



INITIAL CERTIFICATION FOR EXCEPTIONAL EDUCATION – LEARNING & BEHAVIORAL DISORDERS P-12
MASTER OF ARTS IN EDUCATION PROGRAM REFERENCE # 0424

COLLEGE OF EDUCATION & BEHAVIORAL SCIENCES
WESTERN KENTUCKY UNIVERSITY

PROGRAM DESCRIPTION & APPLICATION GUIDELINES

PROGRAM DESCRIPTION & OVERVIEW

This program provides preparation for students who wish to pursue careers in a P-12 school setting as teachers serving students with diverse learning needs including learning and behavioral disorders. The School of Teacher Education, through the Exceptional Education program area offers the LBNC concentration within the MAE in Exceptional Education, Learning and Behavioral Disorders. Within this concentration, the student is expected to become competent in theory, research and application of best teaching practices related to exceptional education students with learning and behavior disorders.

The MAE in LBD, Initial Certification, is for individuals who are not certified in any area of education. Individuals in this concentration may or may not be employed as teachers. For those individuals who are not currently employed as teachers of student with learning and behavior disorders, this 39-hour program consists of course work in the diagnosis and assessment of learning disabilities, prescriptive teaching, transition service programming, research in Exceptional Education, and content areas.

If a student in pursuing this MAE does not secure employment as the teacher of record in an LBD setting during the program, the student will be required to complete a student teaching experience and will be eligible for a Statement of Eligibility for certification as a teacher of students with LBD.

Students must pass PRAXIS II before beginning the student teaching experience and must complete the Kentucky Teacher Internship (KTIP) to be eligible to be recommended for certification as teachers of students with Learning and Behavior Disorders in the state of Kentucky.

For individuals who are currently employed (or have written documentation of a school district's intent to employ them) as teachers of record for students with Learning and Behavior Disorders, this 39-hour program consists of course work in the diagnosis and assessment of learning disabilities, prescriptive teaching, transition service programming, research in Exceptional Education, and content areas. These individuals with no prior teaching certification in any area and upon verification of employment in an approved setting will be eligible for recommendation for a Temporary Provisional Teaching Certificate in LBD. This certificate is issued for one year and is renewable for two additional years (total of 3 years). Students in this program must complete ALL state and university requirements within the three-year time frame.

Upon completion of program, passing PRAXIS II, and completing the Kentucky Teacher Internship Program (KTIP), individuals will be eligible to be recommended for certification as teachers of students with Learning and Behavior Disorders in the state of Kentucky. Page 6 of this packet outlines the process for applying for both the Temporary Provisional and Professional Teaching certificates.

APPLICATION PROCESS

Applicants must apply to be accepted to the Exceptional Education LBD (program reference # 0424) through the WKU Graduate Studies Office. Your concentration will be LBNC which is defined below:

- ❖ LBNC – Alternate Route to Certification and initial LBD (learning and behavioral disorders grades P-12) certification for individuals with no other teacher certification.

Complete Graduate Studies Application (Return to the Graduate School along with a \$40.00 (non-refundable). Applications may be picked up at the Office of Graduate Studies or on-line at: <http://www.wku.edu/Dept/Academic/Graduate/> under the *Future Student* section. **Applicants are responsible for maintaining contact with Graduate Studies (270-745-2446) regarding the status of their graduate application.**

APPLICATION PROCESS CONTINUED...

PLEASE SUBMIT YOUR GRADUATE APPLICATION DIRECTLY TO THE OFFICE OF GRADUATE STUDIES

Allow one to two weeks for your application to be processed.

- ❖ Graduate Studies will need an **ORIGINAL** copy or copies of your transcript(s) from all of the colleges and universities that you have ever attended.
- ❖ A **2.5** GPA for all previous course work (undergraduate) is required along with meeting the Teacher Education Admissions requirements that are noted on page 9 of this packet.
- ❖ For program and degree completion, a passing score on a comprehensive examination or action research capstone project is required. A GPA of 3.0 or higher in all graduate course work is required, with no grade lower than a C.
- ❖ If admitted to the program, students must begin course work no later than ninety (90) days from the date the eligibility notice is issued.

ADMISSION OPTIONS

Applicants must choose one of the Admissions Options listed on page 3 in order to be considered for admission to the Exception Education program for initial certification.

PROGRAM NOTE REGARDING ADDITIONAL TESTING REQUIREMENT

Please note that while there are application options that omit the GRE requirement for being considered for admission to the Exceptional Education graduate program, all individuals admitted to the Exceptional Education program who are seeking their initial teaching certification must be admitted to the WKU Teacher Education Program. One of the state requirements for admission is to provide a qualifying standardized testing score. Such tests include the ACT, GRE, Praxis I or SAT. Requirements for admission to the WKU Teacher Education Program may be found on pages 9-16 of this packet. An individual cannot be recommended for their Professional Teaching Certificate without having been admitted to the WKU Teacher Education Program.



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Applicants must choose one of the Admissions Options listed below in order to be considered for admission to the Exception Education (Reference # 0424) program for initial certification.

APPLICATION/ADMISSIONS PROCESS OPTIONS

OPTION 1

Complete the **GRE** (Graduate Record Exam) – The Office of Graduate Studies has information regarding the GRE. For more information you may visit the web-site at: <http://www.gre.org/ttindex.html>. The **General Test** is required. Admission to Graduate Studies requires a GAP Score of 2200 or higher (GAP = GRE (verbal plus the quantitative scores) x undergraduate GPA) in addition, a 3.5 or above must be obtained on the writing analysis portion of the exam. Effective January 1, 2003. Prior to January 1, 2003, the GAP score is 3500.

Submit a portfolio to the Office of Graduate Studies that includes the following:

- (a) a professional development plan describing: previous coursework, life experiences, and planned professional development activities in the areas of learning and behavior disorders.
- (b) a written philosophy of education;
- (c) resume
- (d) four letters of professional reference
- (e) page 4 of this packet must be included as part of your portfolio

OPTION 2

WKU graduates with an **undergraduate GPA of 2.75** or higher may apply to be considered for admission without the GRE. *Submit a portfolio to the Office of Graduate Studies that includes the following:*

- (a) a letter of application that explains why you should be exempt from the GRE;
- (b) a written philosophy of education;
- (c) two references from faculty members that detail your potential as graduate student; and
- (d) two references from public school teachers and/or administrators that address your disposition to teach
- (e) page 4 of this packet must be included as part of your portfolio

OPTION 3

Graduate of accredited universities with an **undergraduate GPA of 3.0** or higher may apply to be considered for admission without the GRE. *Submit a portfolio to the Office of Graduate Studies that includes the following:*

- (a) a letter of application that explains why you should be exempt from the GRE;
- (b) a written philosophy of education;
- (c) two references from faculty members that detail your potential as graduate student; and
- (d) two references from public school teachers and/or administrators that address your disposition to teach.
- (e) page 4 of this packet must be included as part of your portfolio

OPTION 4

Students who are graduates of an accredited college or university with a master's degree and who earned a graduate GPA of 3.0 or higher may apply to be considered for admission without the GRE. *Submit a portfolio to the Office of Graduate Studies that includes the following:*

- (a) a letter of application that explains why you should be exempt from the GRE;
- (b) a written philosophy of education;
- (c) two references from faculty members that discuss your potential as graduate student; and
- (d) two references from public school teachers and/or administrators that address your disposition to teach.
- (e) page 4 of this packet must be included as part of your portfolio



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PROGRAM COURSE REQUIREMENTS

CORE COURSES

EDFN 500 (Ed. Research Methods) OR EXED 534 (Research in Exceptional Child Education)	3 Hours
PSY 519 (Classroom Behavior) OR PSY 540 (Behavior Problems in Children) OR EXED 518 (Issues in Behavior Management)	3 Hours
EXED 532 (Families, Professionals, and Exceptionalities)	3 Hours
EXED 530 (Advanced Assessment Techniques)	3 Hours
EXED 531 (Advanced Prescriptive Teaching) <i>Admission to Teacher Education is a Requirement for this Class</i>	3 Hours
EXED 517 (Transition Services & Programming) <i>Admission to Teacher Education is a Requirement for this Class</i>	3 Hours
EXED 630 (Special Education Law)	3 Hours

SPECIFIC COURSE REQUIREMENTS for LBNC CONCENTRATION

EXED 515 (Education of Exceptional Children)	3 Hours
EXED 516 (Exceptional Child: Perspectives & Issues)	3 Hours
LTCY 519 (Foundations of Reading Instruction)	3 Hours
EXED 590 (Internship in Special Education) <i>** PRAXIS II exam must be passed before beginning the EXED 590 course.</i>	6 Hours
ADVISOR APPROVED CONTENT ELECTIVE	3 Hours

Total Number of Program Hours: 39 HOURS

Upon successful completion of program, passing PRAXIS II, and completing the Kentucky Teacher Internship Program (KTIP), these students will be eligible to be recommended for certification as teachers of students with Learning and Behavior Disorders in the state of Kentucky.



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CERTIFICATION PROCEDURES

I. Temporary Provisional Certification – Application Process

Students seeking a one-year *Temporary Provisional Certification* in the Alternate Route to Teacher Certification Program must submit the following before the Office of Teacher Certification can recommend a student for the initial *Temporary Provisional Certificate*:

- _____ An approved MAE degree program
- _____ A completed TC-TP form listing the type of certification requested and signed by the school district verifying employment as a full-time teacher of record in a KTIP approved school teaching in an LBD classroom
- _____ An *official undergraduate transcript* reflecting a bachelor’s degree and the minimum required overall GPA of 2.5
- ❖ If all of the aforementioned documents are in place, the Office of Teacher Certification will be able to recommend a student for the *Temporary Provisional Certification*.
- ❖ These forms may be mailed to the Office of Teacher Certification. After the recommendation is made, the originals will be forwarded to the Kentucky Education Professional Standards Board. If you wish to bring your application (TC-TP form) to the office for a signature, **please call for an appointment.**

II. Professional Kentucky Teaching Certification – Application Process

Candidates are eligible for three one-year temporary provisional teaching certificates. Individuals who have been recommended for temporary provisional certificates must complete all requirements for the alternative route to certification program (MAE degree, PRAXIS II assessments, and KTIP) within three years. Candidates may be recommended for the Kentucky Professional Teaching Certificate only upon completion of all requirements, including KTIP.

- _____ Maintain a minimum GPA of 3.0
- _____ Be continuously enrolled (Fall, Spring, and Summer terms), completing a minimum of three (3) hours per term unless prior approval is obtained from program advisor.
- _____ Pass all required Praxis II examinations by the end of the second year or before enrolling in the Kentucky Teacher Internship Program (KTIP)
- _____ Complete KTIP with an approved Kentucky school district no later than the third year of eligibility.
- _____ Apply for the Professional Kentucky Teaching Certificate through Western Kentucky University. by submitting the following to the Office of Teacher Certification:
 - ❖ Passing scores for all required Praxis II exams
 - ❖ Verification of successful KTIP completion
 - ❖ Transcript with the MAE degree posted
 - ❖ Completed application for Kentucky Teacher Certification (TC-1 Form)

KTIP (Kentucky Teaching Internship Program) Requirement:

Effective July 1, 2005, students admitted to the ARTC program in Exceptional Education (LBD) must obtain a qualifying score on PRAXIS II before they are allowed to begin KTIP.

For more information or clarification please contact your advisor.



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GRADUATE RECORD EXAM INFORMATION

For Registration Information Go To: www.ets.org
Cost of GRE: \$140.00
Type of GRE: GRE General Test

What Is It?

The GRE® General Test measures verbal reasoning, quantitative reasoning, critical thinking, and analytical writing skills that are not related to any specific field of study.

Verbal Reasoning — The skills measured include the test taker's ability to:

- ❖ analyze and evaluate written material and synthesize information obtained from it
- ❖ analyze relationships among component parts of sentences
- ❖ recognize relationships between words and concepts

Quantitative Reasoning — The skills measured include the test taker's ability to:

- ❖ understand basic concepts of arithmetic, algebra, geometry, and data analysis
- ❖ reason quantitatively
- ❖ solve problems in a quantitative setting

Analytical Writing — The skills measured include the test taker's ability to:

- ❖ articulate complex ideas clearly and effectively
- ❖ examine claims and accompanying evidence
- ❖ support ideas with relevant reasons and examples
- ❖ sustain a well-focused, coherent discussion
- ❖ control the elements of standard written English



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WKU CONTACT INFORMATION

Bookstore – WKU

Downing University Center
270-745-2466
<http://www.wku.edu/Info/Bookstore/>

School of Teacher Education

College of Education & Behavioral Sciences
Tate Page Hall 328
270-745-5414
<http://edtech.wku.edu/~sip/>

Office of Graduate Studies & Research

207 Wetherby Administration Building
270-745-2446
<http://www.wku.edu/graduate/>

Office of Teacher Certification

College of Education & Behavioral Sciences
Tate Page Hall 407
270-745-4300
http://edtech.wku.edu/~teachsvs/teacher_cert.htm

Office of Teacher Services

College of Education & Behavioral Sciences
Tate Page Hall 408
270-745-4897
<http://edtech.wku.edu/~teachsvs/>

Student Financial Assistance Office

Potter Hall 317
270-745-2755
<http://www.wku.edu/Info/FinAid/>

Tuition & Fee Information

Office of the Bursar
270-745-6381
<http://www.wku.edu/bursar/>

**EXCEPTIONAL EDUCATION
MASTER OF ARTS IN EDUCATION
- INITIAL CERTIFICATION -
PROGRAM INFORMATION**

Mrs. Michelle L. Kahler,
Admissions Coordinator
Alternative Route to Teacher Certification
408 Tate Page Hall
College of Education & Behavioral Sciences
1906 College Heights Blvd. #61031
Western Kentucky University
Bowling Green, KY 42101-1031
michelle.kahler@wku.edu

Phone: (270) 745-6249

Fax: (270) 745-3442



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**TO BE COMPLETED AFTER ADMITTED TO THE PROGRAM
 ADMISSION TO WKU TEACHER EDUCATION PROGRAM**

Upon admission to the WKU Exceptional Education Master of Arts in Education (for initial certification), students will also be required to be admitted to the WKU Teacher Education Program. All individuals seeking initial certification must be admitted to the WKU Teacher Education Program in order to be recommended for their Professional Certification. In order to be admitted to the WKU Teacher Education Program, the following forms and requirements must be met.

APPLICATION CHECKLIST

(Please keep this checklist for your records.)

1. File an application for admission to teacher education (TGA1). (Page 10)
2. File a statement indicating no convictions or pending charges on a felony or sexual misconduct misdemeanor (TGA1B). (Page 11)
3. Sign and file a statement verifying an understanding of such information as the current employment conditions, demands of the teaching/school psychology fields, wide range of skills essential to the teaching/school psychology field, and increasing complexity of the professions. (TGA3) (Page 13)
4. Sign and file a statement indicating receipt of a printed copy of the requirements for admission to teacher education and current PRAXIS test requirements (Page 16)
5. Achieve and maintain the required minimum overall GPA specific to the program area.
6. File a statement indicating a commitment to uphold The Professional Code of Ethics for Kentucky School Personnel. (Page 15)
7. Submit **three (3) letters of recommendation** that reflect disposition toward teaching/school psychology. NOTE: Letters submitted for the portfolio requirement will be used for the Teacher Education Program application.
8. Provide the Office of Teacher Admissions an approved copy of Form C (degree program).
9. The candidate must submit a **COMPLETED PHYSICAL, TB SCREENING AND THUMB PRINT CRIMINAL BACKGROUND CHECK**. Neither can be over one year old at time of submitting.
10. Complete teacher admission testing requirements; one of the following completes the requirements:
 - The Enhanced American College Test (**ACTE**) with a minimum composite score of 21
 - The Scholastic Aptitude Test (**SAT**) with a minimum composite score of 1500
 - The Pre-Professional Skills Test (PPST) with minimums of 173 in Mathematics, 173 in Reading, 172 in Writing.
 - The Graduate Records Exam (**GRE**) with a minimum score of 800 overall and writing assessment of 3.5 or a 2200 GAP score (undergraduate GPA X GRE for completed Baccalaureate Degree)

**Official documentation of test scores must be on file in the Office of Teacher Admissions to verify satisfactory completion of this requirement; Passing ACT scores posted by the registrar will be considered verification. Test scores not available on Top Net should be brought to TPH 408.*

SEND COMPLETED FORMS TO:

Mrs. Michelle L. Kahler,
 408 Tate Page Hall
 College of Education & Behavioral Sciences
 1906 College Heights Blvd. #61031
 Western Kentucky University
 Bowling Green, KY 42101-1031
 Fax # 270-745-3442



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FORM TGA-1

**APPLICATION FOR ADMISSION TO THE
WKU TEACHER EDUCATION PROGRAM**

1. Name _____ Social Security _____ Date _____
(Last) (First) (Middle/Maiden)

2. Date of Birth ____ / ____ / ____ Sex ____ Race* ____
(month) (day) (year)

*(This information is voluntary and will not be used in making admissions decisions. This university is required by U.S. Department of Education under the Civil Rights Act to request this information.) 1-Non-resident, 2-Black/African American, 3-American Indian or Alaska Native, 4-Asian or Pacific Islander, 5- Hispanic or Latino, 6-White

3. Mailing Address _____

(City) (State) (Zip)

(Phone Number)

4. Graduated/Attended _____ year _____ GED _____ year
(Name of High School)

5. Date I first enrolled at WKU _____

❖ Name of University/College completed undergraduate degree _____

❖ Teacher Certified in Kentucky Yes ____ No ____ If yes from what University/College _____

6. This will be my first MS/MA degree Yes ____ No ____

7. Check your major teaching or certification area(s).

- | | |
|---|--|
| <input type="checkbox"/> LBD | <input type="checkbox"/> Elementary Education |
| <input type="checkbox"/> MSD | <input type="checkbox"/> Middle Grades |
| <input type="checkbox"/> IECE | <input type="checkbox"/> Secondary Major |
| <input type="checkbox"/> Speech and Communication Disorders | <input type="checkbox"/> Secondary Minor |
| <input type="checkbox"/> Library Media Education | <input type="checkbox"/> 5 – 12 _____
(Please list major) |
| <input type="checkbox"/> K-12 _____
(Please list major) | <input type="checkbox"/> School Psychology |
| | <input type="checkbox"/> Other (please list) _____ |
| | _____ |

8. Have you ever been convicted of a felony or have pending charges on a felony? Yes _____ No _____
9. Have you ever been convicted of a sexual misconduct felony or misdemeanor or have pending charges on a sexual misconduct felony or misdemeanor? Yes _____ No _____

PLEASE READ AND SIGN BELOW

To be eligible for the program, the student must have completed all requirements for teacher admissions. In addition, grade point averages must be maintained according to the standards of the program. *The student is responsible for maintaining contact with the department to be assured his/her file is completed.*

Section 5 of the Kentucky Teacher Education and Certification Standards requires an annual report of all teacher candidates who have been admitted to teacher education. I understand the release of selected data from my file is required in state annual reports.

I confirm that the information given in this report is correct and that I understand the guidelines described above.

Date

Signature

PART 1: To be completed by the applicant:

Name: _____
(Last) (First) (Middle/Maiden)

WKU ID Number _____ DATE _____

❖ Check your major teaching area(s).

- | | |
|---|--|
| <input type="checkbox"/> LBD | <input type="checkbox"/> Elementary Education |
| <input type="checkbox"/> MSD | <input type="checkbox"/> Middle Grades |
| <input type="checkbox"/> IECE | <input type="checkbox"/> Secondary Major |
| <input type="checkbox"/> Speech and Communication Disorders | <input type="checkbox"/> Secondary Minor |
| <input type="checkbox"/> Library Media Education | <input type="checkbox"/> 5 – 12 _____
(Please list major) |
| <input type="checkbox"/> K-12 _____
(Please list major) | <input type="checkbox"/> School Psychology |
| | <input type="checkbox"/> Other (please list) _____ |
| | _____ |

**REFER ANY QUESTIONS RELATED TO THE STATEMENTS
BELOW TO YOUR ADVISOR**

PART 2: The student is to check each of the statements below about which he/she has no questions and is to sign at the bottom only after checking all statements.

The following points were explained to and discussed with the students in my class:

**CHECK STATEMENTS AFTER READING IF YOU DO NOT HAVE ANY QUESTIONS
~REFER ANY QUESTIONS TO YOUR ADVISOR~**

- _____ 1. Current employment conditions for teachers or school psychologists and demands for the field.
- _____ 2. Amount and nature of required class work in teacher education.
- _____ 3. Academic attainment required for admission to teacher education.

Instructor X Signature of Applicant

BOTH INSTRUCTOR AND APPLICANT MUST SIGN



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**ACKNOWLEDGMENT OF REQUIREMENTS TO
ADMISSION FOR GRADUATE LEVEL PROGRAMS
LEADING TO INITIAL CERTIFICATION**

~ See attached information (pages 14-16) ~

Information received regarding Teacher Admission:

_____ I received a printed copy of the requirements for admissions to teacher education- note testing requirement. *(Page 14)*

_____ I received information regarding the Kentucky certification requirements including all required PRAXIS testing or other relevant assessments. *(Page 16)*

Signature

Date

**ACKNOWLEDGMENT OF RECEIPT OF PROFESSIONAL CODE
OF ETHICS FOR KENTUCKY SCHOOL CERTIFIED PERSONNEL**

~ See attached page 15 ~

Your signature on this form serves as verification that you have read, understand, and affirm that you will uphold the Professional Code of Ethics for Kentucky School Certified Personnel 704 KAR 20:680.

Signature

Date



**REQUIREMENTS FOR ADMISSION TO
GRADUATE LEVEL PROGRAMS LEADING TO INITIAL CERTIFICATION
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The following conditions must be met for admission to teacher education:

1. The candidate must file an application for admission to teacher education (TGA1). For this application/file to become and remain eligible for consideration, the student must have been admitted into a graduate program for initial teacher certification. In addition, the student must have met the minimum standards required by the individual department. Required test scores for individual program areas are: ARTC/MAE, MAE/ Learning and Behavior Disorders, MS/Library Media Specialist GAP score of 2200 or GRE of 800; IECE GAP score of 2200; School Psychology minimum 3.0 GPA or GRE of 850; Speech Communication GAP of 285 0.
2. The candidates must file a statement indicating no convictions or pending charges on a felony or sexual misconduct misdemeanor (TGA1B). Individuals with a conviction or pending charges must contact and confer with the Director of Teacher Services. Falsification of this statement will result in immediate removal from teacher education.
3. The candidate must file a TGA-3 form verifying that he/she understands such information as the current employment conditions, demands of the teaching/school psychologist field, wide range of skills essential to the teaching/school psychologist fields, and increasing complexity of the teaching/school psychology profession.
4. The candidate must file a statement indicating that they have received a written copy of the requirements for admission to teacher education and current Kentucky certification testing requirements (PRAXIS or other required tests).
5. In order to be admitted to teacher education, the candidate must achieve and maintain a minimum overall GPA specific to the program area.
- 6.
7. The candidate must file a statement indicating a commitment to uphold The Professional Code of Ethics for Kentucky School Personnel.
8. To be admitted, the candidate must submit **three letters of recommendation**. Faculty will assess disposition toward teaching or appropriate professional role as reflected in the recommendations.
 - For IECE majors, the recommendations must include a minimum of one from a faculty member with knowledge of potential as a graduate student. In addition, a professional goal statement written by the candidate and an IECE application are required.
 - For those ARTC/MAE students requiring employment in the public schools, the recommendations must include one from the Principal or Superintendent of the District hiring the candidate. A recommendation must also be submitted from the Reviewing Committee.
 - MAE/Learning and Behavior Disorders also requires submission of a portfolio. The portfolio must be submitted by April 1 for summer admission and July 15 for fall admission.
 - In addition, School Psychology majors must submit a transcript verifying a bachelor's degree in psychology or a related field and an application specific to the psychology department.
9. The candidate must provide the Office of Teacher Admissions with an **approved copy of Form C**. If courses are taken that are not on this form, the student must provide the Office of Teacher Admissions with a copy of any changes.
10. The candidate must submit a complete physical, TB screening and thumb print criminal background check. Neither can be over one year old at time of submitting.

PROFESSIONAL CODE OF ETHICS FOR KENTUCKY SCHOOL CERTIFIED PERSONNEL

704 KAR 20:680

Section 1. Certified personnel in the Commonwealth:

- (1) Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship, and safeguard the freedom to learn and to teach.;
- (2) Shall believe in the worth and dignity of each human being and in educational opportunities for all;
- (3) Shall strive to hold the responsibilities of the education profession, including the following obligations to students, to parents and to the educational profession:
 - (a) To Students:
 1. Shall provide students with professional education services in a non-discriminatory manner and in consonance with accepted best practice known to the educator;
 2. Shall respect the constitutional rights of all students;
 3. Shall take reasonable measures to protect the health, safety, and emotional well-being of students;
 4. Shall not use professional relationships or authority with students for personal advantage;
 5. Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law;
 6. Shall not knowingly make false or malicious statements about students or colleagues;
 7. Shall refrain from subjecting students to embarrassment or disparagement; and
 8. Shall not engage in any sexually related behavior with a student with or without consent, but shall maintain a professional approach with students. Sexually related behavior shall include such behaviors as sexual jokes; sexual remarks; sexual kidding or teasing; sexual innuendo; pressure for dates or sexual favors; inappropriate physical touching, kissing or grabbing; rape; threats of physical harm; and sexual assault.
 - (b) To Parents
 1. Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student;
 2. Shall endeavor to understand community cultures and diverse home environments of students;
 3. Shall not knowingly distort or misrepresent facts concerning educational issues;
 4. Shall distinguish between personal views and the views of the employing educational agency;
 5. Shall not interfere in the exercise of political and citizenship rights and responsibilities of others;
 6. Shall not use institutional privileges for private gain, for the promotion of political candidates, or for partisan political activities; and
 7. Shall not accept gratuities, gifts, or favors that might impair or appear to impair professional judgment, and shall not offer any of these to obtain special advantage.
 - (c) To the Education Profession:
 1. Shall exemplify behaviors which maintain the dignity and integrity of the profession;
 2. Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities;
 3. Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law;
 4. Shall not use coercive means or give special treatment in order to influence professional decisions;
 5. Shall apply for, accept, offer, or assign a position or responsibility only on the basis of professional preparation and legal qualification; and
 6. Shall not knowingly falsify or misrepresent records of facts relating to the educator's own qualification or those of other professionals.

Section 2. Violation of this administrative regulation may result in cause to initiate proceedings for revocation or suspension of Kentucky certification as provided in KRS 161.120 and 704 KAR 20:585.



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PRAXIS INFORMATION

Candidates will take the test(s) that apply to the teaching area for which they have applied (Math, Biology, French, etc.). Depending upon the content area, some candidates may have to take more than one section of the test.

- **PRAXIS REGISTRATION INFORMATION** (<http://www.kyepsb.net>) The Kentucky Professional Standards Board (KYEPSB) provides information on required PRAXIS II information and also a link to register for the exams. At this webpage, go to the Assessment Requirement link for the required Teacher Tests.
- **EDUCATIONAL TESTING SERVICES INFORMATION:** (<http://ets.org>) The Education Testing Services provides information on the Praxis exam requirements as well as registration information and testing center information.

**REFER ANY QUESTIONS RELATED TO THE PRAXIS II
REQUIREMENTS TO YOUR ADVISOR**