

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~~[(3)]~~, 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 ~~[and internship]~~ requirements of KRS 161.030.

Section 1.

(1) The ~~EPSB~~~~[Education Professional Standards Board (EPSB)]~~ shall issue and reissue certificates for occupation-based career and technical teachers employed by the public schools~~[-, the Kentucky Community and Technical College System,]~~ 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~~[information technology, industrial education, public service, health science, or human services occupation]~~ area for which programs may be offered under the required Kentucky Academic Standards established in 704 KAR Chapter 8~~[704 KAR 3:303]~~.

(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.

~~[(4)] [The EPSB shall not require a college degree for initial issuance.]~~

Section 2. Initial Issuance ~~[and Renewal]~~ of the One (1) Year Provisional Certificate~~[Certificates]~~.

(1) ~~[Initial issuance.]~~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 ~~[and, if applicable, an accredited provider of an approved occupation-based educator preparation degree program]~~ recommends the teacher candidate for certification and the teacher candidate completes the requirements set forth in this section.

(2) ~~[(a)]~~ Occupation-based ~~[For those]~~ teacher candidates ~~[who do not hold at least an associate degree in the occupation area in which the teacher candidate is]~~ seeking certification~~[-, the teacher candidate]~~ shall:

(a) ~~[1.]~~ Demonstrate that he or she has at least a high school diploma or its equivalent;

(b) ~~[2.]~~ 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. ~~[a.]~~ At least two (2) years of the occupational experience shall be completed within the last five (5) years; ~~and~~~~[-. A maximum of one (1) year of the required work experience may be satisfied by completion of an approved occupation-based educator preparation program for the occupation to be taught; and]~~

2. ~~[b.]~~ Proof that KDE confirmed the occupational experience;

(c) ~~[3.]~~ Provide documentation ~~[Demonstrate]~~ that he or she meets the assessment requirements set forth in 16 KAR 6:020;

- (d) ~~[4.] Answer [The teacher candidate shall answer "no" to]~~ all of the EPSB's background disclosure questions set forth in ~~Section 6(1)(a)-(f) of~~ Section 4(1)(a)-(f) this administrative regulation. If the teacher candidate answers "yes" to any of the questions set forth in ~~Section 6(1)(a)-(f)[Section 4(1)(a)-(f)]~~, the EPSB may still issue a ~~certificate[statement of eligibility]~~ for ~~the[those]~~ teacher ~~candidate[candidates]~~, but the ~~EPSB[board]~~ shall retain final authority to deny a request for certification pursuant to the ~~EPSB's[board's]~~ authority established in KRS 161.120; and
- (e) ~~[5.] Demonstrate that a local school district or~~ the KDE ~~[, or the Kentucky Community and Technical College System]~~ 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.
- ~~[(b)] [For those teacher candidates who hold either an occupation-based degree in the occupation area in which certification is sought or a degree from an approved occupation-based educator preparation degree program, the teacher candidates shall provide proof of that degree to the EPSB.]~~
- ~~[(c)] [The teacher candidate shall answer "no" to all of the EPSB's background disclosure questions set forth in Section 4(1)(a)-(f) this administrative regulation. If the teacher candidate answers "yes" to any of the questions set forth in Section 4(1)(a)-(f), the EPSB may still issue a statement of eligibility for those teacher candidates, but the board shall retain final authority to deny a request for certification pursuant to the board's authority established in KRS 161.120.]~~

Section 3. [(2)] Renewal [First renewal] of the One (1) Year Provisional Certificate[certificates].

- (1) The EPSB shall renew~~[issue the first renewal of]~~ the one (1) year provisional certificate to a requesting teacher candidate only after the KDE ~~[and, if applicable, an accredited provider of an occupation-based educator preparation degree program]~~ recommends the renewal of the provisional certificate and the teacher candidate meets the requirements set forth in subsection (4) ~~of this section~~~~[(2)(b)]~~.
- (2) ~~[(a)]~~ While a teacher candidate is completing NTI, the KDE ~~[The KDE or the accredited provider of an occupation-based educator preparation degree program]~~ shall only recommend renewal of the ~~[first]~~ provisional certificate ~~[for a teacher candidate]~~ after that teacher candidate makes progress towards completion of NTI for each renewal.
~~[-]~~
- ~~[1.] [Completes six (6) semester hours of academic credit or its equivalent in professional learning from NTI in areas such as classroom management, lesson planning and curriculum, assessment, academic integration of numeracy and literacy, and instruction for students with special learning needs;]~~
- (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.
- ~~[2.] [Completes the first year of professional learning through the NTI;]~~
- ~~[3.] [Receives a recommendation by the KDE or an accredited provider of an occupation-based educator preparation program for enrollment in the Kentucky Teacher Internship Program (KTIP); and]~~
- (4) ~~[(b)]~~ The teacher candidate shall answer ~~[Answers "no" to]~~ all of the EPSB's background disclosure questions set forth in Section 6(1)(a)-(f)~~[Section 4(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)~~[Section 4(1)(a)-(f)]~~, the EPSB may still issue a certificate~~[statement of eligibility]~~ for the~~[those]~~ teacher candidate~~[candidates]~~, but the EPSB~~[board]~~ shall retain final authority to deny a request for certification pursuant to the EPSB's~~[board's]~~ authority established in KRS 161.120.

~~[(3)] [Subsequent renewal of one (1) year provisional certificate. The EPSB shall issue any subsequent renewal of the one (1) year provisional certificate to a requesting teacher candidate only after the KDE or the provider of an approved occupation-based educator preparation degree program recommends to the EPSB that the EPSB renew the one (1) year provisional certificate. The KDE or an approved occupation-based educator preparation degree program shall ensure that the teacher candidate meets the following requirements before recommending renewal:]~~

~~[(a)] [The completion of a minimum of six (6) semester hours of college credit for each renewal selected from the degree program;]~~

~~[(b)] [Documentation of completion of four (4) days of professional development as required by KRS 156.095 and 158.070; and]~~

~~[(c)] [Answering "no" to all of the EPSB's background disclosure questions set forth in Section 4(1)(a)-(f) this administrative regulation. If the teacher candidate answers "yes" to any of the questions set forth in Section 4(1)(a)-(f), the EPSB may still issue a statement of eligibility for those teacher candidates, but the board shall retain final authority to deny a request for certification pursuant to the board's authority established in KRS 161.120.]~~

~~(4)~~ (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. ~~[Section 3.]~~ 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 ~~[and, if applicable, a provider of an approved occupation-based educator preparation degree program]~~ recommends that the EPSB issue the professional certificate and the teacher candidate meets the requirements set forth in subsection (2) of this section. ~~The~~~~[Neither the]~~ KDE ~~[nor the provider of the approved occupation-based educator preparation degree program]~~ 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 ~~[two (2) years]~~ professional learning through NTI sponsored by KDE. ~~[; and]~~

~~[(c)] [The teacher candidate successfully completes KTIP.]~~

(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) ~~(2)~~ 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. ~~Section 4.~~ 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 ~~to~~ 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~~board~~ to consider before the EPSB reviews~~board approves~~ 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~~board~~ to consider.

~~Section 5.~~

~~[(1)] [Effective July 1, 2018, the EPSB shall not issue a professional certificate to a teacher candidate who does not have at least an associate degree in the area in which the teacher candidate is seeking certification, and who has not completed the two (2) year professional learning through NTI sponsored by KDE unless that teacher candidate holds~~

~~a valid, unexpired provisional certificate and was admitted into an approved occupation-based educator preparation program prior to July 1, 2018.]~~

~~[(2)] [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.]~~

~~[(3)] [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 6.] [Information Technology and Computer Science Teachers.]~~

~~[(1)] [A teacher shall possess one (1) of the following credentials to instruct in the field of information technology or computer science:]~~

~~[(a)] [Provisional certificate established in Section 2 of this administrative regulation;]~~

~~[(b)] [Professional certificate established in Section 3 of this administrative regulation;]~~

~~[(c)] [Computer information systems certificate established in 16 KAR 2:010;]~~

~~[(d)] [Computer science endorsement established in 16 KAR 2:010; or]~~

~~[(e)] [Instructional computer technology endorsement established in 16 KAR 2:010.]~~

~~[(2)] [If a qualified teacher is not available for the position of information technology teacher, as attested to by the local school superintendent or the Associate Commissioner of the Kentucky Department of Education Office of Career and Technical Education, a one (1) year probationary certificate may be issued under the requirements established in 16 KAR 2:190.]~~

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.

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

Contact Person:Todd Allen

Subject Headings:Education Professional Standards, Education, Education: Career and Technical Education.

(1) Provide a brief summary of:

(a) What this administrative regulation does:

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.

(b) The necessity of this administrative regulation:

This administrative regulation is necessary to provide minimum requirements for obtaining occupation-based career and technical education certification.

(c) How this administrative regulation conforms to the content of the authorizing statutes:

KRS 161.020 and 161.030 require that a teacher and other professional school personnel hold a certificate of legal qualification for the respective position to be issued upon completion of a program of preparation prescribed by the Education Professional Standards Board. KRS 161.028(1)(a) requires the Education Professional Standards Board to establish the standards for obtaining and maintaining a teaching certificate. This administrative regulation sets the standards and requirements for obtaining occupation-based career and technical education certification.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes:

This regulation provides applicants and districts with the minimum requirements for occupation-based career and technical education teacher certification.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation:

The revisions include technical amendments, language updates, and separates sections for clarification. The amendment also exempts candidates seeking occupation-based certification in HVAC, Plumbing, and Electricity who have a current Kentucky master level certification in the area of certification from being required to obtain an associate's degree.

(b) The necessity of the amendment to this administrative regulation:

The primary purpose of this amendment is to update language and separate sections to provide clarity for the qualification requirements. The amendment includes removing the requirement to have or obtain an associate's degree for those candidates who hold a current Kentucky master level license and are seeking certification in HVAC, Plumbing, and Electricity.

(c) How the amendment conforms to the content of the authorizing statutes:

KRS 161.020 and 161.030 require that a teacher and other professional school personnel hold a certificate of legal qualification for the respective position to be issued upon completion of a program of preparation prescribed by the Education Professional Standards Board. KRS 161.028(1)(a) requires the Education

Professional Standards Board to establish the standards for obtaining and maintaining a teaching certificate. This administrative regulation sets the standards and requirements for obtaining occupation-based career and technical education certification.

(d) How the amendment will assist in the effective administration of the statutes:

This amendment provides applicants and districts with the minimum requirements for occupation-based certification to ensure qualified individuals are hired.

(3) Does this administrative regulation or amendment implement legislation from the previous five years? Yes, it removes the reference to the Kentucky Teacher Internship Program which was removed from statute by SB 265 of the 2024 Legislative Session.

(4) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation:

Those affected by this administrative regulation include 171 Kentucky public school districts and the 50 Area Technology Centers.

(5) Provide an analysis of how the entities identified in question (4) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (4) will have to take to comply with this administrative regulation or amendment:

Kentucky school districts and Area Technology Centers will no longer need to ensure candidates for HVAC, Plumbing, and Electricity who hold a current Kentucky master level license in the area of certification have or earn a minimum of an associate's degree to obtain occupation-based teacher professional certification.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (4):

There is no anticipated cost to comply with this regulation or amendment.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (4):

Compliance with this regulation will ensure qualified occupation-based teacher candidates are placed in the classroom.

(6) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially:

There are no costs expected to implement this amendment as staff and structures are already in place to issue occupation-based certificates.

(b) On a continuing basis:

There are no expected continuing costs with this amendment.

(7) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation or this amendment:

General fund.

(8) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment:

An increase in fees or funding will not be necessary for the Education Professional Standards Board to implement this administrative regulation.

(9) State whether or not this administrative regulation establishes any fees or directly or indirectly increases any fees:

This regulation does not establish any fees or directly or indirectly increase any fees.

(10) TIERING: Is tiering applied?

Tiering was not appropriate as this administrative regulation applies equally to all applicants, schools and districts.

FISCAL IMPACT STATEMENT

(1) Identify each state statute, federal statute, or federal regulation that requires or authorizes the action taken by the administrative regulation:

KRS 161.020, KRS 161.028, and KRS 161.030.

(2) State whether this administrative regulation is expressly authorized by an act of the General Assembly, and if so, identify the act:

KRS 161.028 requires the Education Professional Standards Board to establish standards and requirements for obtaining and maintaining a teaching certificate. KRS 161.030(1) provides that certificates shall be issued in accordance with the administrative regulations of the Education Professional Standards Board

(3)(a) Identify the promulgating agency and any other affected state units, parts, or divisions:

The Education Professional Standards Board, the Kentucky Board of Education, and the Kentucky Department of Education.

(b) Estimate the following for each affected state unit, part, or division identified in (3)(a):

1. Expenditures:

For the first year:There are no additional expected expenditures for the state during the first year as the systems and staff are already in place for processing applications and issuing certificates for occupational-based teachers.

For subsequent years:There are no additional expected expenditures for the state during subsequent years as the systems and staff are already in place for processing applications and issuing certificates for occupational-based teachers.

2. Revenues:

For the first year:The amendment to this administrative regulation is not expected to generate any revenue during the first year as this regulation does not create fees.

For subsequent years:The amendment to this administrative regulation is not expected to generate any revenue during subsequent years as this regulation does not create fees.

3. Cost Savings:

For the first year:No cost savings are expected with this amendment.

For subsequent years:No cost savings are expected with this amendment.

(4)(a) Identify affected local entities (for example: cities, counties, fire departments, school districts):

Kentucky public school districts.

(b) Estimate the following for each affected local entity identified in (4)(a):

1. Expenditures:

For the first year:There are no expected expenditures for districts as there are no fees established in this regulation.

For subsequent years:There are no expected expenditures for districts as there are no fees established in this regulation.

2. Revenues:

For the first year:This regulation sets the standards for certification for occupation-based career and technical education teachers. It will not generate revenue for districts.

For subsequent years:This regulation sets the standards for certification for occupation-based career and technical education teachers. It will not generate revenue for districts.

3. Cost Savings:

For the first year:No cost savings are expected with this amendment.

For subsequent years:No cost savings are expected with this amendment.

(5)(a) Identify any affected regulated entities not listed in (3)(a) or (4)(a):

Applicants for occupation-based career and technical education teacher certification.

(b) Estimate the following for each regulated entity identified in (5)(a):

1. Expenditures:

For the first year:There are no expected expenditures for applicants as there are no fees established in this regulation.

For subsequent years:There are no expected expenditures for applicants as there are no fees established in this regulation.

2. Revenues:

For the first year:This regulation sets the standards for certification for occupation-based career and technical education teachers. It will not generate revenue for applicants.

For subsequent years:his regulation sets the standards for certification for occupation-based career and technical education teachers. It will not generate revenue for applicants.

3. Cost Savings:

For the first year:There may be some cost savings for applicants for occupation-based certification in HVAC, electricity, and plumbing as their master license will exempt them from obtaining an associate's degree.

For subsequent years:There may be some cost savings for applicants for occupation-based certification in HVAC, electricity, and plumbing as their master license will exempt them from obtaining an associate's degree.

(6) Provide a narrative to explain the following for each entity identified in (3)(a), (4)(a), and (5)(a)

(a) Fiscal impact of this administrative regulation:

There is no fiscal impact as a result of the proposed amendments to this regulation. No fees are established or increased in this regulation. While processing applications and issuing certificates does require staff time and resources from the Kentucky Department of Education and the Education Professional Standards Board, the amendments can be carried out by the existing staff and systems.

(b) Methodology and resources used to reach this conclusion:

The methodology and resources used to determine this is looking to current systems and processes to see if additional expenditures or resources are needed to carry out the

amendments. Since no additional expenditures or resources are needed to carry out the amendments, and there are no fees established or increased by this regulation, there will not be a negative or adverse major economic impact.

(7) Explain, as it relates to the entities identified in (3)(a), (4)(a), and (5)(a):

(a) Whether this administrative regulation will have a "major economic impact", as defined by KRS 13A.010(14):

There is not an expected major economic impact from this regulation as it does not create additional costs for the Education Professional Standards Board or the regulated entities.

(b) The methodology and resources used to reach this conclusion:

The methodology and resources used to determine this is looking to current systems and processes to see if additional expenditures or resources are needed to carry out the amendments. Since no additional expenditures or resources are needed to carry out the amendments, and there are no fees established or increased by this regulation, there will not be a negative or adverse major economic impact.