/Full-Time Permit for Administrators.**

**11.4.1. Initial First-Class/Full-Time Permit for Administrators.**

a. General Criteria. - The Initial First Class/Full-Time Permit endorsed for Principal, General Supervisor, or Superintendent may be granted to an individual employed for an administrative assignment who has completed 1) a minimum of a master's degree through an accredited institution of higher education as defined in §126-136-4.5; 2) the general requirements specified in §126-136-9; 3) the minimum GPA specified in §126-136-9.8; 4) three years of management level experience; 5) education and training in evaluation skills through the Center for

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Professional Development or equivalent training approved by the WVBE; and 6) the conditions for issuance specified in §126-136-11.4.1.c.

b. **Validity Period.** - The First-Class/Full-Time Permit for Administrators shall be valid for one school year and shall expire on June 30. An educator employed on or after January 1 may be issued a Permit valid until June 30 of the following school year.

c. **Conditions for Issuance.** - The applicant for the First-Class/Full-Time Permit for Administrators must submit evidence of satisfying the following:

A. **College/University Coursework.** - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed 25% of the approved program in the specialization(s) for which the permit is requested; **AND**

B. **Professional Commitment.** - Submission of the Professional Commitment verifying the applicant's enrollment in the state approved program; **AND**

C. **Recommendation.** - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position, or, if the candidate for the permit is a county superintendent, receive a recommendation and verification of employment from the county board of education.

D. **Time Limitations.** - All requirements for the Professional Administrative Certificate endorsed for Principal or Supervisor of Instruction must be completed within five years of the original issuance of the First-Class/Full-Time Permit for Administrators as specified in W.Va. Code §18A-4-7a. All requirements for the Professional Administrative Certificate endorsed for Superintendent must be completed within three years of the original issuance of the First-Class/Full-Time Permit for Administrators as specified in W.Va. Code §18-4-2. If required coursework is not available, the county superintendent may request an extension of the First-Class/Full-Time Permit for Administrators as specified in §126-136-14. The position held by an educator issued a Full-Time Permit is not subject to posting provided the educator meets the annual renewal requirements specified in §126-136-11.4.3 and completes the state approved program.

### 11.4.2. Renewal of the First-Class/Full-Time Permit for Administrators.

a. **Conditions for Issuance.** - The holder of a First-Class/Full-Time Permit for Administrators who continues to be employed in the specialization(s) reflected on the permit must submit evidence of satisfying the following:

A. **College/University Coursework.** - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed six semester hours of college/university credit reflecting a 3.0 GPA within the

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institution of higher education's state approved program in the specialization for which the permit is requested; and

B. Recommendation - Receive the recommendation of the county superintendent in the county in which the applicant is employed or, if the candidate for the permit is a county superintendent, receive a recommendation and verification of continued employment and satisfactory performance from the county board of education as specified in W.Va. Code §18-4-2.

11.4.3. Extension of the First-Class/Full-Time Permit for Administrators for Extenuating Circumstances. - The First-Class/Full-Time Permit endorsed for Principal, Supervisor of Instruction or Superintendent may be extended as indicated in §126-136-14 as long as the time frames specified in 126-136-11.4.1.c.D. are not exceeded.

### 11.5. First-Class/Full-Time Permit for Community Program Personnel.

#### 11.5.1. First-Class/Full-Time Permit for Community Program Personnel.

a. General Criteria. - First-Class/Full-Time Permits for Community Program Personnel may be issued to an individual employed by a community program as defined in §126-136-4.19 who has completed: 1) bachelor's degree or associate degree as identified in §126-136-4.1 and §126-136-4.2 through an accredited institution of higher education as defined in §126-136-4.5; 2) the general requirements specified in §126-136-9; 3) the minimum GPA specified in §126-136-9.8; and 4) the conditions for issuance specified in §126-136-11.5.1.c.

b. Validity Period. - The First-Class/Full-Time Permit for Community Program Personnel shall be valid for one school year and shall expire on June 30. An educator employed on or after January 1 may be issued a First-Class/Full-Time Permit for Community Programs valid until June 30 of the following year.

c. Conditions for Issuance. - The applicant for the Initial First-Class/Full-Time Permit for Community Program Personnel must submit evidence of satisfying the following:

A. Employment. - Verification of employment by a community program as defined in §126-136-4.19; **AND**

B. College/University Coursework. - Verification of completion of a degree in elementary, child and family studies with an emphasis on early childhood education or child development, OR a Board of Regents degree with a specialization in early childhood/child development OR an Associates of Arts degree in child development/early childhood or occupational development with an emphasis on child development/early childhood AND one year of teaching experience in early education; **AND**

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C. Recommendation of Superintendent. - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position.

D. Five-Year Limit. - All requirements for the Professional Teaching Certificate endorsed for early education, elementary education, preschool education, or preschool special needs must be completed within five years of the original issuance of the First-Class/Full-Time Permit for Community Programs.

1. Early Education. - Early education must be taken in combination with elementary education, preschool education or preschool special needs.

2. Preschool Special Needs. - Preschool special needs must be taken in combination with elementary education, or early education, or preschool education.

3. Stand-alone programs. - Elementary education and preschool education may be taken as stand-alone programs at some institutions of higher education.

11.5.2. Renewal of the First-Class/Full-Time Permit for Community Program Personnel.

a. Conditions for Issuance. - The holder of a First-Class/Full-Time Permit for Community Program Personnel who continues to be employed in the specialization (s) reflected on the permit must submit evidence of satisfying the following:

b. College/University Coursework. - Completion of six semester hours of college/university for which the permit is issued; **AND** credit reflecting a 3.0 GPA within the institution of higher education's state approved program in any specialization

c. Recommendation of the Institution of Higher Education. - Verification by the designated official at an accredited institution of higher education as defined in §126-136-4.53 through which the program is being completed that the coursework completed is part of the state approved program; **AND**

d. Recommendation of Superintendent. - Recommendation of the county superintendent in the county in which the applicant is employed.

11.6. Substitute Permits for Professional Educators.

11.6.1. Short-Term Substitute Permit for Teaching, Support and Administrative Personnel.

a. General Criteria. - The Initial Short-Term Substitute Permit endorsed for general substitute may be granted to an individual who is temporarily replacing the educator assigned

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to a specific position and who has completed: 1) a minimum of a bachelor's degree through an accredited institution of higher education as defined in §126-136-4.5, or a minimum of a Nursing Diploma/Associate Degree and a valid West Virginia RN license; 2) the general requirements specified in §126-136-9; 3) a minimum GPA of 2.0; and 4) the conditions for issuance specified in §126-136-11.6.1.c. A short-term substitute is one who fills a position for 30 days or fewer.

b. **Validity Period.** - The Short-Term Substitute Permit shall be valid for no more than three school years and shall expire on June 30 of the last year of its validity.

c. **Conditions for Issuance.** - The applicant for the Short-Term Substitute Permit must submit evidence of satisfying the following:

A. **Verification of successful completion of eighteen clock hours of training provided or authorized by the employing county to include but not be limited to classroom management, state and local policies, content standards and objectives, and an overview of school law to include reporting requirements for suspected child abuse. The eighteen clock hours of training may include no more than six clock hours of classroom observation and must have been completed no more than one year prior to the date the application is received by the local education agency. Completion of clinical practice at a West Virginia institution of higher education approved by the WVBE to offer teacher education programs may be used in lieu of the training. The clinical practice must have been completed no more than one year prior to the date the application is received by the local education agency; AND**

B. **Recommendation of Superintendent.** - Recommendation of the county superintendent in the county in which the applicant is employed.

#### 11.6.2. Renewal of the Short-Term Substitute Permit.

a. **Verification of Training.** - Verification of successful completion of twelve clock hours of in-service training provided or authorized by the employing county to include but not be limited to classroom management and teaching strategies. The twelve clock hours of renewal training may include no more than three clock hours of classroom observation and must be completed subsequent to the issuance of the permit being renewed and within the five-year-period immediately preceding the date of application; **OR**

b. **Complete six semester hours of coursework from a regionally accredited institution of higher education as defined in §126-136-4.53. The coursework must be pertinent to the areas of specialization and completed subsequent to the issuance of the permit being renewed and within the five-year-period immediately preceding the date of application; AND**

c. **Recommendation of Superintendent.** - Recommendation of the county superintendent in the county in which the applicant is employed.

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**11.6.3. Long-Term Substitute Permit for Teaching, Support and Administrative Personnel.**

a. **General Criteria.** - The Initial Long-Term Substitute Permit endorsed for any specialization recognized on the Professional Teaching or Support Certificate may be granted to an individual who is temporarily replacing the professional assigned to a specific position and who has completed 1) a minimum of a bachelor's degree through an accredited institution of higher education as defined in §126-136-4.5, or a minimum of a Nursing Diploma/Associate Degree and a valid West Virginia RN license; 2) the general requirements specified in §126-136-9; 3) a minimum GPA of 2.0; and 4) the conditions for issuance specified in §126-136-11.6.3.c. A long-term substitute is one who fills a position for more than 30 days.

b. **Validity Period.** - The Long-Term Substitute Permit shall be valid for no more than three school years and shall expire on June 30 of the last year of its validity.

c. **Conditions for Issuance.** - The applicant for the Long-Term Substitute Permit must submit evidence of satisfying the following:

A . **Verification of successful completion of eighteen clock hours of training provided or authorized by the employing county to include but not be limited to classroom management, state and local policies, content standards and objectives, and an overview of school law to include reporting requirements for suspected child abuse. The eighteen clock hours of training may include no more than six clock hours of classroom observation and must have been completed no more than one year prior to the date the application is received by the local education agency. Completion of clinical practice at a West Virginia institution of higher education approved by the WVBE to offer teacher education programs may be used in lieu of the training. The clinical practice must have been completed no more than one year prior to the date the application is received by the local education agency; AND**

B. **College/University Coursework.** - Twelve semester hours of coursework from an accredited institution of higher education as defined in §126-136-4.5 in any specialization area recognized on the Professional Teaching or Support Certificate; **AND**

C. **Recommendation of Superintendent.** - Recommendation of the county superintendent in the county in which the applicant is employed; **OR**

D. **Hold an expired West Virginia Professional Certificate or a valid or expired out-of-state Professional Certificate endorsed for the specialization(s) consistent with the specialization(s) for which the Substitute Permit is requested; AND**

E. **Recommendation of Superintendent.** - Recommendation of the county superintendent in the county in which the applicant is employed.

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### 11.6.4. Renewal of the Long-Term Substitute Permit for Teaching, Support and Administrative Personnel.

a. **Verification of Training.** - Verification of successful completion of twelve clock hours of in-service training provided or authorized by the employing county to include but not be limited to classroom management and teaching strategies. The 12 clock hours of renewal training may include no more than three clock hours of classroom observation and must have been completed subsequent to the issuance of the permit being renewed and within the five-year-period immediately preceding the date of application; **OR**

b. **Complete six semester hours of coursework from an accredited institution of higher education as defined in §126-136-4.5.** The coursework must be pertinent to the areas of specialization and completed subsequent to the issuance of the permit being renewed and within the five-year-period immediately preceding the date of application; **AND**

c. **Recommendation of Superintendent.** - Recommendation of the county superintendent in the county in which the applicant is employed.

### 11.6.5. Substitute Permit for Applicants with a Valid West Virginia Professional Teaching Certificate.

a. **Substitute Permit Applicants with Valid West Virginia Professional Teaching Certificates.** - Any applicant with a valid West Virginia Professional Teaching Certificate may apply for a Long-Term Substitute Permit for any specialization area(s) for which s/he qualifies in accordance with §126-136-11.6.3 without completing the initial 18 clock hours of training.

b. **Renewal of the Substitute Permit issued to Applicants with Valid West Virginia Professional Teaching Certificates.** - If the applicant keeps the West Virginia Professional Teaching Certificate valid, s/he is not required to complete the 12 clock hours of renewal training when renewing the Long-Term Substitute Permit provided all other requirements are met.

### 11.6.6. Initial Substitute Career/Technical Education Permit.

a. **General Criteria.** - A Substitute Career/Technical Education Permit for teaching in a Career/Technical Education secondary, post-secondary or adult program may be issued to a person who holds a high school diploma, GED, or a degree, if applicable, through an accredited college or university as defined in §126-136-4.5; and has completed: 1) the general requirements specified in §126-136-9; 2) the minimum GPA specified in §126-136-9.8, if applicable; 3) the common conditions for issuance identified in §126-136-11.6.6.c; and 4) the appropriate content-specific conditions for issuance identified in §126-136-11.6.6.d.

b. **Validity Period.** - The Substitute Career/Technical Permit shall be valid for no more than three school years and shall expire on June 30 of the last year of its validity.

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c. Common Conditions for Issuance. - The applicant for the Substitute Career/Technical Education Permit must submit evidence of satisfying all of the following common conditions for issuance **AND** the appropriate content specific conditions for issuance identified in §126-136-11.6.6.d:

A. Wage-Earning Experience. - Verification of the required years of work experience by the former employer(s) and notarized by a notary public; **AND**

B. Verification of successful completion of eighteen clock hours of training provided or authorized by the employing county to include but not be limited to classroom management, state and local policies, instructional goals and objectives, and an overview of school law to include reporting requirements for suspected child abuse. The eighteen clock hours of training may include no more than six clock hours of classroom observation; **AND**

C. Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

d. Content Specific Conditions for Issuance. - The applicant for the Substitute Career/Technical Education Permit must submit evidence of satisfying the common conditions for issuance and the following criteria for the specialization for which licensure is requested:

A. For Technical and Industrial Specializations.

(a). Wage-Earning Experience. - Complete four years (8,000 clock hours) of satisfactory and reasonably continuous work experience in the occupation for which licensure is requested; **OR**

(b). Bachelor's Degree. - Hold a bachelor's degree in an area related to the specialization for which licensure is requested and complete three years (6,000 clock hours) of satisfactory and reasonably continuous work experience in the area for which licensure is requested; **OR**

(c). Complete an Approved Program. - Complete an approved Career/Technical Education industrial education program in the specialization for which licensure is requested. Each full year of training may count for one-half year toward the four years of required work experience; **OR**

(d). Technical School. - Complete credit in an approved two or four year technical school. Each ten-semester hours of approved coursework may count for one year of wage earning experience. However, maximum allowance for credit in lieu of experience is two years toward the four years of required work experience.

B. For Health Occupations Related Specializations. - An applicant requesting a Substitute Career/Technical Education Permit shall meet the requirements for issuance

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of the First-Class/Full-Time Career/Technical Education Permit as stipulated in §126-136-11.3.2.b.

C. For Occupational Home Economics. - An applicant requesting a Substitute Career/Technical Education Permit shall meet the requirements for issuance of the First-Class/Full-Time Career/Technical Education Permit as stipulated in §126-136-11.3.2.d.

D. For Criminal Justice and Emergency Services. - An applicant requesting a Substitute Career/Technical Education Permit shall meet the requirements for issuance of the First-Class/Full-Time Career/Technical Education Permit as stipulated in §126-136-11.3.2.e-h.

### 11.6.7. Renewal of Substitute Career/Technical Education Permit.

a. Conditions for Issuance. - The holder of a Substitute Career/Technical Education Permit must submit evidence of satisfying the following:

A. Verification of Training. - Verification of successful completion of twelve clock hours of in-service training provided or authorized by the employing county to include but not be limited to classroom management and teaching strategies. The twelve clock hours of renewal training may include no more than three clock hours of classroom observation and must have been completed subsequent to the issuance of the permit being renewed and within the five-year period immediately preceding the date of application; **AND**

B. Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant teaches or last taught.

C. Existing Substitute Career/Technical Education Permits. - Substitute Career/Technical Education Permits issued under previous regulations may be renewed provided the educator completes the renewal requirements identified in §126-136-11.6.7.a or meets the previous renewal requirements of earning six semester hours reflecting a 3.0 GPA within a college's approved program. An applicant may use the course credit renewal option only once to renew a previously issued Career/Technical Education Substitute Permit. The credit must have been earned subsequent to the effective date of the Career/Technical Education Substitute Permit issued under previous guidelines and within the five-year period immediately preceding the date of application.

### 11.7. Adult Licenses.

#### 11.7.1. Initial Adult Licenses and Renewal.

a. General Criteria. - An Adult License for teaching in an adult program may be issued to a person who holds a high school diploma, GED, or a degree, if applicable, through an accredited college or university as defined in §126-136-4.5; and has completed 1) the general requirements specified in §126-136-9; 2) the minimum GPA specified in §126-136-9.8, if applicable; and 3) the conditions for issuance identified for the specialization requested.

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b. **Validity Period.** - The Adult License endorsed for Adult Basic Education, Emergency Medical Technician (Public Service Training), or Fire Service Training (Public Service Training) shall be valid for five years and shall expire on June 30 of the last year of its validity. These licenses shall not be valid for more than five years. The Adult Part-Time Permit endorsed for Industrial, Technical, Health Occupations, Occupational Home Economics, Business, Marketing and the special interest specializations shall be issued permanently.

### 11.7.2. Initial Adult License Endorsed for Adult Basic Education.

a. The applicant for the Initial Adult License Endorsed for Adult Basic Education must submit evidence of satisfying the following:

A. A bachelor's degree from an accredited institution of higher education as defined in §126-136-4.5; **AND**

B. Completion of the general requirements specified in §126-136-9;  
**AND**

C. The minimum GPA specified in §126-136-9.8.

D. **Recommendation of the Superintendent.** -- Received the recommendation of the superintendent of the county in which the applicant is employed.

b. The applicant for renewal of the Adult License Endorsed for Adult Basic Education must submit evidence of satisfying the following:

A. **College/University Coursework.** - Six semester hours of college/university coursework reflecting a 3.0 GPA and prescribed for issuance of a Professional Teaching Certificate or in a program of adult education; **OR**

B. **Sixty Graduate Hours Including Master's Degree.** - Hold a minimum of sixty graduate hours including a master's degree; **OR**

C. **Age Sixty.** - Has reached 60 years of age and presents a photocopy of the birth certificate; **AND**

D. **Professional Development Activities.** - Adult basic education professional development activities approved by the licensing agency; **AND**

E. **Recommendation of Superintendent.** - Receive the recommendation of the county superintendent in the county in which the applicant teaches or last taught.

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**11.7.3. Permanent Adult Part-Time Permit.** - The applicant for the Permanent Adult Part-Time Permit for Part-Time Employment endorsed for Technical and Industrial, Health Occupations or Occupational Home Economics must submit evidence of satisfying the following:

- a. The general criteria specified in §126-136-11.7.1.a; **AND**
- b. Content specific conditions for issuance of a Substitute Career/Technical Education Permit as stipulated in §126-136-11.6.6.d.

**11.7.4. Initial Emergency Medical Technician (EMT) Adult Part-Time Permit.** - The applicant for the Initial Emergency Medical Technician (Public Service Training) Adult Part-Time Permit must submit evidence of satisfying the following:

- a. License. - Hold a current West Virginia or National Registry EMT or Paramedic license; **AND**
- b. Experience. - Complete four years of recent work experience, which may include emergency room or emergency medical care, beyond the training period in the occupation to be taught; **AND**
- c. Test. - Scores reflecting a minimum of 85% on the National Registry or West Virginia EMT certification or re-certification examination; **AND**
- d. Certification. - Hold current CPR instructor certification; **AND**
- e. Professional Development Activities. - Complete an approved instructor course; **AND**
- f. Field-Based Experience. - Successfully complete the field-based experience in EMT instructor training; **AND**
- g. Recommendation of Superintendent or RESA Director. - Receive the recommendation of the county superintendent/RESA Director in the county/RESA in which the applicant is employed.

**11.7.5. Renewal of the Emergency Medical Technician Adult Part-Time Permit.** - The applicant for renewal of the Emergency Medical Technician Adult Part-Time Permit must submit evidence of satisfying the following:

- a. License. - Hold current West Virginia or National Registry EMT or paramedic license; **AND**
- b. Certification. - Hold current CPR instructor certification; **AND**

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c. **Teaching Experience.** - Complete 27 hours of teaching activity in an approved EMT basic or refresher course subsequent to the issuance of the license being renewed; **AND**

d. **Serve as an evaluator** for at least one practical examination subsequent to the issuance of the license being renewed; **AND**

e. **Attend at least three approved instructor seminars** subsequent to the issuance of the license being renewed; **AND**

f. **Receive the recommendation of the county superintendent** in the county in which the applicant teaches or last taught.

**11.7.6. Initial Fire Service Training Adult Part-Time Permit.** - The applicant for the Initial Fire Service Training (Public Service Training) Adult Part-Time Permit must submit evidence of satisfying the following:

a. **Experience.** - Complete six years of work experience in the field of fire service; **AND**

b. **Complete approved instructor training program** for fire service instructors and successfully complete the field-based experience in fire instructor training. Receive verification from the RESA Staff Development Coordinator of completion of required training in firefighting, hazardous materials, CPR and First Aid; **AND**

c. **Receive the recommendation of the county superintendent or RESA Director.** - Receive the recommendation of the county superintendent or RESA Director of the county/RESA in which the applicant teaches or last taught.

**11.7.7. Renewal of the Fire Service Training Adult Part-Time Permit.** - The applicant for licensure must submit evidence of satisfying the following:

a. **Teaching Experience.** - Complete 36 hours of teaching activity in an approved fire service course subsequent to the issuance of the license being renewed; **AND**

b. **Professional Development Activities.** - Attend at least two approved instructor seminars subsequent to the issuance of the license being renewed; **AND**

c. **Recommendation of the Superintendent or RESA Director.** - Receive the recommendation of the county superintendent or RESA Director of the county/RESA in which the applicant teaches or last taught.

**11.7.8. Permanent Special Interest Adult Part-Time Permit.** - The applicant for the Permanent Special Interest Adult Part-Time Permit must submit evidence of satisfying the following:

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a. Competence. - Submit evidence of competence to teach in the specialization for which licensure is requested; **AND**

b. Recommendation of Employer/Knowledgeable Person. - Recommendation from an employer in the skill related to the employment or a recommendation from a person knowledgeable of her/his competence; **AND**

c. Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant teaches.

d. Approved Special Interest Specialization. - Specializations for teaching in an approved special interest course include: aging and retirement, Americanization and citizenship, arts and crafts, fine arts, drama and music, parent education, recreation, home-making, languages and literature.

11.7.9. Permanent Adult License Endorsed for Business or Marketing. – The applicant for the Permanent Adult License Endorsed for Business or Marketing must submit evidence of satisfying the following:

a. Wage-Earning Experience – Complete three years (6,000 clock hours) of successful wage-earning experience in the occupation for which licensure is requested; **AND**

b. Recommendation of Superintendent. – Receive the recommendation of the county superintendent in the county in which the applicant teaches.

### 11.8. Authorizations Issued to Educators.

11.8.1. General Criteria. - An Authorization may be issued to a person who has completed 1) the minimum of a bachelor's degree or a master's degree as specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.5, if applicable; 2) the general requirements specified in §126-136-9, with the exception of citizenship as noted for coaches; 3) the minimum GPA specified in §126-136-9.8, if applicable; and 4) the conditions for issuance specified for the specialization for which licensure is requested. The Authorization shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools. The Authorization may be issued to an individual who is assigned to a position for which a specialization related to public school instruction or a public school program does not exist on the Professional or Career/Technical Education Certificate.

11.8.2. Validity Period. - An Authorization shall be valid for one school year and shall expire on June 30. An applicant employed in a specialization other than coaching on or after January 1 may be issued an Authorization valid until June 30 of the following school year. The Authorization endorsed for coaching shall expire June 30 of the current school year. Permanent

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Authorizations issued previously shall remain in effect unless surrendered, suspended or revoked.

11.8.3. **Conditions for Issuance.** - The applicant for an Authorization must submit evidence of satisfying the specific conditions for issuance for the specialization for which licensure is requested:

**a. Out-of-Field Authorization for Teaching.**

**A. Initial Out-of-Field Authorization for Teaching.** - The applicant must submit evidence of satisfying the following:

(a) **Valid Certificate.** - Hold a valid West Virginia Professional Teaching Certificate; **AND**

(b) **Board of Education Approval.** - Receive approval from the local board of education; **AND**

(c) **Professional Commitment.** - Submit the Professional Commitment verifying that the applicant is enrolled in an institution of higher education's state approved program; **AND**

(d) **Recommendation of Superintendent.** - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified or only candidate for the position.

(e) **Limitations.** - Out-of-Field Authorizations are restricted to teaching specializations and will be granted only if the applicant does not qualify for a First-Class/Full-Time Permit.

(f) **Extension.** - An Out-of-Field Authorization may be extended as indicated in §126-136-14.4.2.

**B. Renewal of the Out-of-Field Authorization for Teaching.** - The applicant for licensure must submit evidence of satisfying the following:

(a) **Valid Certificate.** - Hold a valid West Virginia Professional Teaching Certificate; **AND**

(b) **College/University Coursework.** - Complete six semester hours of college/university coursework reflecting a 3.0 GPA within an institution of higher education's state approved program in any or a combination of the specializations for which the Out-of-Field Authorization is granted; **AND**

(c) **Recommendation of Institution of Higher Education.** -

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Obtain the recommendation of the designated official at the college or university through which the program is being completed, verifying that the coursework completed is part of the institution of higher education's state-approved program; **AND**

(d) Recommendation of Superintendent. - Receive the recommendation from the county superintendent in the county in which the applicant is employed.

C. Initial Authorization for Alternative Education. - The applicant for licensure must provide evidence of satisfying the following:

(a) West Virginia Professional Teaching Certificate. - Hold a valid West Virginia Professional Teaching Certificate; **AND**

(b) Recommendation of Superintendent - Receive the recommendation from the county superintendent verifying that the applicant is the most qualified candidate for the position and meets the selection criteria for being able to work with troubled and disruptive youth as established in W.Va.126CSR20 WVBE Policy 2418, Alternative Education Programs for Disruptive Students, hereinafter Policy 2418.

D. Renewal of the Initial Authorization for Alternative Education. - The applicant for licensure must provide evidence of satisfying the following:

(a) Valid Certificate. - Hold a valid West Virginia Professional Teaching Certificate; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation from the county superintendent verifying that the applicant is the most qualified candidate for the position.

E. Initial Authorization for Career Major Courses. - To teach each of the cluster major introductory courses identified below, the applicant for licensure must provide evidence of satisfying the following requirements:

(a) Agriculture and Natural Resources. - Hold a Professional Teaching Certificate endorsed for biology, general science or science or a Career/Technical Education Certificate endorsed for forestry or horticulture; **OR**

(b) Foundations in Engineering. - Hold a Professional Teaching Certificate endorsed for physics, comprehensive mathematics, physical science or general science or a Career/Technical Education Certificate endorsed for drafting, electronics, civil technology, or computer systems; **OR**

(c) Health Care Fundamentals. - Hold a Professional Teaching Certificate endorsed for biology, chemistry, general science or health; **OR**

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(d) Human Services, Development and Relationships. - Hold a Professional Teaching Certificate endorsed for health, social studies or occupational home economics or a Career/Technical Education Certificate endorsed for health occupations; **AND**

(e) Professional Development Activities. - Complete West Virginia Department of Education sponsored professional development; **AND**

(f) Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed with verification that there is no available candidate with the required certification.

F. Renewal of the Authorization for Career Major Courses. - The applicant for licensure must provide evidence of satisfying the following:

(a) Foundations in Engineering. - Complete WVDE sponsored professional development activities.

(b) Health Care Fundamentals. - Complete WVDE sponsored professional development activities.

(c) Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed with verification that there is no available candidate with the required certification.

G. Initial Authorization for Chief School Business Official. - The applicant for licensure must provide evidence of satisfying the following:

(a) Degree. - Hold a minimum of a bachelor's degree including 24 semester hours of coursework in accounting; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position.

H. Renewal of the Authorization for Chief School Business Official. - The applicant for licensure must provide evidence of satisfying the following:

(a) Professional Development Activities. - Complete 15 clock hours of in-service credit offered by the licensing agency; **AND**

(b) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is or was employed.

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I. Initial Authorization for Coaching. - The applicant for licensure must provide evidence of satisfying the following:

(a) High School Diploma or GED. - Hold a minimum of a high school diploma or GED; **AND**

(b) Contract. - Be employed under a contract with a board of education to serve as a coach; **AND**

(c) Professional Development Activities. - Complete approved training if the sport falls within the jurisdiction of the West Virginia Secondary School Activities Commission, hereinafter WVSSAC, or approved local board of education training if the sport is not within the jurisdiction of the WVSSAC; **AND**

(d) Recommendation of Superintendent. - Receive the recommendation of the county superintendent verifying that no currently employed, professionally licensed educator applied for the position and the applicant is the most qualified candidate for the position.

(e) Continued Employment. - A coach who previously received an Authorization based on less than a high school diploma or GED and has had no break in service may continue to receive an Authorization.

(f) Exemption. - A coach is exempt from meeting the citizenship requirement.

J. Renewal of the Authorization for Coaching. - The applicant for licensure must provide evidence of satisfying the following:

(a) Contract. - Be employed under a contract with a board of education to serve as a coach; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation of the county superintendent verifying that no currently employed, certified professional educator applied for the position and the applicant is the most qualified candidate for the position.

K. Permanent Authorization for Grade Modification. - The applicant for licensure must provide evidence of satisfying the following:

(a) Valid license – Hold a valid license reflecting an endorsement(s) listed in Appendix C; **AND**

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(b) Recommendation of the Superintendent - Receive the recommendation of a county superintendent.

**L. Initial Authorization for Jobs for West Virginia Graduates Program.**

- The applicant for licensure must provide evidence of satisfying the following:

(a) Degree. - Hold a minimum of a bachelor's degree from an accredited institution of higher education, as defined in §126-136-4.5; **AND**

(b) Employment. - Is employed as a teacher in the Jobs for West Virginia's Graduates Program; **AND**

(c) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

**M. Renewal of the Authorization for Jobs for West Virginia's Graduates Program.** - The applicant for licensure must provide evidence of satisfying the following:

(a) Employment. - Is employed as a teacher in the Jobs for West Virginia's Graduates Program; **AND**

(b) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

**N. Initial Authorization and Renewal for Junior ROTC Program.** - The applicant for licensure must provide evidence of satisfying the following:

(a) Letter of Certification. - Provide a photocopy of a valid certificate or letter of certification verifying that the applicant has been approved by the appropriate branch of the armed services to provide Junior ROTC instruction; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position.

**O. Initial Authorization for Licensed Psychologists for Test Administration and Interpretation.** - The applicant for licensure must provide evidence of satisfying the following:

(a) Valid License. - Provide a photocopy of a valid license issued by the West Virginia Board of Examiners of Psychologists; **AND**

(b) Academic and Experiential Background. - Provide evidence of academic and/or experiential background in educational and psychological foundations,

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theoretical foundations of statistical, testing, and research techniques, and collecting data to identify children with specialized needs; **AND**

(c) Experience in Test Administration and Interpretation. - Provide evidence of experience in test administration and interpretation with school age populations; **AND**

(d) Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

(e) Limitations. - A licensed psychologist providing services on an Authorization is restricted to test administration and interpretation.

P. Renewal of the Authorization for Licensed Psychologist for Test Administration. - The applicant must submit evidence of satisfying the following:

(a) Valid License. - Provide a photocopy of a valid license issued by the West Virginia Board of Examiners for Psychologists; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is or was employed.

Q. Permanent Authorization for Middle Childhood.

(a) An educator who holds a Permanent Authorization for Middle Childhood in one endorsement can add all of the endorsements that appear on any other valid certificate to the Permanent Authorization for Middle Childhood provided s/he submits the appropriate application and meets the following criteria:

(b) Valid Certificate - Hold a valid West Virginia Professional Teaching, Support, or Administrative Certificate; **AND**

(c) Recommendation of Superintendent - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

R. Initial Temporary Authorization for School Nutrition Director. -The applicant for licensure must provide evidence of satisfying the following:

(a) Degree - Hold a minimum of a bachelor's degree including six semester hours of coursework in nutrition, foods, and/or food service management; **AND**

(b) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed

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verifying that the applicant is the most qualified candidate for the position.

S. Renewal of the Temporary Authorization for School Nutrition Director. - The applicant for licensure must provide evidence of satisfying the following:

(a) Professional Development Activities - Completion of 15 clock hours of in-service credit related to child nutrition programs and offered or approved by the WVDE; **AND**

(b) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

T. Initial Authorization for Speech Assistant. - The applicant for the licensure must provide evidence of satisfying the following:

(a) Degree - Hold a minimum of a bachelor's degree in speech pathology or communication disorders from an accredited institution; **AND**

(b) Employment - Is employed as a speech assistant by a West Virginia County Board of Education; **AND**

(c) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position and that no fully West Virginia-certified speech-language pathologist has applied for the available position.

U. Renewal of the Authorization for Speech Assistant. - The applicant for the licensure must provide evidence of satisfying the following:

(a) Professional Development Activities. - Complete professional development activities as designated by the WVDE.

(b) Employment - Is employed as a speech assistant by a West Virginia County Board of Education; **AND**

(c) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position and that no fully West Virginia-certified speech-language pathologist has applied for the available position.

V. Permanent Authorization for Speech and Hearing Therapy or

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Educational Audiology, birth through adult. - The applicant for licensure must provide evidence of satisfying the following:

(a) **Valid License.** - Hold a valid West Virginia Professional Certificate endorsed for speech and hearing therapy or educational audiology; **AND**

(b) **Recommendation of the Superintendent.** - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

(c) **Limitations.** - The Authorization shall remain valid provided the applicant maintains her/his Professional Certificate endorsed for speech and hearing therapy or educational audiology. The Authorization shall be valid in any county in West Virginia.

**W. Initial Authorization for Work-Based Learning Coordinator.** - The applicant for licensure must provide evidence of satisfying the following:

(a) **Degree.** - Hold a minimum of a bachelor's degree; **AND**

(b) **Wage Earning Experience.** - Complete five years (10,000 clock hours) of wage earning experience; **AND**

(c) **Recommendation of Superintendent.** - Receive the recommendation of the county superintendent verifying that the applicant is the most qualified candidate for the position.

**X. Renewal of the Authorization for Work-Based Learning Coordinator.** - The applicant for licensure must provide evidence of satisfying the following:

(a) **Recommendation of Superintendent.** - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

**Y. Initial Authorization for ProStart Restaurant Management.** - The applicant for licensure must meet the following criteria:

(a) **Valid Certificate.** - Hold a Career/Technical Education Certificate or Professional Teaching Certificate endorsed for Family and Consumer Science or Occupational Home Economics teachers.

(b) **Hold National ProStart Teacher Certification** by completing the Restaurant Association Educational Foundation, herinafter NRAEF training.

(c) **Recommendation of Superintendent.** - Receive the recommendation of the county superintendent in the county in which the applicant is employed.

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Z. Initial Authorization for Curriculum/Cultural Enrichment. – The applicant for licensure must meet the following criteria:

(a) Degree. – Hold a minimum of a bachelor's degree from an accredited institution of higher education as defined in §126-136.4.5; **AND**

(b) Employment. – Is employed by a West Virginia county board of education to provide curriculum/cultural enrichment in accordance with locally adopted policy that provides assurance that such personnel do not replace a fully state certified educator; **AND**

(c) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in which the applicant is employed.

AA. Renewal of the Authorization for Curriculum/Cultural Enrichment. – The applicant for licensure must meet the following criteria:

(a) Employment. – Is employed by a West Virginia county board of education to provide curriculum/cultural enrichment in accordance with locally adopted policy that provides assurance that such personnel do not replace a fully state certified educator; **AND**

(b) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in which the applicant is employed.

BB. Initial Temporary Reading Authorization. – The applicant for licensure must meet the following criteria:

(a) Valid Certificate. – Hold a valid Professional Teaching Certificate endorsed for Multi-Subjects (K-8); **AND**

(b) Employment. – Is employed to provide reading instruction in grades seven and eight by a West Virginia county board of education whose local policy provides assurance that such personnel do not replace a fully state certified educator; **AND**

(c) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in which the applicant is employed.

CC. Renewal of the Temporary Authorization for Reading. – The applicant for licensure must meet the following criteria:

(a) Employment. – Is employed to provide reading instruction in grades seven and eight by a West Virginia county board of education whose local policy provides assurance that such personnel do not replace a fully state certified educator; **AND**

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(b) Recommendation of the Superintendent. - Receive the recommendation of the county superintendent in which the applicant is employed.

### §126-136-12. Paraprofessional.

#### 12.1. Permanent Paraprofessional Certificate.

12.1.1. General Criteria. - A Paraprofessional Certificate may be issued to a person who has completed: 1) the general requirements specified in §126-136-9; and 2) the conditions for issuance identified in §126-136-12.1.3. The Paraprofessional Certificate entitles the holder to serve in a support capacity including, but not limited to, facilitating the instruction and direct or indirect supervision of pupils under the direction of an educator.

12.1.2. Validity Period. - The Permanent Paraprofessional Certificate shall continue to be valid unless surrendered, suspended or revoked.

12.1.3. Conditions for Issuance. - The applicant for licensure must submit evidence of satisfying 36 semester hours of post-secondary education or its equivalent in the following:

a. Basic Skills. - The applicant must have completed at least nine semester hours of college/university credit or its equivalent in reading, writing and mathematical computations. Three semester hours of coursework can be credited by passing each of the Pre-Professional Skills Tests, hereinafter PPST in reading, writing and mathematics or meeting one of the exceptions identified in §126-136.10.1.2.c.F. Equivalent training may be obtained from in-service programs or adult technical education programs delivered through county school systems or RESAs provided the equivalent training for the Paraprofessional License reflects the distribution of requirements specified in §126-136-12.1.3. Fifteen clock hours of in-service or adult technical education equals one semester hour of college/university credit; **AND**

b. General Studies. - The applicant must have completed at least six semester hours of college/university credit or its equivalent from the humanities, fine arts, and/or physical, biological or social sciences; **AND**

c. Computer Literacy. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in computer literacy; **AND**

d. Special Education. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in special education. Documentation of a minimum of two years of successful experience which included special needs children and a minimum of ten (10) clock hours of in-service training directly related to special education may be substituted for the college/university credit provided that such experience is acquired in the public

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education classroom setting while the applicant is under direct supervision of a licensed public educator; **AND**

e. Classroom Management. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in classroom management acquired in the public classroom setting. Documentation of a minimum of two years of experience in the successful use of classroom management skills may be substituted for the college/university credit provided that such experience is acquired in the public education classroom setting while the applicant is under direct supervision of a licensed public educator; **AND**

f. Human Growth and Development. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in human growth and development or psychology; **AND**

g. Electives. - The applicant must have completed nine semester hours of electives related to public instruction or its equivalent; **AND**

h. Academic Assessment. - The applicant must have met a rigorous standard of quality and can demonstrate, through a formal state approved academic assessment which includes a measurement of: 1) knowledge of, and the ability to assist in instructing, reading, writing and mathematics; and 2) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. Paraprofessionals must meet WVBE requirements for the Paraprofessional Certificate. Paraprofessionals who have taken and passed the current state competency exam for aides developed pursuant to W.Va. Code §18A-4-8e have satisfied this requirement; **OR**

i. Expired Initial Professional or Professional Teaching Certificate. - Hold an expired Initial Professional or Professional Teaching Certificate or its equivalent.

### **§126-136-13. Grade Level Expansion.**

13.1. Grade Level Modification. - Grade level modifications cannot be made to any subject/grade level for which there is a state approved teacher education program (e.g., Early Education, Elementary Education, and Multi-subjects).

### **§126-136-14. Waivers and Extensions.**

#### 14.1. Substitute Waivers.

14.1.1. A county superintendent who is unable to staff a long-term substitute position with an individual licensed in the area of assignment shall request a waiver from the State Superintendent. The written waiver request must indicate the efforts that were made to employ a

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fully qualified candidate. The State Superintendent may grant the waiver if the circumstances warrant such approval. However, the county superintendent must continue to seek the services of an educator with the appropriate endorsement(s) and place this individual in the position at a time determined to be in the best interest of the students.

14.1.2. Severe Substitute Shortage. - Under extenuating circumstances, a county superintendent may request a waiver to §126-136-11.6.1.c.A, §126-136-11.6.2.a, or §126-136.11.6.4.a that requires eighteen clock hours of training to be completed prior to the issuance of a Substitute Permit. The waiver request must document the shortage and include verification of six clock hours of training. The initial six clock hours of training must include a classroom management component and an overview of school law to include reporting requirements for suspected child abuse and may not include classroom observation. The remaining twelve clock hours of training must be completed in accordance with §126-136-11.6.2.a. and be completed within the first semester of employment.

14.2. Dual Credit Contracted Services Exemption. - An instructional employee of a regionally accredited college or university who is not regularly employed for instructional purposes in a public school in this state as referenced in W.Va. Code §18-1-1 and is providing a dual credit course is exempt from the requirement of holding the same licensure required for an educator employed by a board of education.

14.3. Virtual School Exemption. - An instructor employed by a provider of a virtual school course which has been approved by the West Virginia Virtual School is exempt from the requirement of holding the same licensure required for an educator employed by a county board of education.

14.4. Extension of the Full-Time Permit/Out-of-Field Authorization for Extenuating Circumstances.

14.4.1. A county superintendent may request, in writing to the State Superintendent, an extension of the First-Class/Full-Time Permit/Out-of-Field Authorization for an employee, including the county superintendent, who meets one of the three circumstances identified below. The State Superintendent shall render a decision; however, the permit may not be extended beyond one school year or more than once.

14.4.2. Extenuating Circumstances for Which the First-Class/Full-Time Permit/Out-of-Field Authorization Can Be Extended.

a. Unavailability of Coursework. - The county superintendent shall submit verification from the designated official at the college or university through which the applicant is completing the state approved program that no required coursework was available during the school year; **OR**

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b. **Illness/Death.** - The county superintendent shall submit the applicant's description of how a major illness of the applicant or illness/death of an immediate family member prevented the educator from completing the required coursework; **OR**

c. **Hardship.** - The county superintendent shall submit the applicant's description of how a major hardship other than illness prevented the applicant from completing the required coursework.

### **§126-136-15. Alternative Routes to Certification.**

15.1. **General Criteria.** - An Alternative Teaching Certificate may be issued to an applicant who meets the following criteria:

15.1.1. possesses the minimum of a bachelor's degree, including bachelor's degrees based upon verification by a WVDE-approved foreign credential evaluating agency as specified in §126-136-17, in a field related to the area in which the individual seeks certification, with a minimum overall 2.5 GPA from a regionally accredited institution of higher education in a subject area taught in the public schools of West Virginia; **AND**

15.1.2. meets the proficiency scores(s) on the state competency exam(s) in pre-professional skills **and** or qualifies for an exemption as described in §126-136.10.1.2.c.F.(a). (Refer to Appendix B for a list of the required exams.); **AND**

15.1.3. meets the proficiency score(s) on the state competency exam(s) in content or qualifies for an exemption as described in §126-136-8.1.2.c.F.(b) (Refer to Appendix B for a list of the required exams.) in the area for which s/he is seeking certification or provides acceptable documentation of related life experiences to the entity providing the program for those content areas that do not have a required competency exam; **AND**

15.1.4. is a citizen of the United States who is of good moral character and physically, mentally and emotionally qualified to perform the duties of a teacher, and has attained the age of eighteen years on or before the first day of October of the year in which the alternative teaching certificate is issued; **AND**

15.1.5 is offered employment in a shortage area, as defined in §126-136-4.58, by a county school district; **AND**

15.1.6. completes a West Virginia State Police and Federal Bureau of Investigation criminal history record check and receives approval by the WVDE as required by the WVDE as required by W.Va. Code §18A-3-10 and §126-136-9.1.2; **AND**

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15.1.7. enrolls in an eighteen semester hour WVBE-approved alternative route to certification program that contains the following components in accordance with W.Va. Code §18A-3-1a:

a. instruction in the following areas: teaching skills, student assessment, development and learning, curriculum, classroom management, educational computers and other technology, and special education and diversity; **AND**

b. three phases of training involving supervision, mentoring and evaluation by a professional support team.

15.2 General Requirements. - In accordance with W.Va. §18A-3-1a, an individual wishing to enroll in an alternative preparation program must meet the following criteria:

a. possess the minimum of a bachelor's degree, including bachelor's degrees based upon verification by a WVDE-approved foreign credential evaluating agency with a minimum overall 2.5 GPA from a regionally accredited institution of higher education, as defined in §126-114-6; **AND**

b. meet the proficiency score(s) on the state competency exam(s) in pre-professional skills or qualify for an exemption as described in §126-114-6.2.3 (Refer to Appendix E for a list of the required exams.); **AND**

c. be a citizen of the United States; be of good moral character and physically, mentally and emotionally qualified to perform the duties of a teacher, and have attained the age of eighteen years on or before the first day of October of the year in which the individual enrolls in an alternative preparation program; **AND**

d. complete a West Virginia State Police and Federal Bureau of Investigation background check pursuant to §18A-3-10; **AND**

e. enroll in a WVBE-approved alternative route to certification program in accordance with §18A-3-1a.

15.3. Endorsement Areas. – An Alternative Teaching Certificate shall be issued in areas of shortage only, as identified by the county superintendent, and according to the specializations and appropriate grade levels as listed in Appendix A. Alternative Teaching Certificates will not be endorsed for Elementary Education.

15.4. Validity Period. – The Alternative Teaching Certificate shall be valid for one school year and may be renewed for no more than two years.

15.5. Renewal of the Alternative Teaching Certificate.

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### 15.5.1. First Renewal of Alternative Teaching Certificate.

a. Successfully complete the beginning teacher internship program under the provisions of W.Va. Code §18A-3-2b, unless the applicant qualifies for an exemption from the teacher internship requirement on the basis of having at least five years of teaching experience in another state; **AND**

b. Complete at least six hours of the required 18 hours specified in §126-136-15.1.6; **AND**

c. Receive satisfactory evaluations pursuant to W.Va. Code §18A-2-12 and receive the recommendation of the county superintendent.

### 15.5.2. Second Renewal of Alternative Teaching Certificate.

a. Complete the minimum of an additional six semester hours, for a total of 12 semester hours, of the required 18 semester hours specified in §126-136-15.1.6; **AND**

b. Receive satisfactory evaluations pursuant to W.Va. Code §18A-2-12 and receive the recommendation of the county superintendent.

### 15.6. Conversion of the Alternative Teaching Certificate to an Initial Professional Teaching Certificate.

15.6.1. Applicants must successfully complete a WVBE approved program for alternative certification that includes the components identified in W.Va. Code §18A-3-1a and have the recommendation of the designated official responsible for the program; **AND**

15.6.2. Applicants must meet the proficiency score on the state competency exam(s) in professional education as listed in Appendix B; **AND**

15.6.3. Receive satisfactory evaluations pursuant to W.Va. Code §18A-2-12 and receive the recommendation of the county superintendent of the county in which the applicant is employed.

### **§126-136-16. Out-of-State Applicants.**

16.1. Interstate Agreement For Qualifications of Educational Personnel. - West Virginia is a member of the National Association of State Directors of Teacher Education Certification, hereinafter NASDTEC, that promotes the mobility of educators across state and national lines utilizing consistent standards for certification of education personnel. Although West Virginia participates in this interstate agreement, specific requirements for granting certification to out-of-state applicants are outlined in §126-136-16.2 and §126-136-16.3 in accordance with W.Va. Code §18A-3-1(b)(3). W.Va. Code §18A-3-2a (1) provides for certification of an applicant who:

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16.1.1. meets equivalent standards at institutions of higher education in other states; AND who has passed appropriate WVBE-approved basic skills and subject-matter tests; OR has completed three (3) years of successful experience within the last seven (7) years in the area for which licensure is being sought; OR

16.1.2. has completed the WVBE-approved alternative route to certification described in §126-136-15.

16.2. Recognition of Out-of-State Licenses. - West Virginia will issue a Professional, Administrative or Professional Student Support Certificate to an eligible applicant who holds (1) a valid out-of-state license (as defined in §126-136-4.64) equivalent to the Professional, Administrative or Professional Student Support Certificate or a valid certificate of eligibility issued by another state and meets all of the requirements of that state for full certification except employment; AND (2) who has graduated from an approved teacher education program at a regionally accredited institution of higher education as defined in §126-136-4.53; AND (3) for whom the WVDE has received approval based on a criminal history record check conducted by the West Virginia State Police and the Federal Bureau of Investigation as required by W.Va. Code §18A-3-10 and §126-136-9.1.2. (For individuals who hold a valid out-of-state license in the area of career/technical education, refer to the requirements for the Career/Technical Education Certificate in §126-136-10.5.2.)

16.3. Application for West Virginia Certification with a Valid Out-of-State Certificate. A copy of both front and back of the valid out-of-state certificate must be submitted with the appropriate application to ensure accurate interpretation of the out-of-state certificate. West Virginia will grant applicants any endorsement listed on the valid out-of-state certificate that is currently offered in the state of West Virginia. If the valid out-of-state certificate lists any endorsement(s) not currently offered by the state of West Virginia, the applicant may secure official documentation from the state in which his/her valid certification was issued that identifies those endorsement areas, if any, in which the applicant would be certified to teach in the issuing state. This documentation may be used to grant certification to teach in endorsement areas for which West Virginia currently grants certification.

16.4. Expiration Dates of Certification Granted to Applicants Based on Valid, Out-of-State Certification.

16.4.1. Initial Professional Teaching Certificate. - Applicants with a valid out-of-state teacher certificate will be granted an Initial Professional Teaching Certificate valid for a period of three years. The Initial Professional Teaching Certificate is renewable subject to the requirements listed in §126-136-10.1.3.

16.4.2. Permanent Professional Teaching Certificate. - If the valid, out-of-state certificate is listed as permanent by the issuing state AND the applicant verifies a minimum of five years of experience in the endorsement area(s) listed on the valid license, West Virginia will grant

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the applicant a Permanent Professional Teaching Certificate upon satisfactory completion of the licensure application process.

16.4.3. Temporary Administrative Certificate. - Persons applying for the Administrative Certificate endorsed for school principal based on a valid out-of-state Administrative Certificate will be granted a Temporary Administrative Certificate valid for one-year. Upon completion of the required Beginning Principal Internship Program as required in W.Va. Code §18A-3-2d and upon completion of the Professional Personnel Evaluation Training with the West Virginia Center for Professional Development as required by W.Va. Code §18A-3A-3, the applicant will be granted a Professional Administrative Certificate valid for three years.

16.4.4. Permanent Administrative Certificate. - Persons who hold permanent administrative certification on a valid out-of-state certificate will be granted a West Virginia Permanent Administrative Certificate upon completion of the Professional Personnel Evaluation training with the West Virginia Center for Professional Development and verification of five years of experience covered by a valid license.

### **§126-136-17. Non-United States Citizen.**

17.1. Permit for Non-United States Citizen. – In accordance with W.Va. Code §18A-3-2a, the non-United States citizen will be granted a Permit for Non-United States Citizen based upon verification by a WVDE-approved foreign credential evaluating agency that the applicant has completed the equivalent of an approved educational personnel preparation program in the United States and in a specialization offered in West Virginia (see Appendix A), with or without the required tests in Pre-professional Skills, Content and/or Professional Education, and that the applicant has completed a degree equivalent to the required degree level in the United States and has earned an overall GPA equivalent to a 2.5 in the United States.

17.2. Renewal of the Permit for Non-United States Citizen. - The non-United States citizen who is lacking only United States citizenship may renew the Permit for Non-United States Citizen two times without completing additional requirements. Every third renewal of the Permit for Non-United States Citizen shall require six semester hours of appropriate college/university coursework related to the public school program completed subsequent to the issuance of the Permit for Non-United States Citizen being renewed and within the five year period immediately preceding the date of application for the renewal of such certificate unless the applicant holds a minimum of a M.A. plus 30 salary classification based on the awarding of a master's degree or has reached 60 years of age and presents a copy of his/her birth certificate. Upon acquisition of United States citizenship, the applicant may apply for the Initial Professional Teaching Certificate.

17.3. Renewal of the Permit for Non-United States Citizen for Applicants Lacking Licensure Exams. - For the non-United States citizen lacking United States citizenship and the required licensure exams in Pre-professional Skills, Content and/or Professional Education, the first renewal of the Permit for Non-United States Citizen shall require passage of all required exams. The

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required exams and scores are identified in Appendix B. Upon passage of the required exams, the applicant shall follow the renewal provisions stipulated in §126-136-17.2.

### **§126-136-18. Appropriate Assignments According to License.**

18.1. Educator. - An educator who is employed within the public school system of the state shall hold a valid license for the specializations and grade levels to which s/he is assigned (W.Va. Code §18A-3-2).

18.2. Assignment One Grade Above or Below. - Effective July 1, 1998, professional personnel newly assigned to a position will not be allowed to teach one grade level above or below the grade levels reflected on their license unless s/he was granted an Authorization under previous policy. The Authorization shall be valid in any county in West Virginia.

18.3. Adult Programs. - An educator working in a program for adults who are seeking a high school diploma or warranty retraining must hold a valid license for a like assignment in a public school adolescent education program.

18.4. Home/Hospital Instruction. - An educator providing temporary home teaching or visiting teacher services, whether regular and/or special education, must hold a teaching license with an endorsement appropriate to the grade level of instruction. Home/hospital instruction for an eligible student with exceptionality requires that the special education teacher who is implementing the student's special education services in the student's Out-of-School Environment placement must hold a teaching license with an endorsement in the area of the student's primary exceptionality.

18.5. Curriculum Enrichment. - An individual may provide, by reason of educational or practical background and employment records, curriculum enrichment on a part-time or temporary basis in highly specialized areas. These program areas include the performing arts, professions, and career/technical education specializations. The board of education may utilize such personnel in accordance with a locally adopted policy provided such personnel do not replace a licensed educator.

18.6. Assignment of Elementary or Multi-subjects Teachers. An educator newly assigned to teach in a departmentalized seventh and/or eighth grade setting beginning with the 2000-01 school year must be certified in the content specialization for his/her assignment. An educator assigned to teach in a departmentalized seventh and/or eighth grade setting prior to the 2000-2001 school year must hold the content specialization for her/his assignment or hold the appropriate permanent authorization granted under previous policy provisions. An elementary education or multi-subjects teacher may be assigned to a departmentalized setting below seventh grade without a content area specialization.

18.7. Assignment of Long-Term Substitutes. - A person who holds a Long-Term Substitute Permit may serve as a short-term substitute in any teaching area or may serve in a position for more than 30 consecutive instructional days in the endorsement area reflected on the Long-Term Substitute Permit.

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18.8. Assignment of Short-Term Substitutes. - A substitute who fills a position for 30 consecutive instructional days or fewer (short-term) may substitute in a specialization not reflected on the license.

18.9. Assignment of Speech/Language Pathologists, Speech and Hearing Therapists and Educational Audiologists. - An educator who holds licensure as a speech/language pathologist, grade K-12, speech and hearing therapy, grades 1-12, or educational audiologist, grades K-12, may be assigned to provide services to students, birth through adult, provided s/he secures an Authorization for grades Birth-Adult.

18.10. Assignment of English as a Second Language Teachers. - An English as a Second Language, hereinafter ESL, teacher may 1) Deliver the instructional support to the student with limited English proficiency, hereinafter LEP, whose assessment indicates the instructional goals and objectives can be delivered in the regular education program with support from the ESL teacher; and/or 2) Provide support to the regular classroom teacher by assisting in the modification of the curriculum, methods, and materials to accommodate the LEP student who is included in the regular education program; OR 3) Deliver the content standards and objectives in the general education program or alternative language program to students with severely limited English proficiency when the student's assessment indicates s/he will benefit by a placement that provides one-on-one and/or small group instruction, and modification of the curriculum, methods, materials and techniques or concentrate on the development of the LEP student's reading, writing, listening, and speaking skills. When the ESL teacher delivers the content standards and objectives in the general education program, s/he must collaborate with the appropriate teachers to ensure that the LEP student receives the content standards and objectives in the general education program.

18.11. Assignment of School Nutrition Director. - Beginning with assignments made for the 2002-2003 school year, an individual assigned as a school nutrition director must hold a temporary or permanent authorization endorsed for school nutrition director.

18.12. Assignment of Adult Basic Education Teachers. - Persons assigned as adult basic education teachers must hold a valid Adult License endorsed for Adult Basic Education OR an Initial Professional Teaching Certificate, Professional Teaching Certificate, or its equivalent.

18.13. Assignment of Speech Assistant. - The speech assistant shall conduct only specific components of a speech and language delivery program under the direction and guidance of a certified speech-language pathologist. Speech Assistants may execute only those tasks that are within their scope of responsibilities and that they have training and expertise to perform as determined by the WVDE, Office of Special Education provided they secure the appropriate authorization. A Speech Assistant may be employed only in the event that no fully West Virginia-certified Speech-Language Pathologist applied for the vacant position. (Refer to §126-136-11.1 for the requirements for a First-Class/Full-Time Permit for individuals who have enrolled in a state-approved Speech/Language Pathology program and who have completed 25% or six semester hours

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of the program. Refer to §126-136-11.2 for requirements for the renewal of the First-Class/Full-Time Permit for Speech/Language Pathology.)

18.14. Assignment of Preschool Special Needs Teachers. - An educator who holds a certificate endorsed for preschool special needs, preschool handicapped or developmentally delayed may be assigned to a regular pre-kindergarten classroom.

18.15. Assignment of Special Education Teachers. - Teachers assigned to serve students with exceptionalities in mentally impaired, behavior disorders, specific learning disabilities, vision impaired or deaf and hard of hearing in grades 7-12 or 5-12 may be assigned to serve students in grades 7-Adult or 5-Adult. Those teachers assigned to serve students with exceptionalities in mentally impaired, behavior disorders and/or specific learning disabilities in grades 1-12 or K-12 may be assigned to service students in grades K-Adult. Those teachers assigned to serve students with exceptionalities in vision impaired or deaf and hard of heard in grades 1-12 or K-12 may be assigned to service students in grades PreK-Adult. All programmatic level changes listed in this section require the teacher to apply for and to be granted the appropriate licensure from the WVDE.

18.16. Assignment of School Nurse. - School Nurses assigned to serve students in grades 1-12 may be assigned to serve students in grades PreK-Adult provided s/he applies for, and is granted the appropriate licensure from the WVDE.

18.17. Assignment to Positions for Which No Specific Endorsement is Required. - Positions in instructional areas including, but not limited to theatre, dance, and computer science require no specific endorsement but do however require the position to be filled by a person who holds a Professional Teaching Certificate.

### **126-136-19. Special Education.**

#### 19.1. Gifted Education.

19.1.1. The Gifted Education specialization shall be granted only to individuals who hold a Professional Teaching Certificate.

19.1.2. The Gifted Education endorsement shall be issued for the 1-12 grade levels. Individuals who previously were issued a Gifted Education endorsement for only those grade levels that appeared on their general education or career/technical education certificates may request the 1-12 grade level endorsement by submitting the appropriate application to the WVDE.

19.2. Consultative Special Education Teacher. - A special education teacher may serve in a consultative role to content certified and highly qualified general education teachers who are providing direct initial instruction to special education students. The consultative special education teacher may go into the general education classroom to deliver services described in §126-136-19.2.1.

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19.2.1. Definition of Consultative Special Education Teacher. – The duties of a consultative special education teacher may include: 1) reviewing and re-teaching prerequisite skills; 2) organizing previously introduced material; 3) reinforcing previously introduced material; 4) adapting curricula for easier access; 5) assisting with long-term assignments; 6) targeting learning strategies to ensure content knowledge acquisition, AND 7) modifying assessment(s) in accordance with the individualized education plan. The consultative special education teacher is not the teacher of record for students to whom s/he is providing services.

### 19.3. Alternative Option for Additional Endorsement in Special Education.

19.3.1. Additional Endorsement for Special Education. - An individual who holds one or two endorsements in specific learning disabilities, behavior disorders, or mentally impaired-mild moderate may receive the other endorsement(s) provided they make application and meet the following criteria:

a. Employment. - Is currently employed in a behavior disorders, specific learning disabilities or mentally impaired- mild/moderate special education classroom by a West Virginia county school system.

b. Experience. - Has five years of special education teaching experience in one of the identified fields.

c. College Credits. - Successfully completes six hours of college credit in each specialization and pass the Praxis II: Subject Assessment in each of the specializations for which the applicant is seeking certification

d. Begin the certification process by June 30, 2005 and complete the certification(s) by June 30, 2008.

19.3.2. Additional Endorsement in Autism. - An individual who holds a Professional Teaching Certificate endorsed in Behavior Disorders or Multi-Categorical Special Education may receive an additional endorsement in Autism provided they make application and successfully complete six semester hours of coursework in autism from a regionally accredited institution as defined in §126-136-4.53.

### §126-136-20. Athletic and Limited Football Trainer

20.1. General Requirements. - Applicants must meet the applicable general requirements for licensure in §126-136-9 and the conditions for issuance outlined in §126-136-10.1.2.c. A county may employ an applicant in good faith on the anticipation that he or she is eligible for a certificate. If it is later determined that the applicant was not eligible, the State Superintendent may authorize payment by the county board of education to the applicant for a time not exceeding three school

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months or the date of notification of his or her ineligibility, whichever occurs first (Refer to W.Va. Code §18A-4-3).

20.2. **Athletic Trainer Certificate.** – The Professional Support Certificate endorsed for Athletic Trainer stands alone, shall not require other certificates as a prerequisite, and must be renewed in accordance with renewal requirements for professional certificates approved by the WVBE. Only an individual who holds a bachelor's degree from an accredited institution of higher education, as defined in §126-136-4.5, and who has completed a state approved athletic trainer program through an accredited institution of higher education shall be eligible for the Professional Support Certificate endorsed for Athletic Trainer.

20.3. **Athletic Trainer Permit.** – The Full-time Permit endorsed for Athletic Trainer may be granted to an individual who holds a minimum of a bachelor's degree and has completed six semester hours of credit applicable to a state-approved Athletic Trainer program. An Athletic Trainer Permit requires a commitment among the county board of education, the institution of higher education and the individual assuring that the individual will complete at least six college credit hours per year in the program and that s/he will complete the program in no more than five years. Additionally, these individuals must attend the Athletic Trainer workshop as provided in W.Va. 126CSR118 WVBE Policy 5112, Athletic Trainers in the Public Schools of West Virginia, hereinafter Policy 5112. The Permit may be renewed for five years provided that the candidate follows the agreement.

20.4. **Athletic Trainer Authorization.** - The authorization endorsed for Athletic Trainer may be issued to an individual who holds a high school diploma or GED diploma and who is certified as an Athletic Trainer through the National Athletic Trainers Association Board of Certification, hereinafter NATABOC. The Authorization may be reissued annually upon application to the WVDE with documentation of valid NATABOC certification and the recommendation of the superintendent of the employing county.

20.5. **Limited Football Trainer Authorization.** - In the event, that a county board of education cannot obtain an Athletic Trainer as outlined in §126-136-20.5.1, the affected county board of education may employ an individual with a medical background that may include, but is not limited to: chiropractor, physical therapist, registered nurse, licensed practical nurse, physician's assistant, paramedic, or emergency medical technician. The individual employed under the provisions in §126-136-20.5.1 must complete the requirements to receive a Limited Football Trainer Authorization and must present a copy of a high school diploma or GED diploma. This credential may be renewed annually following the process outlined in Policy 5112 and §126-36-20.5.1

20.5.1. County boards of education must: (1) post a position for an Athletic Trainer with a closing date of May 1 or earlier; AND (2) if no fully certified, permitted or authorized Athletic Trainer can be employed, the county may employ an individual from the list of health care professionals listed in §126-136-20.5 by June 1; AND (3) along with the candidate, complete the appropriate WVDE application for licensure; AND (4) provide assurance that the individual being

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hired will attend the Athletic Trainer workshop as provided in Policy 5112 Athletic Trainers in the Public Schools.

### **§126-136-21. Additional Endorsement(s) for Existing License.**

#### 21.1. Criteria for Adding an Endorsement(s) to an Existing License.

21.1.1. For Issuance of Additional Endorsements. - For an individual who already holds a West Virginia Professional Certificate, the 2.5 GPA will be required only in the area(s) for which additional licensure is being requested. All required and elective courses completed for the endorsement shall be used in computing the GPA regardless of the date of completion.

### **§126-136-22. Salary Classifications for Educators**

#### 22.1. State Minimum Salary (Refer to W.Va. Code §18A-4-2.).

22.2. Purpose. - The intent of advanced salary classifications is to recognize educators for completing college/university coursework that will contribute to the improvement of instruction or other services in the public schools. The legal bases for these regulations are W.Va. Code §§18A-4-1 and 18A-4-4.

#### 22.3. Advanced Salary Classification. - The following governing principles shall apply:

22.3.1. The advanced salary classifications recognized by the licensing agency are B.A. plus 15, Master's, M.A. plus 15, M.A. plus 30, M.A. plus 45 and Doctorate. These classifications are defined in §126-136-4.

#### 22.4. Advanced Salary Classifications for Teaching, Student Support, or Administrative Permit or Certificate.

22.4.1. All college/university coursework used for advanced salary purposes must be completed at an accredited institution of higher education as defined in §126-136-4.5 except that coursework completed for a career/technical education advanced salary classification recognized on the Career/Technical Education Certificate must have been completed at a regionally accredited institution of higher education as defined in §126-136-4.523.

22.4.2. Graduate coursework completed after July 1, 1994 shall be related to the public school program, as defined in §126-136-9.6.6. Undergraduate coursework shall be related to the public school program, as defined in §126-136-22.4.7.

22.4.3. Duplicate credit as defined in §126-136-4.26, shall not be accepted for advanced salary purposes.

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22.4.4. A teacher who holds a master's degree based on fewer than 30 semester hours of credit may qualify for the M.A. plus 15, M.A. plus 30, or M.A. plus 45 advanced salary classification by completing 15, 30, or 45 semester hours of college/university credit respectively, beyond the degree requirements.

22.4.5. An individual employed on a permit in a specialization which requires completion of a master's degree program for the Initial Professional Teaching Certificate may be granted a B.A. plus 15 salary classification upon completion of 15 semester hours of coursework leading to the master's degree in the specialization for which the permit is issued.

22.4.6. Fifteen semester hours of undergraduate credit from a regionally accredited institution of higher education may be utilized for an advanced salary classification if such hours are in accordance with (a) the teacher's current classification of certification and training; (b) a designated instructional shortage area documented by the employing superintendent; or (c) an identified teaching deficiency documented through the state-approved county personnel evaluation system. Undergraduate coursework must be completed after the issuance of the specialization on the Professional or Career/Technical Education Certificate. Undergraduate coursework must be earned on or after July 1, 1984, and after the issuance of the Initial Professional Teaching Certificate, to be eligible for advanced salary classification.

### 22.5. Salary Classifications for the Career/Technical Education Permit or Certificate.

22.5.1. The basic salary for the holder of a Career/Technical Education Permit or Career/Technical Education Certificate shall be based on a bachelor's degree unless the permit or certificate is issued on the basis of a master's or doctoral degree in which case the salary will be at the appropriate degree level.

22.5.2. The career/technical education advanced salary classifications are recognized only on the Career/Technical Education Certificate.

22.5.3. The career/technical education advanced salary classifications for an educator whose Career/Technical Education Certificate is not based on a degree include Career/Technical Education B.A. plus 15, Career/Technical Education M.A., Career/Technical Education M.A. plus 15, Career/Technical Education M.A. plus 30, and Career/Technical Education M.A. plus 45. These salary classifications are defined in §126-136-4.

22.5.4. A career/technical education educator who received an advanced salary classification under previous provisions shall qualify for additional salary classifications by completing 15 semester hours of additional college coursework through a regionally accredited institution of higher education defined in §126-136-4.53 for each new salary classification.

22.5.5. Six semester hours of college/university coursework in the teaching specialization update are required for each advanced salary classification. A maximum of six

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semester hours of teaching specialization update coursework is acceptable for each advanced salary classification.

22.5.6. An educator who holds a permanent Career/Technical Education Certificate may qualify for the M.A. plus 30 salary classification based on the awarding of a bachelor's degree from a regionally accredited institution of higher education as defined in §126-136-4.53.

22.5.7. An educator who holds a permanent Career/Technical Education Certificate may qualify for the M.A. plus 45 salary classification based on the awarding of a bachelor's degree and 15 semester hours M.A. of graduate credit from a regionally accredited institution of higher education defined in §126-136-4.53.

22.5.8. An educator who is not pursuing a degree and who is requesting a career/technical education advanced salary classification must select approved college/university coursework related to the following areas, with the semester hour limitations as indicated:

- |   |        |
|---|--------|
| a. Composition and Rhetoric   | 6 Hrs. |
| b. Computer Literacy/Microcomputer Network Applications             | 6 Hrs. |
| c. Coordination of Cooperative CTE                                  | 3 Hrs. |
| d. Coordination of Youth CTE Activities                             | 3 Hrs. |
| e. History and Philosophy of CTE                                    | 3 Hrs. |
| f. Human Growth and Development                                     | 3 Hrs. |
| g. Humanities   | 6 Hrs. |
| h. Laboratory Science   | 8 Hrs. |
| i. Mathematics  | 6 Hrs. |
| j. Organization/Management of Career/Technical Education (CTE) Labs | 3 Hrs. |
| k. Occupational Analysis in CTE                                     | 3 Hrs. |
| l. Psychology of Learning   | 3 Hrs. |

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m. School and Society	3 Hrs.
n. Social Science	6 Hrs.
o. Speech	3 Hrs.
p. Teaching Special Needs Students in CTE	6 Hrs.
q. Teaching Specialization Update	30 Hrs.
r. Approved Electives	9 Hrs.

22.5.9. The requirements for a Teaching Specialization Update may be satisfied by the following: approved industry sponsored technical update workshops; approved specialization-related coursework sponsored by an accredited institution of higher education, as defined in §126-136-4.5; approved back-to-industry experiences; and special incentive workshops sponsored by the licensing agency. These hours can be no more than five years old at the time of application for the advanced salary classification.

### **§126-136-23. Reimbursement, Retention, Recruitment.**

#### 23.1. Tuition Reimbursement for License Renewal or Shortage Areas.

23.1.1. Criteria. – As stated in W.Va. Code §18A-3-3a, an educator may apply for tuition reimbursement under the following criteria: 1) holds either a valid West Virginia certificate or first class permit for full-time employment and is seeking an additional endorsement in a shortage area, and either resides in the state or is employed regularly for instructional purposes in a public school in the state; or 2) is seeking certification renewal, and has a continuing contract with a county board. Reimbursement is dependent upon the amount of legislative funding granted.

23.1.2. Limitations. - Reimbursement is limited to the cost of tuition, registration and other required fees only for appropriate college or university coursework used for license renewal or for an additional endorsement in a verified shortage subject area. Reimbursement for an educator who has prior approval to attend an out-of-state institution of higher education as described in W.Va. Code §18A-3-3a(d)(2), or a private institution of higher education may not exceed the amount of the highest corresponding tuition charged at a West Virginia state-supported college or university. Reimbursement for courses completed toward certification renewal is limited to fifteen semester hours of courses for any teacher. An educator may be reimbursed for an unlimited number of hours when working on an additional endorsement in a verified shortage area. The educator must have completed the appropriate college or university coursework with a minimum 3.0 GPA.

23.1.3. Reimbursement Schedule. – Beginning with the 2005 fiscal year (July 1, 2004), applications for tuition reimbursement will be processed during one of three annual

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processing dates: 1) following the completion of the college and university summer terms; 2) following the completion of the college and university fall term; and 3) following the completion of the college and university spring term. The schedule for application processing will follow the West Virginia college and university term schedule. A request for tuition reimbursement must be received by WVDE no later than June 15 for course work completed during the current fiscal year (July 1 through June 30).

### 23.2. Reimbursement of Moving Expenses.

23.2.1. General Criteria. - A teacher may apply for reimbursement of moving expenses under the provisions of §126-136-23.2 provided: 1) the teacher's position was eliminated as part of a reduction in force by a West Virginia county board of education; AND 2) the teacher has secured employment from a West Virginia county board of education in another county; AND 3) the teacher has moved his or her residence to the West Virginia county in which he or she has gained employment or to an adjacent county in West Virginia; AND 4) the teacher is to be employed in a county where shortages exist either in number of teachers or in subject matter areas as determined by the WVBE based on information collected by the WVDE as described in §126-136-7.1.4 and in accordance with the provisions of W.Va. Code §18A-4-20(a)(4); AND 5) it would be impractical for the teacher to maintain his or her previous residence as a result of his or her employment.

23.2.2. Limitations. - The reimbursement shall be for actual expenses and shall not exceed two thousand five hundred dollars. Reimbursement is subject to availability of funds. Individuals are reimbursed on a first come, first served basis.

23.2.3. Responsibility of the County Board of Education. - The county board of education shall send to the WVBE by the first day of May, annually, a report that includes: 1) the available teacher positions in the county; AND 2) any shortages in subject matter areas in the county; AND 3) the name of all teachers reduced in force provided the teacher has permitted the county board of education to submit his or her name.

### 23.3. Reimbursement for National Board for Professional Teaching Standards (NBPTS) Certification.

23.3.1. General Criteria. - The purpose of this reimbursement is to recognize and reward public school classroom teachers, as defined in W.Va. Code §18A-1-1, who achieve certification through the NBPTS, and to provide financial assistance to those classroom teachers who participate in this rigorous program.

23.3.2. Limitations. - The number of classroom teachers eligible for reimbursement for enrollment and completion of the NBPTS Certification Program shall be limited to no more than 200 teachers each fiscal year (July 1 - June 30). These teachers shall be reimbursed on a first-come, first-served basis. The number of teachers reimbursed in any fiscal year is dependent upon the legislative funding amount granted for that fiscal year.

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23.3.3. Third-Party Reimbursement. - A classroom teacher who receives a subsidy from the NBPTS or any other third party payer shall not be entitled to reimbursement by the WVDE for those fees covered by the subsidy. Only expenses incurred personally by the candidate shall be reimbursable.

23.3.4. Reimbursement Schedule. - A classroom teacher may be reimbursed only once for enrollment in and once for completion of the NBPTS Certification Program. Beginning July 1, 2005, program completion will be considered achieved at the time that board certification is granted. Program completion must occur within three (3) years after initial enrollment in the Program.

23.3.5. Procedures for Obtaining NBPTS Fee Reimbursement and Salary Supplement. - Under the provisions of §126-136-22.3, a classroom teacher who enrolls in the NBPTS Certification Program may submit a request for reimbursement of one-half of the fee by submitting the appropriate application to the WVDE with the appropriate documentation, which includes a copy of the canceled check verifying payment of the assessment fee for which reimbursement is requested, and documentation that the candidate is enrolled in the NBPTS Certification Program.

a. A classroom teacher who achieves NBPTS Certification may submit a request for reimbursement of the remaining one-half of the fee by submitting the appropriate application to the WVDE with the appropriate documentation, which includes: 1) a copy of the canceled check verifying payment of the assessment fee for which reimbursement is requested; and 2) documentation that the teacher has completed NBPTS Certification and has been granted Board Certification.

b. A classroom teacher who achieves NBPTS Certification may request reimbursement of actual expenses incurred for non-durable goods as listed under federal I.R.S. guidelines, up to a maximum of \$600.00, by submitting: 1) the appropriate application to the WVDE; AND 2) documentation that the teacher has achieved NBPTS Certification; and 3) original receipts for the expenses incurred. Any subsidy funding received by the teacher for retake fee waivers is considered as partial or complete payment of the \$600.00 amount allowable for actual expenses incurred.

c. Reimbursement for NBPTS program fees shall be processed in the following three (3) stages in accordance with the provisions of W.Va. Code §18A-4-2a(d): 1) one-half the certification fee shall be paid for reimbursement once to each teacher who enrolls in the program for NBPTS certification; 2) one-half the certification fee shall be paid for reimbursement once to each teacher who completes the NBPTS certification. Teachers who achieve NBPTS certification may be reimbursed a maximum of six hundred dollars for expenses actually incurred while obtaining NBPTS certification, with any subsidy funding received to be considered as partial or complete payment of this amount.

23.4. A classroom teacher who achieves NBPTS Certification shall be granted an annual salary supplement of \$2,500.00 for the life of the certificate, up to ten years, providing that the appropriate application is submitted to the WVDE along with documentation that the teacher has

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achieved NBPTS Certification. The payments shall be in addition to any amounts prescribed in the applicable state minimum salary schedule, shall be paid in equal monthly installments, and shall be considered a part of the state minimum salaries for teachers. Board certified teachers who renew their board certification after the initial ten years must re-apply to the state for the annual salary supplement.

### **§126-136-24. Severability.**

24.1. If any provision of this rule or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this rule.

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APPENDIX A**

**PROGRAMMATIC LEVELS AND SPECIALIZATIONS  
RECOGNIZED ON THE PROFESSIONAL LICENSE**

**Recognized Programmatic Levels**

Preschool Education	Birth-PreK
Early Education	PreK-K
Early Childhood	Grades K-4
Middle Childhood	Grades 5-9
Adolescent	Grades 9-12
Adult	Adult

**Grade Level Options for General Education Specializations Current Programs**

American Sign Language	PreK-Adult
Any Modern Foreign Language	PreK-Adult, 5-Adult
Art	PreK-Adult, 5-Adult, 5-9
Biology	9-Adult
Chemistry	9-Adult
Chemistry/Physics	9-Adult
Computer Science Education	PreK-Adult
Dance	PreK-Adult, 5-Adult
Driver Education	9-Adult
Early Childhood Education	K-4
Early Education	PreK-K
Elementary Education	K-6
English	5-Adult, 5-9
English as a Second Language	PreK-Adult
French	PreK-Adult, 5-Adult
General Math through Algebra I	5-Adult, 5-9
General Science	5-Adult, 5-9
German	PreK-Adult, 5-Adult
Health	PreK-Adult, 5-Adult
Japanese	PreK-Adult, 5-Adult
Journalism	5-Adult, 9-Adult
Latin	PreK-Adult, 5-

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Mathematics	Adult 5-Adult, 5-9
Middle Childhood Education (MCE)	5-9
Music	PreK-Adult
Oral Communications	5-Adult, 9-Adult
Physical Education	PreK-Adult, 5-Adult, 5-9
Physics	9-Adult
Preschool Education	Birth-PreK
Reading	PreK-Adult
Reading Specialist <sup>1,2</sup>	PreK-Adult
Russian	PreK-Adult, 5-Adult
School Library/Media	PreK-Adult
Social Studies	5-Adult, 5-9
Spanish	PreK-Adult, 5-Adult
Technology Education	5-Adult
Theatre	PreK-Adult, 5-Adult
Wellness (Health-Physical Education)	PreK-Adult

### **Grade Level Options for Career/Technical Specializations**

Agriculture	5-Adult
Business Education	5-Adult, 9-Adult
Family & Consumer Science	5-Adult
Marketing	9-Adult

### **Grade Level Options for Special Education Specializations**

Autism	K-Adult
Behavior Disorders	K-Adult, 5-Adult
Gifted	1-12
Deaf and Hard of Hearing	PreK-Adult
Mentally Impaired (Mild/Moderate)	K-Adult, 5-Adult
Multi-Categorical (BD, MI and SLD)	K-Adult, 5-Adult
Preschool Special Needs	PreK-K
Severely/Profoundly Impaired	PreK-Adult
Specific Learning Disabilities	K-Adult, 5-Adult
Visually Impaired	PreK-Adult

### **Grade Level Options for Student Support Specializations**

Athletic Trainer	PreK-Adult
Counselor <sup>2</sup>	PreK-Adult

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School Nurse	PreK-Adult
School Psychologist <sup>2</sup>	PreK-Adult
Social Services and Attendance	PreK-Adult
Speech Language Pathologist <sup>2</sup>	PreK-Adult
Speech Assistant	PreK-Adult

### **Grade Level Options for Administrative Specializations**

General Supervisor <sup>2</sup>	PreK-Adult
Principal <sup>2</sup>	PreK-Adult
Superintendent <sup>2</sup>	PreK-Adult

<sup>1</sup>Graduate Level Certification Program Required

<sup>2</sup>Master's Degree Required

### **Grade Level Options for Paraprofessionals**

Paraprofessionals <sup>3</sup>	PreK-Adult
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<sup>3</sup>Associate Degree Required for Proposed New Programs

The West Virginia Department of Education shall issue certificates for discontinued specializations only to those students enrolled in an approved program at the time the program was discontinued.

### **Specializations Recognized on the Career/Technical License\*\*\***

Agriculture Equipment Mechanics	Health Assistant
Air Conditioning	Health Unit Coordinator
Auto Body Repair	Horticulture
Auto Mechanics	
Aviation Maintenance	
Carpentry	Industrial Equipment
Child Care	Maintenance
Civil Technology	Lab Tech Electronics
Collision Repair	Lab Tech Medical
Commercial Artistry	Law Enforcement
Communications Technology	Machine Shop
Computer Integrated	Masonry
Manufacturing	Medical Aide
Computer Systems Repair	Medical Records
Coordinator Cooperative Education	Medical Transcription
Cosmetology	Mill and Cabinet
Criminal Justice/Corrections Services	Nursing Assistant
Culinary Arts	Operations/Maintenance

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(Heavy Equipment)

Data Processing Programming  
Operations/Maintenance (Trucks)  
Dental Assistant  
Dental Technician  
Diesel Mechanics  
Draft and Design Technology  
Drafting  
EKG Technician  
Electro-Mechanical Technology  
Electronics Technology  
Emergency Services  
  
Facilities Maintenance  
Food Preparation  
Food Service  
Forestry  
General Building Construction  
Graphic Arts

Optician Technician  
Pharmacy Technician  
Piano Tuning and Repair  
Phlebotomy  
Plumber and Pipefitting  
Practical Nursing  
Refrigeration Mechanic  
Respiratory Therapy  
Security/Protective  
Service  
Sheet Metal  
Small Engine Repair  
Surgical Technician  
Ward Clerk  
Warehousing  
Welding

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### APPENDIX B

#### APPROVED STANDARDS FOR PROGRAM DEVELOPMENT AND REQUIRED TESTS FOR COMPLETION OF WEST VIRGINIA APPROVED PROGRAMS LEADING TO WEST VIRGINIA LICENSURE

**(Applicants holding a valid out-of-state certificate who have completed an approved teacher education program who have graduated from an approved teacher education program at a regionally accredited institution of higher education as defined in §126-136-4.52 are not required to take the test(s) specified in Appendix B.)**

#### DOCUMENTATION OF FOOTNOTES ON THE FOLLOWING TABLES

- \* Indicates that the **National Standards** are used in the NCATE folio process.
- <sup>1</sup> The **test validity period** is ten years from the date on which the candidate passed the examination. In those circumstances where the West Virginia Board of Education has not altered either the required test or the passing score, the test and score shall remain valid beyond the ten-year period. See section 8.5 in Policy 5100 for a more detailed explanation of testing requirements, particularly as they apply to experienced educators.
- <sup>2</sup> The **Pre-Professional Skills Test (PPST)** [called Praxis I] may be waived provided the candidate: a) holds a master's degree from an accredited institution of higher education; or b) currently holds, or has held, a West Virginia Professional Teaching, Student Support or Administrative Certificate; or c) has attained a score of 25 on the American College Testing (ACT) program prior to November 1989 or an enhanced ACT score of 26 beginning November 1989; or d) has attained a score of 1035 on the Scholastic Achievement Test (SAT) prior to April 1995 or a re-centered SAT score of 1125 beginning April 1995.
- <sup>3</sup> A candidate completing a West Virginia approved program for the initial teaching license is required to pass a West Virginia Board of Education adopted Principles of Learning and Teaching Praxis II Test that includes at least a portion of the grade levels indicated on the anticipated license.
- <sup>4</sup> A candidate who has successfully completed the National Evaluation Systems (NES) test in behavior disorders, mentally impaired, or specific learning disabilities is not required to satisfy the Praxis II – Education of Exceptional Students: Core Content Knowledge Test since it is assumed this content was included in the NES special education content test.
- <sup>5</sup> For general science in grades 5-Adult, a candidate may substitute 1) Test No. 0235 (Biology: Content Knowledge) taken for biology certification for Test No.0231 and/or 2) Test No. 0245 (Chemistry: Content Knowledge) or Test No. 0265 (Physics: Content Knowledge) for Test No. 0481.
- <sup>6</sup> Candidates completing multi-categorical programs must take Test No. 0542 (Education of Exceptional Students: Mild to Moderate).

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GENERAL AND CAREER/TECHNICAL SPECIALIZATIONS

AGRICULTURE		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1, 2003	Sept 1, 1999	Sept 1, 1998	Prior to Sept 1, 1998
<i>National Standards</i> None  <i>Praxis Test Topics</i> <ul style="list-style-type: none"> <li>• Soil Science</li> <li>• Plant Science</li> <li>• Animal Science</li> <li>• Agriculture Economics</li> <li>• Agriculture Mechanics</li> <li>• Leadership and Supervised Occupational Experience</li> </ul> <i>WV Content Standards</i> <ul style="list-style-type: none"> <li>• Forestry</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0700 Agriculture	430				430
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

AMERICAN SIGN LANGUAGE		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1, 2003	Sept 1, 1999	Sept 1, 1998	Prior to Sept 1, 1998
<i>National Standards</i> American Sign Language Teacher Association	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required					
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (PreK-Adult programs only) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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<b>ART</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> Standards for Art Teacher Preparation <i>WV Content Standards</i> • Reflecting upon and assessing characteristics and merits of their work and work of others • Making connections between visual arts and other disciplines	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0133 Art: Content Knowledge	160			160	146
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (Pre-K - AD Programs Only) -OR-	165			165	152
	0523 Principles of Learning & Teaching (5-9) (5-AD Programs Only) -OR-	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>BIOLOGY</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> National Science Teachers Association (NSTA) <i>WV Content Standards</i> • Nature of Science • Scientific Attitudes/Habits of Mind • Scientific Processes/Thinking Skills • Laboratory Investigation/Hands-on Learning • Science Themes and Subject Matter • Science History • Science Technology and Society	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0235 Biology: Content Knowledge	152				152
	<b>Praxis Test<sup>3</sup></b>					
	0523 Principles of Learning & Teaching (5-9) (5-AD Programs Only) OR	N/A		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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<b>BUSINESS EDUCATION</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> • National Standards for Business Education  <i>WV Content Standards</i> • Keyboarding Applications • Word Processing • Business Computer Applications • Machine Transcription	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0100 Business Education	570				570
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) (5-AD Programs Only) OR	N/A		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>CHEMISTRY</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> National Science Teachers Association* (NASTA)  <i>WV Content Standards</i> • Nature of Science • Scientific Attitudes/Habits of Mind • Scientific Processes/Thinking Skills • Laboratory Investigation/Hands-on Learning • Science Themes and Subject Matter  Science History Science Technology and Society	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0245 Chemistry Content Knowledge	157		157		150
	<b>Praxis Test<sup>3</sup></b>					
	0523 Principles of Learning & Teaching (5-9) (5-Adult Programs Only) OR	N/A		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144
	NOTE: All programs leading to a Chemistry/Physics endorsement must meet the standards listed within this section as well as those listed in the Physics section. All individuals completing a program leading to an endorsement in Chemistry/Physics must meet all test requirements listed within this section as well as the Physics section.					

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<b>COMPUTER SCIENCE EDUCATION</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> International Society for Technology in Education (ISTE)*	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>DANCE</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> National Dance Association <i>WV Content Standards</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (Pre-K - Adult Programs Only) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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DRIVER EDUCATION		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards</i> None <i>Praxis Test Topics (Page 101)</i> <ul style="list-style-type: none"> <li>• Safe Motor Vehicle Operation and Procedures</li> <li>• Motor Vehicle Laws and Regulations</li> <li>• Automobile Operation and Maintenance</li> <li>• Instruction, Methodology and Evaluation</li> <li>• Driver Responsibilities and Special Knowledge</li> </ul>	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0867 Safety Education	141				141
	Praxis Test <sup>3</sup>					
	0523 Principles of Learning & Teaching (5-9) OR	N/A		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

EARLY CHILDHOOD EDUCATION (K-4)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards</i> Association for Childhood Education International <i>WV Content Standards (Grades K-4)</i> <ul style="list-style-type: none"> <li>• English, Language Arts</li> <li>• Social Studies</li> <li>• Science</li> <li>• Mathematics</li> <li>• Arts</li> <li>• Health/Physical Education</li> </ul>	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0020 Early Childhood Education	530				530
	Praxis Test <sup>3</sup>					
	0522 Principles of Learning & Teaching (K-6)	165			165	152

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EARLY EDUCATION (Pre-K-K)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards</i> National Association for the Education of Young Children* (NAEYC)	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0530 Pre-Kindergarten Education	590				590

ELEMENTARY EDUCATION (K-6)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards</i> Association for Childhood Education International OR NCATE Elementary Performance Standards K-6 <i>WV Content Standards</i> • English, Language Arts • Social Studies • Science • Mathematics • Arts • Health/Physical Education • WV Studies	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0011 Elementary Education: Curriculum, Instruction and Assessment	155			1155	148
	Praxis Test <sup>3</sup>					
	0522 Principles of Learning & Teaching (K-6) -OR-	165			165	152
0523 Principles of Learning & Teaching (5-9) -OR-	N/A	N/A	159		154	

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ENGLISH (5-Adult)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards</i> National Council for Teachers of English* (NCTE) <i>Praxis Test Topics</i> • Literature/Literacy Forms/Devices • Language/Linguistics • Composition/Rhetoric <i>WV Content Standards Including Authors</i> • Technology • Work Based Learning	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0041 English Language, Literature & Composition: Content Knowledge	155			155	151
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	

ENGLISH (5-9)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards</i> National Council for Teachers of English* (NCTE) <i>WV Content Standards including WV Authors</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0049 Middle School English	147		147		
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) -OR-	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) -OR-	159		159		154
0524 Principles of Learning & Teaching (7-12)	N/A	N/A		156	144	

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<b>ENGLISH AS A SECOND LANGUAGE (Pre-K-Adult)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i>  National Board for Professional Teaching Standards	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>FAMILY AND CONSUMER SCIENCE</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i>  National Association of State Administrators of Family and Consumer Science  <i>WV Content Standards</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0120 Home Economics Education	530				530
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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<b>FRENCH</b> (Test 0173 does not apply to 5-9.)		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i>  American Council on the Teaching of Foreign Languages  <i>WV Content Standards</i>  • Communication • Interactive Language Use • Non-interactive Language Comprehension • Non-interactive Language Production • Cultural Knowledge and Understanding • Connections • Linguistic • Interdisciplinary • Global	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0173 French Content Knowledge (Contains Listening Section)	131				131
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>GENERAL MATH THROUGH ALGEBRA I and MATHEMATICS (5-9)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i>  National Council of Teachers of Mathematics* (NCTM)  <i>WV Content Standards</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0069 Middle School Mathematics	148		148		
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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<b>GENERAL SCIENCE (5-Adult)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> National Science Teachers Association* (NSTA)  <i>WV Content Standards</i> <ul style="list-style-type: none"> <li>• Nature of Science</li> <li>• Scientific Attitudes/Habits of Mind</li> <li>• Scientific Processes/Thinking Skills</li> <li>• Laboratory Investigation/Hands-on Learning</li> <li>• Science Themes and Subject Matter</li> <li>• Science History</li> <li>• Science Technology and Society</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0231 Biology: Content Knowledge, Part 1	148		148	140	135
	0481 Physical Science: Content Knowledge	142			142	133
	0432 General Science: Content Knowledge, Part 2	149			149	142
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>GENERAL SCIENCE (5-9)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards</i> National Science Teachers Association* (NSTA)  <i>WV Content Standards</i> <ul style="list-style-type: none"> <li>• Nature of Science</li> <li>• Scientific Attitudes/Habits of Mind</li> <li>• Scientific Processes/Thinking Skills</li> <li>• Laboratory Investigation/Hands-on Learning</li> <li>• Science Themes and Subject Matter</li> <li>• Science History</li> <li>• Science Technology and Society</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0439 Middle Childhood Science	151		151		
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	N/A			156	144

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<b>GERMAN</b> (Test No. 0181 Does not apply to 5-9.)		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<p><i>National Standards</i></p> <p>American Council on the Teaching of Foreign Languages</p> <p><i>WV Content Standards</i></p> <p>(See Objectives for Appropriate levels, Pre-K - Adult, 5-Adult or 5-9)</p> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Interactive Language Use</li> <li>• Non-interactive Language Production</li> <li>• Cultural Knowledge and Understanding</li> <li>• Connections                             <ul style="list-style-type: none"> <li>• Linguistic</li> <li>• Interdisciplinary</li> <li>• Global</li> </ul> </li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0181 German: Content Knowledge (Contains Listening Section)	132				132
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (Pre-K - AD Programs Only) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>HEALTH</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<p><i>National Standards</i></p> <p>American Alliance for Health, Physical Education, Recreation and Dance* (AAHPERD)</p> <p><i>WV Content Standards</i></p> <ul style="list-style-type: none"> <li>• Skills Development</li> <li>• Injury Prevention</li> <li>• Personal Health and Wellness</li> <li>• Relationships</li> <li>• Tobacco, Alcohol and other Drugs</li> <li>• Nutrition and Physical Activity</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0550 Health Education	640		640		620
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (Pre-K - AD Programs Only) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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JAPANESE		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<p><i>National Standards</i></p> <p>American Council on the Teaching of Foreign Languages</p> <p><i>WV Content Standards (See Objectives for Appropriate Levels, Pre-K - Adult, 5-Adult, 9-Adult or 5-9)</i></p> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Interactive Language Use</li> <li>• Non-interactive Language Comprehension</li> <li>• Non-interactive Language Production</li> <li>• Cultural Knowledge and Understanding</li> <li>• Connections                             <ul style="list-style-type: none"> <li>• Linguistic</li> <li>• Interdisciplinary</li> <li>• Global</li> </ul> </li> </ul>	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	No Test Required	N/A				
	Praxis Test <sup>3</sup>					
	0522 Principles of Learning & Teaching (K-6) (Pre-K - AD Programs Only) OR	165			165	152
0523 Principles of Learning & Teaching (5-9) OR	159		159		154	
0524 Principles of Learning & Teaching (7-12)	156			156	144	

JOURNALISM		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<p><i>WV Content Standards</i></p>	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	No Test Required	N/A				
	Praxis Test <sup>3</sup>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
0523 Principles of Learning & Teaching (5-9) OR	159		159		154	
0524 Principles of Learning & Teaching (7-12)	156			156	144	

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<b>LATIN</b> (Test No. 0600 Does Not Apply to 5-9)		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i>	<b>PPST<sup>2</sup></b>					
American Classical League	0710 Reading	174		174		172
<i>WV Content Standards</i>	0720 Writing	172		172		171
• Communications	0730 Math	172				172
• Cultures						
• Connections						
	<b>Praxis II Content Test</b>					
	0600 Latin	480				480
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (Pre-K - AD Programs Only) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>MARKETING</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i>	<b>PPST<sup>2</sup></b>					
None	0710 Reading	174		174		172
<i>WV Content Standards</i>	0720 Writing	172		172		171
• Knowledge of Marketing Education and Comprehensive Procedure	0730 Math	172				172
• Extensive Human Relations Skills						
• Effective Job Seeking, Keeping and Learning Skills	<b>Praxis II Content Test</b>					
• Basic Cashiering and Math Skills	0560 Marketing Education	600				600
• Marketing Fundamentals						
• Marketing Careers	<b>Praxis Test<sup>3</sup></b>					
• Basic Safety Technique	0523 Principles of Learning & Teaching (5-9) OR	N/A	N/A	159		154
• Selling Principles	0524 Principles of Learning & Teaching (7-12)	156			156	144
• Product/Service Planning						
• Consumer Characteristics and Behavior						

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<b>MATHEMATICS (5-Adult)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> National Council of Teachers of Mathematics* (NCTM) <i>WV Content Standards</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0061 Mathematics: Content Knowledge (Calculator Required)	133				133
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	

<b>MIDDLE CHILDHOOD EDUCATION MCE</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> None <i>Praxis Test Topics</i> • Organizing Content Knowledge for Student Learning • Creating an Environment for Student Learning • Teaching for Student Learning • Teacher Professionalism	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				
	<b>Praxis Test<sup>3</sup></b>					
0523 Principles of Learning & Teaching (5-9)	159		159		154	

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<b>MUSIC</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> Music Education National Conference  <i>WV Content Standards</i>  <i>Praxis Test Topics</i>  • IV Music Learning K-12 • V Professional Practices	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0113 Music Content Knowledge (Contains Listening Section)	155			155	143
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>ORAL COMMUNICATIONS</b> (Test No. 0220 Does Not Apply to 5-9)		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> None  <i>WV Content Standards</i>  <i>Praxis Test Topics</i>  • Interpersonal Communication • Small Group • Communication • Public Speaking • Media and Their Difference • Play Production • Forensics • Assessment and Evaluation	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0220 Speech Communication	600				600
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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PHYSICAL EDUCATION		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> American Alliance for Health, Physical Education, Recreation and Dance* (AAHPERD)  <i>WV Content Standards</i> <ul style="list-style-type: none"> <li>• Safety</li> <li>• Lifetime Wellness</li> <li>• Physical Activity</li> <li>• Social Skill Development</li> <li>• Movement/Rhythmic Development</li> <li>• Motor Skill Development</li> </ul>	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0522 Physical Education: Content Knowledge	150				150
	Praxis Test <sup>3</sup>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
0523 Principles of Learning & Teaching (5-9) OR	159		159		154	
0524 Principles of Learning & Teaching (7-12)	156			156	144	

PHYSICS		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> National Science Teachers Association* (NSTA)  <i>WV Content Standards</i> <ul style="list-style-type: none"> <li>• Nature of Science</li> <li>• Scientific Attitudes/Habits of Mind</li> <li>• Scientific Processes/Thinking Skills</li> <li>• Laboratory Investigation/Hands-on Learning</li> <li>• Science Themes and Subject Matter</li> <li>• Science History</li> <li>• Science Technology and Society</li> </ul>	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0265 Physics: Content Knowledge	126				126
	Praxis Test <sup>3</sup>					
	0523 Principles of Learning & Teaching (5-9) OR	N/A		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	
	NOTE: All programs leading to a Chemistry/Physics endorsement must meet the standards listed within this section as well as those listed in the Physics section. All individuals completing a program leading to an endorsement in Chemistry/Physics must meet all test requirements listed within this section as well as the Physics section.					

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<b>PRESCHOOL EDUCATION (Birth - Pre-K)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> National Association for the Education of Young Children* (NAEYC)	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				

<b>READING EDUCATION</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1, 2003</b>	<b>Sept 1, 1999</b>	<b>Sept 1, 1998</b>	<b>Prior to Sept 1, 1998</b>
<i>National Standards:</i> International Reading Association* (IRA)  <i>WV Content Standards</i>  <i>Clinical Practice</i> A portion of the 12 required weeks of clinical practice must be spent in a reading classroom.	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required					
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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READING SPECIALIST		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<b>GRADUATE CERTIFICATION PROGRAM</b>  <i>National Standards:</i>  International Reading Association* (IRA)  <i>WV Content Standards</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0300 Reading Specialist	520				520
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

RUSSIAN		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i>  American Council on the Teaching of Foreign Languages  <i>WV Content Standards Levels I-IV</i>  <ul style="list-style-type: none"> <li>• Communication</li> <li>• Interactive Language Use</li> <li>• Non-Interactive Language Comprehension</li> <li>• Non-interactive Language Production</li> <li>• Cultural Knowledge and Understanding</li> <li>• Connections                             <ul style="list-style-type: none"> <li>• Linguistic</li> <li>• Interdisciplinary</li> <li>• Global</li> </ul> </li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Required Test	N/A				
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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SCHOOL LIBRARY/MEDIA		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> American Library Association* (ALA)  <i>WV Content Standards</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0310 School Library Media Specialist	570		570		520
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

SOCIAL STUDIES (5-Adult)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> National Council for the Social Studies* (NCSS)  <i>WV Content Standards Levels</i>  • West Virginia Studies (8 <sup>th</sup> Grade)	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0081 Social Studies: Content Knowledge	148			148	144
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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SOCIAL STUDIES ( 5 - 9 )		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> National Council for the Social Studies* (NCSS)  <i>WV Content Standards Levels</i> • West Virginia Studies (8 <sup>th</sup> Grade)	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0081 Social Studies: Content Knowledge	151		151		
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A	N/A		165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	N/A	N/A		156	144	

SPANISH (Test No. 0191 Does Not Apply to 5-9)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> American Council on the Teaching of Foreign Languages  <i>WV Content Standards</i> • Communication • Interactive Language Use • Non-interactive Language Comprehension • Non-interactive Language Production • Cultural Knowledge and Understanding • Connections • Linguistic • Interdisciplinary • Global	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0191 Spanish: Content Knowledge (Contains Listening Section)	143				143
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	

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<b>TECHNOLOGY EDUCATION</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i>  International Technology Education Association/Council on Technology Teacher Education (ITEA/CTTE)	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0050 Technology Education	570				570
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	N/A			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	

<b>THEATRE</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i>  American Alliance for Theatre and Education  <i>WV Content Standards</i>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (Pre-K - AD Programs Only) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	

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<b>WELLNESS (Pre-K - Adult) Health and Physical Education Comprehensive</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0550 Health Education and	640		640		620
	0091 Physical Education Content Knowledge	150				150
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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ADMINISTRATIVE AND STUDENT SUPPORT SERVICES SPECIALIZATIONS

ATHLETIC TRAINER		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> National Association of Athletic Trainers (NATA)	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	No Test Required	N/A				

SCHOOL COUNSELOR		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> American Association of School Counselors	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0420 School Guidance and Counseling (Contains Listening Section)	580			580	

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SCHOOL NURSE		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>State Standards</i> RN Licensure	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	No Test Required	N/A				

SCHOOL PSYCHOLOGIST		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> National Association of School Psychologists* (NASP)	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0400 School Psychologist	550		550		540

SOCIAL SERVICES/ATTENDANCE		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>State Standards</i> School Social Services and Attendance	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	No Test Required	N/A				

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<b>SPEECH ASSISTANT</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>State Standards:</i> Adopted from ASHA Including <ul style="list-style-type: none"> <li>• Interpersonal Skills</li> <li>• Personal Qualities</li> <li>• Technical-Assistant Skills</li> <li>• Screening</li> <li>• Intervention</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				

<b>SPEECH PATHOLOGIST</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> American Speech/Language Hearing Association (ASHA)	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0330 Speech Language Pathology	600		600		510

<b>PRINCIPAL, SUPERVISOR OF INSTRUCTION, SUPERINTENDENT</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> Educational Leadership Constituent Council* (ELCC)	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0410 Educational Leadership: Administration and Supervision	570			570	520

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SPECIAL EDUCATION SPECIALIZATIONS

AUTISM		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<p><i>National Standards:</i> Council for Exceptional Children* (CEC)</p> <ul style="list-style-type: none"> <li>• Consultation</li> <li>• Developing IEPs with WV Content Standards &amp; Objectives</li> <li>• Differentiation of Instruction</li> <li>• Positive Behavioral Interventions &amp; Supports</li> <li>• Six Hours of Teaching Reading</li> <li>• Three Hours of Research-Based Mathematics Strategies</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0353 Education of Exceptional Students: Core Content Knowledge	146	146			
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	

BEHAVIOR DISORDERS (Excluding Autism)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<p><i>National Standards:</i> Council for Exceptional Children* (CEC)</p> <ul style="list-style-type: none"> <li>• Consultation</li> <li>• Developing IEPs with WV Content Standards &amp; Objectives</li> <li>• Differentiation of Instruction</li> <li>• Positive Behavioral Interventions &amp; Supports</li> <li>• Six Hours of Teaching Reading</li> <li>• Three Hours of Research-Based Mathematics Strategies</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0371 Teaching Students with Behavioral Disorders/Emotional Disturbances -AND-	156			156	136
	0351 Special Education Core Principles <sup>4</sup> -OR-	N/A	N/A		136	119
	0353 Education of Exceptional Students: Core Content Knowledge <sup>4</sup>	146	146			
	<b>Praxis Test<sup>3</sup></b>					
0522 Principles of Learning & Teaching (K-6) OR	165			165	152	

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	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

DEAF AND HARD OF HEARING		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> Council for Exceptional Children* (CEC) <ul style="list-style-type: none"> <li>• Consultation</li> <li>• Developing IEPs with WV Content Standards &amp; Objectives</li> <li>• Differentiation of Instruction</li> <li>• Positive Behavioral Interventions &amp; Supports</li> <li>• Six Hours of Teaching Reading</li> <li>• Three Hours of Research-Based Mathematics Strategies</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A				
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

GIFTED		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i> Council for Exceptional Children* (CEC) Differentiation of Instruction	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	<u>No test Required</u>	N/A				<del>161</del>
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

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<b>MENTALLY IMPAIRED (MILD/MODERATE)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> Council for Exceptional Children* (CEC) <ul style="list-style-type: none"> <li>• Consultation</li> <li>• Developing IEPs with WV Content Standards &amp; Objectives</li> <li>• Differentiation of Instruction</li> <li>• Positive Behavioral Interventions &amp; Supports</li> <li>• Six Hours of Teaching Reading</li> <li>• Three Hours of Research-Based Mathematics Strategies</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0351 Special Education Core Principles <sup>4</sup> -OR-	N/A	N/A		136	119
	0353 Education of Exceptional Students: Core Content Knowledge <sup>4</sup>	146	146			
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) (K - Adult Programs Only) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

<b>Multi-Categorical Special Education (BD excluding Autism, MI, SLD)</b>		<b>Required Score</b>				
<b>Standards Required</b>	<b>Required Test<sup>1</sup></b>	<b>Current Score</b>	<b>July 1 2003</b>	<b>Sept 1 1999</b>	<b>Sept 1 1998</b>	<b>Prior to Sept 1 1998</b>
<i>National Standards:</i> Council for Exceptional Children* (CEC) <ul style="list-style-type: none"> <li>• WV Content Standards &amp; Objectives</li> <li>• Positive Behavioral Interventions &amp; Supports</li> <li>• 6 Hours of Teaching Reading</li> <li>• Consultation</li> <li>• Differentiation of Instruction</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0371 Teaching Students with Behavioral Disorders/Emotional Disturbances -AND-	N/A	N/A		156	136
	0381 Teaching Students with Learning Disabilities -AND-	N/A	N/A		144	124
	0351 Special Education Core Principles <sup>4</sup> -OR-	N/A	N/A		136	119
	0542 Education of Exceptional Students: Mild to Moderate <sup>5</sup> -AND-	153	153			
	0353 Education of Exceptional Students: Core Content Knowledge <sup>4</sup>	146	146			
	<b>Praxis Test<sup>3</sup></b>					

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	0522 Principles of Learning & Teaching (K-6) (K-AD Programs Only) -OR-	165			165	152
	0523 Principles of Learning & Teaching (5-9) -OR-	159		159		154
	0524 Principles of Learning & Teaching (7-12)	156			156	144

PRESCHOOL SPECIAL NEEDS (Pre-K - K)		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<i>National Standards:</i>  <i>Council for Exceptional Children* (CEC)</i>	PPST <sup>2</sup>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	Praxis II Content Test					
	0690 Preschool/Early Childhood	550			550	510
	Praxis Test <sup>3</sup>	N/A				
	N/A					

SEVERELY/PROFOUNDLY HANDICAPPED DISABLED		Required Score					
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998	
<i>National Standards:</i>  <i>Council for Exceptional Children* (CEC) for MR/Developmental Disabilities as Applied to Students With Severe and Profound Disabilities</i>  • Consultation • Developing IEPs with WV Content Standards & Objectives	PPST <sup>2</sup>						
	0710 Reading	174		174		172	
	0720 Writing	172		172		171	
	0730 Math	172				172	
	Praxis II Content Test						
	0544 Education of Exceptional Students: Severe to Profound Disabilities		N/A - Cut Score to be Determined				
	0353 Education of Exceptional Students: Core Content Knowledge <sup>4</sup>	146	146				
	Praxis Test <sup>3</sup>						
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152	
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154	
	0524 Principles of Learning & Teaching (7-12)	156			156	144	

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SPECIFIC LEARNING DISABILITIES		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<b>National Standards:</b> Council for Exceptional Children* (CEC) <ul style="list-style-type: none"> <li>• Consultation</li> <li>• Developing IEPs with WV Content Standards &amp; Objectives</li> <li>• Differentiation of Instruction</li> <li>• Positive Behavioral Interventions &amp; Supports</li> <li>• Six Hours of Teaching Reading</li> <li>• Three Hours of Research-Based Mathematics Strategies</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	0381 Teaching Students with Learning Disabilities - AND-	N/A	N/A		144	124
	0351 Special Education Core Principles <sup>4</sup> OR	N/A	N/A		136	119
	0382 Education of Exceptional Students: Learning Disabilities, and	133			136	119
	0353 Education of Exceptional Students: Core Content Knowledge <sup>4</sup>	146	146			
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
	0523 Principles of Learning & Teaching (5-9) OR	159		159		154
0524 Principles of Learning & Teaching (7-12)	156			156	144	

VISUALLY IMPAIRED		Required Score				
Standards Required	Required Test <sup>1</sup>	Current Score	July 1 2003	Sept 1 1999	Sept 1 1998	Prior to Sept 1 1998
<b>National Standards:</b> Council for Exceptional Children* (CEC) <ul style="list-style-type: none"> <li>• Consultation</li> <li>• Differentiation of Instruction</li> <li>• Positive Behavioral Interventions &amp; Supports</li> <li>• Six Hours of Teaching Reading</li> <li>• Three Hours of Research-Based Mathematics Strategies</li> </ul>	<b>PPST<sup>2</sup></b>					
	0710 Reading	174		174		172
	0720 Writing	172		172		171
	0730 Math	172				172
	<b>Praxis II Content Test</b>					
	No Test Required	N/A	<u>N/A</u>			
	0280 Teaching Students with Visual Impairments	660	<u>660</u>			
	<b>Praxis Test<sup>3</sup></b>					
	0522 Principles of Learning & Teaching (K-6) OR	165			165	152
0523 Principles of Learning & Teaching (5-9) OR	159		159		154	

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	0524 Principles of Learning & Teaching (7-12)	156			156	144
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**CREDENTIALS REQUIRED FOR NEW INDUSTRIAL AND TECHNICAL  
EDUCATION TEACHERS**

<b>PROGRAM</b>	<b>CREDENTIAL</b>	<b>CREDENTIALING ORGANIZATION</b>
Air Conditioning/Refrigeration Technology	ARI/GMA Entry Level Residential Heating & Cooling Technician and Refrigerant Recovery & Recycling Certification	Air-Conditioning Refrigeration Institute (ARI) EPA
Automotive Technology	ASE -Suspension/Steering -Brakes -Electrical/Electronics Systems -Engine Performance	NATEF
Collision Repair Technology	ASE (5 areas available/all required) -Structural -Non-Structural -Painting/Refinishing -Mechanical/Electrical	NATEF
Communications Technology	None	None

Conventional/Computer Aided Drafting	ADD Certification	American Drafting and Design
Cosmetology	Cosmetologists, Barber and Nail Technician	WV State Board of Barbers & Cosmetologists
Diesel Equipment Technology	ASE -Diesel Engines -Suspension/Steering -Brakes -Electrical/Electronics -Preventive Maintenance -Inspection	NATEF
Electrical Technology	Master Electrical License	WV Fire Marshalls Office
Electronics Technology	None	None

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Emergency Services	- WV EMT License or WV Paramedic License, - Current CPR Instructor Certification, -Current EMT Instructor Certification, -National Registry Exam Score of 85%, AND -Firefighter 1 and Firefighter 2 Exam of 85% OR NFPA 1001 National Certification	WV State Fire Commission
Facilities Maintenance	None	None
General Building Construction	None	None
Graphic Communications	Printing Technician	Printing Industries of America
Graphic Design	None	None
Industrial Equipment Maintenance	None	None
Machine Tool Technology	Machine Tool Technician	NIMS
Masonry	None	None
Materials Distribution	None	None
Power Equipment Systems	None	None
Welding Technology	Welders Certification	State of West Virginia
	-SMAW plate - GMAW plate	Welding Certification Program

**REQUIRED TESTES FOR THE CAREER/TECHNICAL PERMIT  
AND CAREER/TECHNICAL CERTIFICATE**

**BASIC SKILLS<sup>7</sup>**

<b>California Achievement Tests Required for Career/Technical Educators Required Score</b>		
	<b>Career/Technical Permit</b>	<b>Career/Technical Certificate</b>
Reading	771	777
Writing	757	765
Mathematics	775	783
<b>Content Specializations</b>		
	<b>Permit Issuance</b>	<b>Permit Renewal<sup>8</sup></b>
Career/Technical Occupations <sup>9</sup>	Industry Recognized Credential Content	Written and Content Performance Sections of NOCTI <sup>10</sup>

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Practical Nursing	Valid WV License as RN	
Nursing Assistant & Health Assistant	Valid WV License as RN	
Medical Assistant	Valid AAMA or AMT Certificate	
Medical Lab Technician	Valid Certificate from ASCP or AMT or ISCLT	
Dental Assistant	Valid Certificate from DANB	
Dental Lab Technician	Valid Certificate from NBC in Dental Laboratory Technology	
Other Health Occupations	Valid Certificate or License from the appropriate state or national organization	

<sup>7</sup>Exemptions to the Basic Skills Tests are identified in § 126-136-10.1.2.c.F. This Appendix **ONLY** includes exemptions based on ACT and SAT scores. Please refer § 126-136-10.1.2.c.F. for other exemptions.

<sup>8</sup>The testing components and scores established for the renewal of a permit are also required for the issuance of a Career/Technical Certificate.

<sup>9</sup>If a NOCTI test or a national or state certificate or license is not available, content specialization test shall be developed or obtained from other sources.

<sup>10</sup>The minimum score for passing the NOCTI test shall be one-half standard deviation below the mean plus the standard error of measurement.

**FISCAL NOTE WORKSHEET**  
(Submit 4 Copies)

HD NO \_\_\_\_\_ DRAFT NO \_\_\_\_\_ BILL NO \_\_\_\_\_ RESOLUTION NO \_\_\_\_\_

SUBJECT Policy 5202 - Minimum Requirements for the Licensure of Professional/Paraprofessional Personnel & Advanced Salary Classifications

FUND \_\_\_\_\_

SOURCE OF REVENUE:  GENERAL FUND  SPECIAL  OTHER (SPECIFY) \_\_\_\_\_

COST OF ESTIMATE BASED ON:  AN ORIGINAL ESTIMATE  BUDGET BILL  OTHER (SPECIFY) \_\_\_\_\_

INCOME ESTIMATE BASED ON:  AN ORIGINAL ESTIMATE  BUDGET BILL  OTHER (SPECIFY) \_\_\_\_\_

**SHOW OVER-ALL EFFECT IN ITEMS 1 AND 2 & GIVE EXPLANATION OF BREAKDOWN BY FISCAL YEAR INCLUDING LONG-RANGE EFFECT**

EFFECT OF PROPOSAL	ANNUAL		FISCAL YEAR		
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
1. ESTIMATED TOTAL COST	\$	\$	\$	0	0
PERSONAL SERVICES CURRENT EXPENSES REPAIRS/ALTERATIONS EQUIPMENT OTHER	\$	\$	\$	\$	\$
2. ESTIMATED TOTAL REVENUES	\$	\$	\$	\$	\$

3. EXPLANATION OF ABOVE ESTIMATES (INCLUDING LONG-RANGE EFFECT):

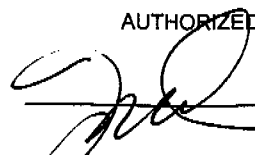
DATE

AGENCY

AUTHORIZED REPRESENTATIVE

5-17-05

West Virginia Department of Education

  
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## Policy 5202 Comment Log Summary August 2005

A total of 20 comments were received from 13 individuals. An abbreviated summary of the major comments, action taken and rationale for the action appears below:

Comment/Issue	Action Taken	Rationale
Instruction in reading should be delivered by only individuals who hold a master's degree in reading.	No action has been taken.	The Temporary Authorization in Reading was added so that a Multi-Subject (K-8) certified person can teach reading in seventh and eighth grade should no fully certified reading teacher apply for the position.
Passing the National Teacher's Exam should be considered a method for demonstrating subject matter competency.	No action has been taken as this is allowed per the revisions of the policy.	For purposes of demonstrating subject matter competence, new language has been added to include any test for which the WVBE established a cut score. This includes both the NTE and NES in addition to Praxis II.
Teachers who have completed programs that provide an understanding of the WV CSOs and how to differentiate instruction should be able to add the Autism endorsement to their Professional Teaching Certificate.	An option for adding Autism to an existing special education certificate endorsed in either behavior disorders or multi-categorical has been added to the policy.	Teachers who hold certificates endorsed in behavior disorders or multi-categorical special education have had training in both the WV CSOs and how to differentiate the instruction used to deliver that curriculum are prepared to adjust instruction to meet the needs of students with autism. Therefore, an option has been added to policy to allow these individuals the opportunity to complete six semester hours of coursework in autism to add the endorsement.
The WVDE should no longer issue First-Class/Full-Time Permits and allow currently certified teachers to enter an alternative route to certification when they are working towards additional endorsements.	No action was taken at this time.	The current priority is to implement alternative routes to certification for individuals who hold a bachelor's degree in content and lack courses in education and for special education teachers who lack content courses. Future work will be done to explore the possibility of expanding alternative routes to include currently certified teachers working out of their field. In the meantime, First-Class/Full-Time Permits will still be issued.

Comment/Issue	Action Taken	Rationale
There should be no alternative route to teacher certification.	There was no action taken on this comment.	W. Va. Code §18A-3-1(a) allows for alternative routes to certification to be approved by the WVBE. Each program requires a minimum of bachelor's degree, successful completion of a minimum of eighteen semester hours of coursework, and successful completion of WVBE-required tests. In addition, alternative routes to content endorsements are available only to fully certified special education teachers.
Policy should allow the WVDE to issue First-Class/Full-Time Permits to individuals who have completed the required coursework but lack the required WVBE-required exams.	No action was taken, as there is language in the current policy that will allow this.	§7.1.3.d allows the State Superintendent to issue waivers to licensure requirements deemed as necessary. In extreme cases, county superintendents can request a waiver to policy to allow the extension of First-Class/Full-Time Permits for one year when an applicant has not met the testing requirement.

**POLICY 5202: Minimum Requirements for the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications**

**COMMENT LOG**

Date	Individual/Organization	Comments	Action/Type	Rationale
		§126-136-1. General.		
		§126-136-2. Summary.		
		§126-136-3. Purpose.		
		<b>§126-136-4. Definitions.</b>		
06-23	Judy Johnson jdjohns@hotmail.com Rt. 1 Box 280 Williamstown WV 26187	I am concerned that the standards have been lowered for a reading specialist. At a time when NCLB holds school systems accountable for student achievement, teachers are required to have less for licensure as a reading specialist than before. Reading research has progressed and struggling readers deserve the best in skilled teaching. A reading authorization does not have the same requirements as a completed masters program.	NA-	The Temporary Authorization endorsed for Reading allows counties an option for hiring an Elementary (K-8) certified teacher to teach reading in the 7 <sup>th</sup> and 8 <sup>th</sup> grade. This certificate can be used only when a reading position is advertised and no fully certified teacher applies.
06-29	Beth Musser Dean, School of Education musserbe@wisc.edu West Liberty State College	I'm a reading specialist, teach reading courses to preservice teachers, and a member of the state Reading Cadre. In order to be a highly qualified Title I	NA-	The Temporary Authorization endorsed for Reading allows counties an option for hiring an Elementary (K-8) certified teacher

	308 Main Hall West Liberty State College West Liberty WV 26074	reading teacher, I believe the teacher should earn a Master's degree in reading, pass the PRAXIS Reading specialist test and be qualified to teach reading in K-12. Courses taken must include assessment of reading.		to teach reading in the 7 <sup>th</sup> and 8 <sup>th</sup> grade should no fully certified teacher apply.
<b>§126-136-5. Categories of Licenses.</b>				
07-07	Chris Courtney Kanawha County Schools Certification Coordinator 200 Elizabeth Street Charleston, WV 25311	I think Alternative Teaching Certificates should be issued to any Professional Educator who also holds a valid teaching certificate. Currently those educators are issued first class permits or out of field authorizations.	N	Currently, the priorities for alternative routes to certification are: 1) for persons who already have a BA in a content related to the public schools and who need a teaching certificate AND 2) persons who have special education certification and need to be certified in the content area in order to meet the highly qualified definition. Additional alternative routes to certification will be explored in the future to address the situation described in the comment.
<b>§126-136-6. Legal Basis for Licensure.</b>				
06-29	Elaine Merriner Title I Reading Specialist ehmerriner@yahoo.com Brooke Co. Schools 96 Whitehall Place Follansbee WV 26037	There is no Reading Master's degree ... one needs to hold certification as a Reading Specialist having had intensive lab experience...do not dummy -down a curriculum to create a master's degree program like Marshall U is presently proposing! Standards	NA-	The Temporary Authorization endorsed for Reading allows counties an option for hiring an Elementary (K-8) certified teacher to teach reading in the 7 <sup>th</sup> and 8 <sup>th</sup> grade. This certificate can be used only when a reading position

			need to be kept high.		is advertised and no fully certified teacher applies.
<b>§126-136-7. Responsibilities for Licensure.</b>					
<b>§126-136-8. Highly Qualified Teacher.</b>					
06-14	Debra Hall debbyh55@adelphia.net 44 Pogue Street Huntington WV 25705	Under definitions, it states that a highly qualified special education teacher must pass the Praxis, but when I was obtaining certification to be a special education teacher I had to pass the National Teacher's Exam in elementary before I was certified. I commented to Nathan Estel and he told me that the language was being changed. I do not see the change in the special education section. I passed a test with a recognized cut off during the time that I was being licensed and I feel that I am highly qualified. Please look at that.		N	According to §8.2.2.a.C.a, teachers may be considered highly qualified if s/he passes a state competency test (such as Praxis II, the NTE, or NES) for which a state minimum score was established.
06-28	Linda D. Barker Title I Coordinator ldbarker@access.k12.wv.us Brooke County Board of Education 1201 Pleasant Avenue Wellsburg WV 26070	For state certification as a Title I Reading teacher, the WVBE should require a master's degree in reading with an endorsement of a reading Specialist (graduate program). If we only require a reading endorsement program or a graduate level reading specialist program, there should definitely be in depth courses on diagnostic reading with lab experiences.		NA-	The Temporary Authorization endorsed for Reading allows counties an option for hiring an Elementary (K-8) certified teacher to teach reading in the 7 <sup>th</sup> and 8 <sup>th</sup> grade. This certificate can be used only when a reading position is advertised and no fully certified teacher applies.

06-29	R.L. Herron, MS, MS Computer Science Instructor Technology Chair	<p>With teacher shortages and the need to have highly qualified teachers, why are you allowing the lowering of teaching standards to fill the needs? At a time when REAL teachers are needed more than ever, you and the legislators are allowing anyone into the classrooms to babysit. As a teacher I see individuals with no teacher training being put into classrooms and it is a GREAT disservice to the students to have someone without the proper training wasting the students' time. Is this practice used when shortages occur in other professions? NO....if REAL teachers are not to be found, then attract them or notify the parents that their children are being taught by individuals that are not REAL teachers. If this practice is allowed to continue, then don't complain when scores drop and REAL teachers lose their hunger to teach. The children of West Virginia deserve better.</p>	NA-
07-07	Kathy M. Finsley General Counsel/HR Director kfinsley@access.k12.wv.us Ohio County Schools 2203 National Rd.	<p>If WV has an option regarding definition of the arts, it should not be as expansive as it is. It is virtually impossible to find teachers who have completed a theatre program or dance. The counties have enough problems</p>	<p>Individuals who hold the Professional Teaching Certificate endorsed in Physical Education can teach dance courses. Additionally, individuals with a valid Professional</p>

	Wheeling WV 26003	working with teachers in the basic core academic subjects in meeting the highly qualified standard. It is my opinion that the state follow the minimal requirements and not expand them.		Teaching Certificate may teach Theatre, regardless of the endorsement.
07-07	Chris Courtney Kanawha County Schools Certification Coordinator 200 Elizabeth Street Charleston, WV 25311	p. 14 8.2.2 - passing the state competency test for which a state minimum score was established by the WVBE in the content area - (so all my special ed. Teachers who were required by the WVDE to take and pass the Elem Ed test to get SP Es k-12 - should now be considered highly qualified?). Alternative Teaching Certificates should be available for these individuals who hold valid WV teaching certificates	N	According to §8.2.2.a.C.a., teachers may be considered highly qualified if s/he passes a state competency test (such as Praxis II, the NTE, or NES) for which a state minimum score was established.
<b>§126-136-9. General Requirements and Dates Certain for Licensure.</b>				
06-17	Jacob Nichols Publisher jacobnichols@claycountyfreepress.com Clay CountyFree Press PO Box 21 Clay WV 25043	I believe that the Transnational Association of Christian Colleges should be added as a recognized accrediting institution and that this organization should be considered as valid for the minimum qualification for substitute teachers.	NA-	The Transnational Association of Christian Colleges and Schools (TRACS) is recognized by the U.S. Department of Education for purposes of receiving federal financial aid for students. The WVBE reviewed this issue at its July meeting and no changes in the accrediting agencies were recommended.
<b>§126-136-10. Licenses for Professional Educators.</b>				
07-07	Chris Courtney	p. 24 (d). Recommendation of	NA°	This clarification will be

	Kanawha County Schools Certification Coordinator 200 Elizabeth Street Charleston, WV 25311	Superintendent – clarification – if the educator has not been employed in a WV county does he/she then process through the county of WVDE?	addressed when members of the Office of Professional Preparation update personnel directors and certifications coordinators during fall workshops.
<b>§126-136-11. Permits Issued to Professional Educators.</b>			
07-07	Kathy M. Finsley General Counsel/HR Director kfinsley@access.k12.wv.us Ohio County Schools 2203 National Rd. Wheeling WV 26003	If teachers on permit for special education or core content areas will not be considered highly qualified, why continue to issue them? 11.8 regarding authorizations is difficult to follow and confusing. The areas where permits or authorizations are allowed should at least be highlighted in the text.	The implementation of alternative routes to certification will alleviate some of the need for Permits; however, permits will continue to be issued in emergency situations in which no alternative route to certification applies or is available.
07-07	Suzette Cook Assistant Superintendent scook@access.k12.wv.us McDowell County Schools 30 Central Avenue Welch, WV 24801	There is no direction or guidance concerning the issue of having educators who have already completed all the course work required for a particular certification, i.e, Reading, Administrators, etc. - but have not passed the appropriate PRAXIS exam. This should be put in writing in the policy to eliminate potential problems and questions.	
07-07	Chris Courtney Kanawha County Schools Certification Coordinator 200 Elizabeth Street Charleston, WV 25311	BB. Initial Temporary Reading Authorization – Currently teachers certified in Multi-Subjects k-8 can teach developmental reading 7 & 8 and independent reading with course codes 4822-4830. Will they now be	Course codes 4822-4830 are optional codes to be used for Advanced Reading. The WVEIS course code book will be revised to acknowledge this new authorization. Teachers certified

		required to obtain this temporary reading authorization?		in Multi-Subjects (K-8) will be required to obtain a Temporary Authorization in Reading in order to teach reading to seventh and eighth grade students when no fully certified reading teacher is available.
		<b>§126-136-12. Paraprofessional.</b>		
		<b>§126-136-13. Grade Level Expansion.</b>		
		<b>§126-136-14. Waivers and Extensions.</b>		
		<b>§126-136-15. Alternative Routes to Certification.</b>		
		<b>§126-136-16. Out-of-State Applicants.</b>		
		<b>§126-136-17. Non-United States Citizens.</b>		
07-07	Kathy M. Finsley General Counsel/HR Director kfinsley@access.k12.wv.us Ohio County Schools 2203 National Rd. Wheeling WV 26003	This area could be included under the section on issuance of permits.	NA°	W. Va. Code §18A-3-2a specifically addresses non-United States citizens and provides guidelines by which such individuals, whether aliens or exchange teachers, can be granted licensure. This section was purposefully separated to better describe the process by which a non-U.S. citizen can be granted and renew his/her certification.
		<b>§126-136-18. Appropriate Assignments According to License.</b>		

07-07	Kathy M. Finsley General Counsel/HR Director kfinsley@access.k12.wv.us Ohio County Schools 2203 National Rd. Wheeling WV 26003	18.6 Assignment of Elementary or Multi-subjects teachers- If it is an option to allow K-8 certified teachers to teach content at the 7th and 8th grade levels, it should be done. There are many qualified K-8 teachers who are being denied opportunities because of this requirement. They have also completed student teaching at this level and they could be restricted to the content areas where they have student teaching experience.	NA <sup>o</sup>	The NCLB definition for highly qualified teachers requires documentation of subject matter competency. Multi-Subject (K-8) teacher preparation programs lack the number of hours required in the content areas. An exception has been made to allow Multi-Subject (K-8) certified teachers to add a Reading Authorization in shortage situations.
<b>§126-136-19. Special Education.</b>				
07-07	Kathy M. Finsley General Counsel/HR Director kfinsley@access.k12.wv.us Ohio County Schools 2203 National Rd. Wheeling WV 26003	19.1- Gifted Education - Why does this need to be singled out? Special education is special education including gifted. 19.2- Consultative Special Education Teacher - The last sentence should read "The consultative special education teacher may go into the general education classroom..." not typically. This language correlates better with 19.2.1. 19.3. Alternative Options - Why not have just one section for all alternative certification options?	A <sup>o</sup>	This comment addresses three separate subjects. First, gifted education is separated because it is requires separate certification and it is not recognized in the Reauthorized IDEA. Second, the language in the policy has been revised to use the word "may" instead of "typically." Lastly, §19.3 is limited to a three-year period. At the end of that three-year period, this section will be removed from the policy.
<b>§126-136-20. Athletic and Limited Football Trainer.</b>				
07-07	Kathy M. Finsley General Counsel/HR Director kfinsley@access.k12.wv.us	This continues to be a problem area for counties.	N	No action was requested.

	Ohio County Schools 2203 National Rd. Wheeling WV 26003			
<b>§126-136-21. Additional Endorsement(s) for Existing License.</b>				
07-07	Kathy M. Finsley General Counsel/HR Director kfinsley@access.k12.wv.us Ohio County Schools 2203 National Rd. Wheeling WV 26003	Again, alternatives, etc. should be in one section.	NA-	An additional endorsement may or may not be obtained through an alternative route to certification. Most often, teachers add additional endorsements after completion of a traditional state-approved program.
07-08	K. Lynn Boyer, Ph.D. Office of Special Education West Virginia Department of Education 1900 Kanawha Blvd, East Building 6, Room 304 Charleston, WV 25305	I strongly support the added requirements for the preparation of special education teachers of students with autism. Autism presents complex challenges to teachers because of the concomitant issues with behavior, language development, socialization, and range of severity. Teachers who complete a preparation program that provides understanding of the WV CSOs and how instruction can be differentiated are particularly equipped to design instruction that aligns with the standards at appropriate levels of needs for students with autism. In addition, an understanding of the foundations of reading and its 5 components allows the teacher to work on the particular component that is most immediate and	A+	§19.3 has been revised to include an option for teachers endorsed with Mult-Categorical Special Education or a combination of the three distinct areas (BD, SLD, MF) to complete six semester hours of coursework pertaining to Autism to add the endorsement for Autism.

		challenging for a student with autism. Because students with autism need successful socialization opportunities, a teacher who completes a program with strong consultation skills is able to effect successful inclusive opportunities for students with autism.		
		<b>§126-136-22. Salary Classifications for Educators.</b>		
		<b>§126-136-23. Reimbursement, Retention, Recruitment</b>		
		<b>§126-136-24. Severability.</b>		