

## **16 KAR 4:040. Certification fees.**

RELATES TO: KRS 161.020, 161.027, 161.028, 161.030, 161.046, 161.048, 161.053

STATUTORY AUTHORITY: KRS 161.020, 161.028, 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020, 161.028, and 161.030 require the Education Professional Standards Board to promulgate administrative regulations establishing requirements and standards for obtaining and maintaining certification and for approval of an education preparation provider. KRS 161.028(1)(q) authorizes the board to charge reasonable fees for the issuance, reissuance, and renewal of certificates. This administrative regulation establishes these fees

Section 1. (1) Application for teacher certification shall be made to the Division of Certification.

(2) Application shall be accompanied by an official transcript showing all college credits necessary for the requested certification.

Section 2. Fees. (1) The Education Professional Standards Board shall assess a fee of eighty-five (85) dollars for the issuance, reissuance, or renewal of a certificate except under the following circumstances:

- (a) Issuance of an initial statement of eligibility for internship - no charge;
- (b) Issuance or reissuance of a one (1) year certificate - no charge;
- (c) Renewal of a statement of eligibility – fifty (50) dollars;
- (d) Issuance of a five (5) year substitute certificate – fifteen (15) dollars;
- (e) Issuance of a four (4) year certificate – fifty (50) dollars; and
- (f) A duplicate copy of the certificate - twenty-five (25) dollars.

(2) If a certificate holder is renewing or adding a new certification, he or she may align all certification renewal dates to the same date for each of the certificate holder's certificates for a fee of fifteen (15) dollars in addition to the fee established in subsection (1) of this section.

(3) All fees paid to the EPSB shall be nonrefundable if application for certification is denied.

(4) The appropriate fee shall:

(a) Accompany application; and

(b) Be paid through electronic payment on the EPSB's Web site. (SBE 42.005(1), 42.008; 1 Ky.R. 494; eff. 3-12-1975; Am. 11 Ky.R. 625; eff. 11-13-1984; 12 Ky.R. 239; eff. 9-10-1985; 1367; eff. 3-4-1986; 1876; eff. 7-2-1986; 13 Ky.R. 1470; eff. 3-6-1987; 23 Ky.R. 3920; eff. 7-2-1997; 24 Ky.R. 1946; 2371; eff. 5-18-1998; recodified from 704 KAR 20:045, 7-2-2002; 43 Ky.R. 1207, 1714; eff. 5-5-2017.)