

EDUCATION AND LABOR CABINET
Education Professional Standards Board
(Amendment)

16 KAR 2:020. Occupation-based career and technical education certification.

RELATES TO: KRS 156.095, 158.070, 158.816, 160.380, 161.020, 161.028, 161.030

STATUTORY AUTHORITY: KRS 161.020(3), 161.028(1)(a), 161.030

CERTIFICATION STATEMENT:

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020, 161.028(1)(a), and 161.030 require the Education Professional Standards Board (EPSB) to promulgate administrative regulations establishing standards and requirements for obtaining and maintaining a teaching certificate. This administrative regulation establishes the qualifications for certification of teachers of occupation-based career and technical education and implements the testing requirements of KRS 161.030.

Section 1.

- (1) The EPSB shall issue and reissue certificates for occupation-based career and technical teachers employed by the public schools or the Kentucky Department of Education Office of Career and Technical Education (KDE).
- (2) The EPSB may issue occupation-based certificates for any career and technical area for which programs may be offered under the required Kentucky Academic Standards established in 704 KAR Chapter 8.
- (3) The EPSB shall issue certificates for occupation-based career and technical teacher candidates who are employed based upon required occupational experience in the occupation area to be taught.

Section 2. Initial Issuance of the One (1) Year Provisional Certificate.

- (1) The EPSB shall issue a provisional certificate to occupation-based career and technical teacher candidates for a duration period of one (1) year. The EPSB shall only issue the provisional certificate after the KDE recommends the teacher candidate for certification and the teacher candidate completes the requirements set forth in this section.
- (2) Occupation-based teacher candidates seeking certification shall:
 - (a) Demonstrate that he or she has at least a high school diploma or its equivalent;
 - (b) Demonstrate that he or she has four (4) years of successful and appropriate occupational experience in the occupation area in which certification is sought along with:
 1. At least two (2) years of the occupational experience shall be completed within the last five (5) years; and
 2. Proof that KDE confirmed the occupational experience;
 - (c) Provide documentation that he or she meets the assessment requirements set forth in 16 KAR 6:020;
 - (d) Answer all of the EPSB's background disclosure questions set forth in Section 6(1)(a)-(f) of this administrative regulation. If the teacher candidate answers "yes" to any of the questions set forth in Section 6(1)(a)-(f), the EPSB may still issue a certificate for the teacher candidate, but the EPSB shall retain final authority to deny a request for certification pursuant to the EPSB's authority established in KRS 161.120; and
 - (e) Demonstrate that a local school district or the KDE has made an offer of employment that requires a certificate in the content area for which the candidate is seeking certification.
- (3) Upon issuance of the one (1) year provisional certificate, the candidate shall enroll in the New Teacher Institute (NTI) provided by the KDE. The NTI shall include

professional learning in the areas of classroom management, lesson planning and curriculum, assessment, academic integration of numeracy and literacy, and instruction for students with special learning needs.

Section 3. Renewal of the One (1) Year Provisional Certificate.

(1) The EPSB shall renew the one (1) year provisional certificate to a requesting teacher candidate only after the KDE recommends the renewal of the provisional certificate and the teacher candidate meets the requirements set forth in subsection (4) of this section.

(2) While a teacher candidate is completing NTI, the KDE shall only recommend renewal of the provisional certificate after that teacher candidate makes progress towards completion of NTI for each renewal.

(3) After successful completion of NTI, the KDE shall only recommend renewal of the provisional certificate after the teacher candidate completes a minimum of six (6) semester hours of college credit from an occupation-based degree or an approved occupation-based educator preparation degree program for each renewal.

(4) The teacher candidate shall answer all of the EPSB's background disclosure questions set forth in Section 6(1)(a)-(f) of this administrative regulation. If the teacher candidate answers "yes" to any of the questions set forth in Section 6(1)(a)-(f), the EPSB may still issue a certificate for the teacher candidate, but the EPSB shall retain final authority to deny a request for certification pursuant to the EPSB's authority established in KRS 161.120.

(5) The one (1) year provisional certificate shall be limited to five (5), one (1) year renewals for a total validity period of six (6) years. These renewals may be consecutive or nonconsecutive.

(6) For a teacher candidate who holds a provisional certificate and was admitted into an approved occupation-based educator preparation program prior to July 1, 2018, the EPSB shall renew that teacher candidate's provisional certificate in accordance with the laws and administrative regulations in effect at the time the first provisional certificate was issued as required by KRS 161.020.

Section 4. Issuance and Renewal of the Professional Certificate.

(1) Issuance. The EPSB shall issue a professional certificate pursuant to this administrative regulation for a duration period of five (5) years to a requesting teacher candidate only after the KDE recommends that the EPSB issue the professional certificate and the teacher candidate meets the requirements set forth in subsection (2) of this section. The KDE shall not recommend issuance of the professional certificate until the teacher candidate has met the following requirements:

(a) The teacher candidate receives a minimum of an occupation-based degree or an approved occupation-based educator preparation degree; and

(b) The teacher candidate completes the professional learning through NTI sponsored by KDE.

(2) The teacher candidate shall answer all of the EPSB's background disclosure questions set forth in Section 6(1)(a)-(f) of this administrative regulation. If the teacher candidate answers "yes" to any of the questions set forth in Section 6(1)(a)-(f), the EPSB may still issue a certificate for the teacher candidate, but the EPSB shall retain final authority to deny a request for certification pursuant to the EPSB's authority established in KRS 161.120.

(3) Renewal. The EPSB shall renew the professional certificate in accordance with 16 KAR 4:060.

(4) For a teacher candidate who was admitted into an approved occupation-based educator preparation program prior to July 1, 2018, the EPSB shall issue and renew that teacher candidate's professional certificate in accordance with the laws and administrative

regulations in effect at the time the teacher candidate's first provisional certificate was issued.

Section 5. Electricity, HVAC and Plumbing Teacher Candidates.

(1) For a candidate for occupation-based certification in the area of electricity, HVAC, or plumbing who holds a current Kentucky master license earned through examination in the subject area in which certification is sought, an associate degree is not required.

(2) When applying for issuance of the professional certificate, the candidate shall submit proof of the current Kentucky master license in the area in which certification is sought. Proof of a current Kentucky master license in the area in which certification is sought shall exempt the candidate from the requirements of Section 4(1)(a) of this administrative regulation.

Section 6. Disclosure of Background Information.

(1) Teachers and teacher candidates shall disclose certain background information to the EPSB whenever those teachers and teacher candidates apply for the issuance and renewal of the provisional certificate and the professional certificate by answering the following questions:

(a) "Have you ever had a professional certificate, license, credential, or any document issued for practice denied, suspended, revoked, or voluntarily surrendered? If you have had a professional certificate, license, credential, or any other document issued for practice initially denied by a licensing body, but later issued, you must answer "yes."";

(b) "Have you ever been suspended or discharged from any employment or military service because of allegations of misconduct?"

(c) "Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of allegations of misconduct?"

(d) "Is any action now pending against you for alleged misconduct in any school district, court, or before any educator licensing agency?"

(e) "Have you ever been convicted of or entered a guilty plea, an "Alford" plea, or a plea of nolo contendere (no contest) to a felony or misdemeanor, even if adjudication of the sentence was withheld in Kentucky or any other state? Minor traffic violations should not be reported. Convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported."

(f) "Do you have any criminal charges pending against you?" and

(g) "If you answered affirmatively any of the questions in this Section, has the EPSB previously reviewed the information?"

(2) The EPSB shall provide teachers and teacher candidates with the opportunity to submit a narrative to the EPSB to consider before the EPSB reviews the request for issuance or renewal of a provisional certificate or a professional certificate. The teacher or teacher candidate may include in their narrative any dates, locations, school systems, court records, or any other information the teacher or teacher candidate would like the EPSB to consider.

COMPILER'S NOTE: 2025 RS HB 6, enacted by the General Assembly on March 27, 2025, altered the information to be provided at the time an administrative regulation is filed. Aside from formatting changes necessary to upload the regulation into the LRC's publication application, this regulation has been published as submitted by the agency.

AMBER SNELL, Board Chair

APPROVED BY AGENCY: September 8, 2025

FILED WITH LRC: September 15, 2025 at 11:15 a.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on November 24, 2025, at 10:00 a.m., in the State

Board Room, Fifth Floor, 300 Sower Boulevard, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through November 30, 2025. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Todd G. Allen, General Counsel, Kentucky Department of Education, 300 Sower Boulevard, 5th Floor, Frankfort, Kentucky 40601, phone 502-564-4474, fax 502-564-9321, email regcomments@education.ky.gov.