

## TITLE 515

### PROFESSIONAL STANDARDS BOARD

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#### ARTICLE 1. TEACHER TRAINING AND LICENSING: REQUIREMENTS FOR EDUCATION BEGUN AFTER ACADEMIC YEAR 1977-78

*NOTE: 515 IAC 1 was transferred from 511 IAC 10. Wherever in any promulgated text there appears a reference to 511 IAC 10, substitute 515 IAC 1.*

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#### Rule 1. Teacher Education and Certification; Programs

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### 515 IAC 1-1-1 Early childhood education license

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-5-16; IC 20-6.1-3-3

Sec. 1. (a) Candidates will be qualified for the standard license in early childhood education when they have:

(1) Received a baccalaureate degree from an institution of higher education accredited to offer programs in teacher education.

(2) Completed an undergraduate program consisting of a minimum of 124 semester hours structured as follows:

(A) General Education 40 Semester Hours

(i) Language arts – This area shall be designed to develop appreciation, knowledge and understanding of world literature and shall always include children's literature and nine (9) semester hours of oral and written expression.

(ii) Science – This area shall be designed to develop broad functional understanding of conservation and the physical, biological and earth sciences. An integrative approach shall be used whenever possible.

(iii) Social studies – This area shall be designed to develop understanding of contemporary civilization, economics and government, current social problems and modern family life, and shall always include a course in U.S. history and a course in world civilization. An integrative approach shall be used whenever possible.

(iv) Mathematics – This area shall be designed to develop broad functional knowledge and understanding of the character and development of number systems and skill in use of numbers. These shall be adapted to meet the needs of elementary school teachers.

(v) Arts – This area shall be designed to develop appreciation and skills in music and art.

(vi) Electives from general education shall always

include physical activities for the young child.

(B) Subject matter

Concentration 24 Semester Hours

An in-depth minor area such as sociology, psychology or home economics.

(C) Professional

Education 40 Semester Hours

The professional component shall begin early in the student's educational career. Laboratory experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. This component shall always include at least nine (9) weeks of full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. Attention shall be given to cognitive, affective and psychomotor facets of education and to both individual and group processes of teaching. Every effort shall be made to include experiences in education of minority groups and the handicapped. The professional education component shall include:

- (i) Human growth and learning (infancy to age 8).
- (ii) Laboratory experiences which shall include course work and practical experiences with individual children and parents.
- (iii) Curricula and programs for young children always including reading readiness.
- (iv) Ethnic, cultural and disability awareness.
- (v) Nine (9) weeks of full-time student teaching at the level covered by this license.

(D) Electives 20 Semester Hours

The elective component of the teacher preparation program shall provide the teacher candidate with opportunity for self-determination of courses which shall add breadth and/or depth to the undergraduate experience.

(3) Been recommended for licensing by the institution of higher education granting the degree.

(b) Coverage: The teacher licensed in early childhood education is eligible to teach all subjects in pre-kindergarten classes.

(c) Renewal: The standard license in early childhood education may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The standard license in early childhood education may be professionalized when the holder has:

- (1) Completed five (5) years of teaching experience in accredited schools at the level covered by the license and subsequent to the issuance of the standard license.
- (2) Completed an appropriate master's degree from an institution regionally accredited to offer graduate degrees.

(3) Completed fifteen (15) semester hours in early childhood education at the graduate level at an institution regionally accredited to offer graduate programs in early childhood education. (Note: Candidates with additional teaching areas or endorsements may professionalize those areas upon the completion of three (3) semester hours of coursework in the subject matter area.) The addition of aerospace and interdisciplinary cooperative education will not require any additional coursework in order to be professionalized.

(4) Been recommended for the professional license by the institution granting the master's degree.

Early childhood additions. The standard or professional license in early childhood education may be extended in subject area coverage upon completion of appropriate endorsements or teaching minors as described in 530 IAC 2-1-13 [515 IAC 1-1-9]. The coverage of such additions is limited to pre-kindergarten classes with the exception of all grade minors in recreation, audiovisual services and school library services which are valid in grades K-12. The addition of the kindergarten endorsement to the license in early childhood education qualifies the holder to teach kindergarten as well as pre-kindergarten classes.

Before an addition can be made to the professional license, the candidate must complete the professionalization course work requirements for the endorsement or teaching minor being added. Candidates are urged to limit all additions to areas which complement and augment the license in early childhood education. The following endorsements and teaching minors are considered appropriate additions to the license in early childhood education:

- Audiovisual services
- Bilingual and bicultural proficiency
- Ethnic and cultural studies
- Family life education
- Gifted and talented
- Health education
- Kindergarten
- Music
- Physical education
- Reading
- School library services
- Special education
- Visual arts

Teacher education institutions are encouraged to develop endorsements and teaching minors that are designed specifically to meet the needs of the early childhood teacher. (*Professional Standards Board; Rule 46, Sec 1; filed Dec 10, 1975, 2:50 p.m.; Rules and Regs. 1976, p. 175; filed Nov 3, 1981, 12:45 p.m.; 4 IR 2806; filed Sep 22, 1982, 9:32 a.m.; 5 IR 2352; filed Jun 12,*

1984, 3:10 p.m.: 7 IR 1824; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-1) to the Indiana State Board of Education (511 IAC 10-1-1) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-1) to the Professional Standards Board (515 IAC 1-1-1) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-2 Kindergarten-primary education license

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-2-1; IC 20-6.1-3-3

Sec. 2. (a) Candidates will be qualified for the standard license in kindergarten-primary education when they have:

(1) Received a baccalaureate degree from an institution of higher education accredited to offer programs in teacher education.

(2) Completed an undergraduate program consisting of a minimum of 124 semester hours structured as follows:

(A) General Education 40 Semester Hours

(i) Language arts – This area shall be designed to develop appreciation, knowledge and understanding of world literature and shall always include nine (9) semester hours of oral and written expression.

(ii) Science – This area shall be designed to develop broad functional understanding of conservation and the physical, biological and earth sciences. An integrative approach shall be used whenever possible.

(iii) Social studies – This area shall be designed to develop understanding of contemporary civilization, economics and government, current social problems and modern family life, and shall always include a course in U.S. history and a course in world civilization. An integrative approach shall be used whenever possible.

(iv) Mathematics – This area shall be designed to develop broad functional knowledge and understanding of the character and development of number systems and skill in use of numbers. These shall be adapted to meet the needs of elementary school teachers.

(v) Arts – This area shall be designed to develop appreciation and skills in music and art.

(vi) Electives from general education shall always include physical activities for the young child.

(B) Subject Matter

Concentration 30 Semester Hours  
Content and skills related to kindergarten-primary instruction, including:

(i) Growth and development of the young child.

(ii) Early childhood education.

(iii) Health and nutrition.

(iv) Parent education.

(v) Physical activities for the young child.

(vi) Language arts to augment requirements indicated in general education (see above) and always including children's literature.

(vii) Electives.

(C) Professional Education 30 Semester Hours

The professional component shall begin early in the student's educational career. Laboratory experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. This component shall always include at least one (1) semester of full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. Attention shall be given to cognitive, affective and psychomotor facets of education and to both individual and group processes of teaching. Every effort shall be made to include experiences in education of minority groups and the handicapped. The professional education component shall include:

(i) Foundations of education – This shall develop the basis of the present educational system, the nature of its social impact and future implications as seen through historical, sociological and philosophical foundations of education.

(ii) Educational psychology – This shall not only introduce the candidate to the field of psychology but develop an awareness of the growth and development of the child in the educational process through the preadolescent period.

(iii) Methods and materials – This shall emphasize instructional processes appropriate for young children and appreciation for the kinds of hardware and software that will facilitate instruction.

(iv) Specific and continuing pre-student teaching field experiences beginning as early as possible in the program.

(v) Classroom management, including the legal rights and responsibilities of teacher and student.

(vi) Minimum of six (6) semester hours of developmental, diagnostic and corrective reading.

(vii) Educational measurement and evaluation.

(viii) Ethnic, cultural and disability awareness.

(ix) One (1) semester of full-time student teaching equally divided between kindergarten and primary

levels.

(D) Electives 24 Semester Hours

The elective component of the teacher preparation program shall provide the teacher candidate with opportunity for self-determination of courses which shall add breadth and/or depth to the undergraduate experience.

(3) Been recommended for licensing by the institution of higher education granting the degree.

(b) Coverage: The teacher licensed in kindergarten-primary education is eligible to teach all subjects in kindergarten through grade three.

(c) Renewal: The standard license in kindergarten-primary education may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The standard license in kindergarten-primary education may be professionalized when the holder has:

(1) Completed five (5) years of teaching experience in accredited schools at the level covered by the license and subsequent to the issuance of the standard license.

(2) Completed an appropriate master's degree from an institution regionally accredited to offer graduate degrees.

(3) Completed fifteen (15) semester hours in early childhood education and/or elementary education at the graduate level at an institution regionally accredited to offer graduate programs in early childhood education and/or elementary education. (Note: Candidates with additional teaching areas or endorsements may professionalize those areas upon the completion of three (3) semester hours of coursework in the subject matter area.) The addition of aerospace and interdisciplinary cooperative education will not require any additional course work in order to be professionalized.

(4) Been recommended for the professional license by the institution granting the master's degree.

Kindergarten-primary additions. The standard or professional license in kindergarten-primary education may be extended in subject area coverage upon completion of appropriate endorsements or teaching minors as described in 530 IAC 2-1-13 [515 IAC 1-1-9]. The coverage of such additions is limited to grades K-3 with the exception of all grade minors in recreation, audiovisual services and school library services which are valid in grades K-12.

Before an addition can be made to the professional license, the candidate must complete the professionalization course work requirements for the endorsement of teaching minor being added. Candidates are urged to limit all additions to areas which complement and augment the license in kindergarten-primary education. The following endorsements and teaching

minors are considered appropriate additions to the license in kindergarten-primary education:

Audiovisual services

Bilingual and bicultural proficiency

Coaching

Ethnic and cultural studies

Family life education

Gifted and talented

Health education

Music

Physical education

Reading

School library services

Special education

Visual arts

Teacher education institutions are encouraged to develop endorsements and teaching minors that are designed specifically to meet the needs of the kindergarten-primary teacher. (*Professional Standards Board; Rule 46, Sec 2; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 177; filed Nov 3, 1981, 12:45 p.m.: 4 IR 2807; filed Sep 22, 1982, 9:32 a.m.: 5 IR 2354; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1825; errata, 7 IR 2547; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-2) to the Indiana State Board of Education (511 IAC 10-1-2) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-2) to the Professional Standards Board (515 IAC 1-1-2) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-3 Elementary education license

Authority: IC 20-1-1.4-7

Affected: IC 20-6.1-2-1; IC 20-6.1-3-3

Sec. 3. (a) Candidates will be qualified for the standard license in elementary education when they have:

(1) Received a baccalaureate degree from an institution of higher education accredited to offer programs in teacher education.

(2) Completed an undergraduate program consisting of a minimum of 124 semester hours structured as follows:

(A) General Education and Subject Matter

Concentration 70 Semester Hours

(i) Language arts – This area shall be designed to develop appreciation, knowledge and understanding of world literature and shall always include children's literature and nine (9) semester hours of oral and written expression.

(ii) Science – This area shall be designed to de

velop broad functional understanding of conservation and the physical, biological and earth sciences. An integrative approach shall be used whenever possible.

(iii) Social studies – This area shall be designed to develop understanding of contemporary civilization, economics and government, current social problems and modern family life and shall always include a course in U.S. history and a course in world civilization. An integrative approach shall be used whenever possible.

(iv) Mathematics – This area shall be designed to develop broad functional knowledge and understanding of the character and development of number systems and skill in use of numbers. These shall be adapted to meet needs of elementary school teachers.

(v) Arts – This area shall be designed to develop appreciation and skills in music and art.

(vi) Electives – This area shall be designed to develop understanding, knowledge and competence relative to physical and mental health, communicative exceptionality, safety education, recreation, physical activity and nutrition.

#### (B) Professional

##### Education

30 Semester Hours

The professional component shall begin early in the student's educational career. Laboratory experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. This component shall always include at least nine (9) weeks of full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. Attention shall be given to cognitive, affective and psychomotor facets of education and to both individual and group processes of teaching. Every effort shall be made to include experiences in education of minority groups and the handicapped. The professional education component shall include:

(i) Foundations of education – This shall develop the basis of the present educational system, the nature of its social impact and future implications as seen through historical, sociological and philosophical foundations of education.

(ii) Educational psychology – This shall not only introduce the candidate to the field of psychology but develop an awareness of the growth and development of the child in the educational process through the preadolescent period.

(iii) Methods and materials – This shall emphasize instructional processes appropriate for elementary children and appreciation for the kinds of hardware

and software that will facilitate instruction.

(iv) Specific and continuing pre-student teaching field experiences beginning as early as possible in the candidate's program.

(v) Classroom management, including legal rights and responsibilities of teacher and student.

(vi) Minimum of six (6) semester hours of developmental, diagnostic and corrective reading.

(vii) Educational measurement and evaluation.

(viii) Ethnic, cultural and disability awareness.

(ix) Nine (9) weeks of full-time student teaching at the level covered by this license.

#### (C) Electives

24 Semester Hours

The elective component of the teacher preparation program shall provide the teacher education candidate with opportunity for self-determination of courses which shall add breadth and/or depth of the undergraduate experience.

(3) Been recommended for licensing by the institution of higher education granting the degree.

(b) Coverage: The teacher licensed in elementary education is eligible to teach all subjects in grades 1-6 and in non-departmentalized grades 7 and 8.

(c) Renewal: The standard license in elementary education may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The standard license in elementary education may be professionalized when the holder has:

(1) Completed five (5) years of teaching experience in accredited schools at the level covered by the license and subsequent to the issuance of the standard license.

(2) Completed an appropriate master's degree from an institution regionally accredited to offer graduate degrees.

(3) Completed fifteen (15) semester hours in elementary education at the graduate level at an institution regionally accredited to offer graduate programs in elementary education. (Note: Candidates with additional teaching areas or endorsements may professionalize those areas upon the completion of three (3) semester hours of coursework in the subject matter area.) The addition of aerospace and interdisciplinary cooperative education will not require any additional coursework in order to be professionalized.

(4) Been recommended for the professional license by the institution granting the master's degree.

Elementary additions. The standard or professional license in elementary education may be extended in subject area coverage upon completion of appropriate endorsements or teaching minors as described in 530 IAC 2-1-13 [515 IAC 1-1-9]. The coverage of such additions is limited to grades 1-6 and non-departmental

ized grades 7 and 8 with the exception of all grade minors in recreation, audiovisual services and school library services which are valid in grades K-12. The addition of the kindergarten endorsement to the license in elementary education qualifies the holder to teach all subjects in kindergarten as well as in grades 1-6.

Before an addition can be made to the professional license, the candidate must complete the professionalization course work requirements for the endorsement or teaching minor being added. Candidates are urged to limit all additions to areas which complement and augment the license in elementary education. The following endorsements and teaching minors are considered appropriate additions to the license in elementary education:

- Audiovisual services
- Bilingual and bicultural proficiency
- Coaching
- Ethnic and cultural studies
- Family life education
- Gifted and talented
- Kindergarten
- Health education
- Music
- Physical education
- Reading
- School library services
- Special education
- Visual arts

Teacher education institutions are encouraged to develop endorsements and teaching minors that are designed specifically to meet the needs of the elementary teacher. (*Professional Standards Board; Rule 46, Sec 3; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 180; filed Nov 3, 1981, 12:45 p.m.: 4 IR 2809; filed Sep 22, 1982, 9:32 a.m.: 5 IR 2355; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1827; errata, 7 IR 2547; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-3) to the Indiana State Board of Education (511 IAC 10-1-3) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-3) to the Professional Standards Board (515 IAC 1-1-3) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-4 Junior high/middle school endorsement**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-2; IC 20-6.1-3

Sec. 4. (a) Candidates who hold a standard or professional license in elementary education qualify for a junior

high/middle school endorsement when they have completed 24 semester hours of coursework as follows:

(1) eighteen (18) semester hours in the desired subject area; and

(2) six (6) semester hours of appropriate professional education at the junior high/middle school level including a practicum.

(b) Coverage: The holder of the junior high/middle school endorsement is eligible to teach the particular subject area at the junior high/middle school level.

(c) Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in the particular subject area and has met the professionalization requirements for the basic preparation level of the standard license.

(d) Candidates who hold a standard or professional license in elementary education qualify for a junior high/middle school endorsement when they have completed:

(1) the equivalent of one (1) semester full-time teaching experience at the junior high/middle school level prior to July 1, 1989; and

(2) eighteen (18) semester hours of coursework in the desired subject area prior to September 1, 1991.

(*Professional Standards Board; 515 IAC 1-1-4; filed Jul 17, 1987, 1:45 p.m.: 10 IR 2672; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-3.5) to the Professional Standards Board (515 IAC 1-1-4) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-5 Junior high/middle school education license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-2-1; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 5. (a) Candidates will be qualified for the standard license in junior high/middle school education when they have:

(1) Received a baccalaureate degree from an institution of higher education accredited to offer programs in teacher education.

(2) Completed an undergraduate program consisting of a minimum of 124 semester hours structured as follows:

(A) General education 40 Semester Hours

(i) Humanities (from among the following: literature, grammar, fine arts, foreign language, religion and philosophy, and always including nine (9) semester hours in oral and written expression). 8-22

(ii) Life and physical science (from among the following: biology, physics, chemistry, physical geography, geology, astronomy and mathematics). 8-12

(iii) Social and behavioral sciences (from among the following: history, economics, sociology, government, anthropology, psychology and geography). 8-12

**(B) Subject Matter Concentration**

Except for home economics and industrial arts, the subject matter concentration shall include a primary and supporting area from language arts, science, mathematics, social studies and foreign language. The primary area shall require a minimum of twenty-four (24) semester hours of preparation and the supporting area(s) a minimum of eighteen (18) semester hours. Distribution of course work described in 530 IAC 2-1-13 [515 IAC 1-1-9] may be used as a guideline.

(i) Language arts – This area shall be designed to develop an appreciation for world and American literature. It shall emphasize structure of the English language and basic communication skills, always including three (3) semester hours in fundamentals of reading. 18-24

(ii) Science – This area shall be designed to provide background in biology, chemistry, earth-space science and physics. Courses shall be coordinated to emphasize as many intrascience relationships as possible. 18-24

(iii) Social studies – This area shall be designed to develop understanding of interrelationships of disciplines within the social studies. Every effort shall be made to use an interdisciplinary approach to study economics, U.S. history, world civilization, geography, government and current social problems. 18-24

(iv) Mathematics – This area shall be designed to include appropriate college-level topics in mathematics such as statistics, probability, finite math, geometry and number theory which are adapted to meet needs of junior high/middle school teachers. 18-24

(v) Foreign language – This area shall be designed to develop communication skills and understanding of the culture, history, customs and lifestyle of the people whose language they are studying. An inquiry approach, following interests of students and using interdisciplinary approaches, shall be pursued. 18-24

(vi) Home economics (endorsements listed in this section).

(vii) Industrial arts (endorsements listed in this section).

(viii) A pattern for any other subject area taught in the junior high/middle school may be devised. 18-24

**(C) Professional education 27 Semester Hours**

The professional component shall begin early in the student's educational career. Laboratory experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. This component shall always include at least nine (9) weeks of full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. Attention shall be given to cognitive, affective and psychomotor facets of education and to both individual and group processes of teaching. Every effort shall be made to include experiences in education of minority groups and the handicapped. The professional education component shall include:

(i) Foundations of education – This shall develop the basis of the present educational system, the nature of its social impact and future implications as seen through historical sociological and philosophical foundations of education.

(ii) Educational psychology – This shall introduce the student to the field of psychology and include study of the learner as a growing and developing individual from childhood to early adolescence, with educational implications.

(iii) General methodology and organization – This shall develop knowledge about teaching process, including general methods, instructional media, measurement, curriculum, development and organization of the middle, intermediate and/or junior high school and always including techniques to promote individualized and interdisciplinary learning.

(iv) Special methods – This shall emphasize instructional processes appropriate for the age level covered by this license.

(v) Sociology of education – Ethnic, cultural and disability awareness.

(vi) Classroom management – This shall develop understanding of legal rights and responsibilities of student and classroom teacher and human relations skills necessary for effective teaching.

(vii) Reading – This shall develop understanding of reading problems encountered by students of this age level in subject-matter oriented materials (three (3) semester hours).

(viii) Laboratory experiences – Specific and continuing pre-student teaching field experiences beginning as early as possible in the teacher preparation program.

(ix) Student teaching – A minimum of nine (9) weeks of full-time student teaching in a junior high and/or middle school.

**(D) Electives 15 Semester Hours**

The elective component of the teacher preparation program shall provide the teacher education student with opportunity for self-determination of courses which shall add breadth and/or depth to the undergraduate experience.

(3) Been recommended for licensing by the institution of higher education granting the degree.

(b) Candidates for the standard license in junior high middle school education may also qualify when they have completed either (1) or (2) below and always (3):

(1) Hold a standard or professional license in elementary education or all grade education in special education and have completed:

(A) Fifteen (15) semester hours, including:

(i) Curriculum of the junior high/middle school.

(ii) Adolescent psychology.

(iii) Practicum at the grade level covered by this license, or meet the practicum waiver. Those persons with three (3) years of full-time teaching experience may be exempt from the practicum requirement providing such experience has been at the junior high/middle school level and in the area of licensing desired, and the total requirement in professional education including the recommendation of the institution of higher education in Indiana where the program has been/is being completed.

(iv) Directed electives.

(B) Eighteen (18) semester hours in a content area listed in subsection (a)(2)(B) of this section.

(2) Hold a standard or professional license in secondary education or all grade education except special education and complete fifteen (15) semester hours, including:

(A) Psychology with educational implications including study of the learner as a growing and developing individual from childhood to early adolescence.

(B) Curriculum, development and organization of junior high/middle school.

(C) General methods which include techniques related to individualized and interdisciplinary learning.

(D) Practicum at the grade level covered by this license, or meet the practicum waiver. Those persons with three (3) years of full-time teaching experience may be exempt from the practicum requirement providing such experience has been at the junior high/middle school level and in the area of licensing desired, and the total requirement in professional education including the recommendation of the institution of higher education in Indiana where the program has been/is being completed.

(3) Have been recommended for licensing by the institution of higher education where the program was completed.

(c) Coverage: The teacher licensed in junior high/middle school education is eligible to teach the subjects specified in departmentalized grades 5-9.

(d) Renewal: The standard license in junior high/middle school education may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(e) Professionalization: The standard license in junior high/middle school education may be professionalized when the holder has:

(1) Completed five (5) years of teaching experience in accredited schools at the level covered by the license and subsequent to the issuance of the standard license.

(2) Completed an appropriate master's degree from an institution regionally accredited to offer graduate degrees.

(3) Completed six (6) semester hours of professional education at the graduate level at an institution regionally accredited to offer graduate programs in professional education.

(4) Completed appropriate course work in the primary and/or supporting area(s).

(A) Professionalization of the primary area requires the completion of six (6) semester hours of graduate course work in the primary area. Such course work must be completed at an institution regionally accredited to offer graduate programs in the primary area.

(B) Professionalization of the supporting area requires the completion of twelve (12) semester hours of course work in the supporting area of which six (6) semester hours must be at the graduate level. Graduate course work must be completed at an institution regionally accredited to offer graduate programs in the supporting area. (Note: Candidates with additional teaching areas or endorsements should refer to 530 IAC 2-1-13 [515 IAC 1-1-9] for specific professionalization requirements for these areas.)

(4) [*sic.*] Been recommended for the professional license by the institution granting the master's degree.

**JUNIOR HIGH/MIDDLE SCHOOL  
EDUCATION-INDUSTRIAL ARTS  
(Major-42 semester hours)**

Course work for the standard license in junior high/middle school education-industrial arts shall include:

	Semester Hours
Principles, philosophy, organization and coordination of industrial arts.	6
Industrial materials and processes:	15

This shall include industrial production systems, tools and machinery of productions and the nature and development of uses of industrial materials. When traditional types of courses are used to meet this requirement, the program should include metals, woods, synthetics and ceramics. It must include classroom and laboratory study, although general shop will not meet this requirement.

Industrial communications: 12

This includes systems and techniques of communication employed by industry, and the materials and processes in the various communications media indigenous to communications in industry. When traditional courses are used to meet this requirement, the program should include graphic arts, drafting and electronics. It must also include both classroom and laboratory study, although general shop will not meet this requirement.

Industrial power: 9

This shall include principles of energy conversion and development, transmission, conversion and utilization of electrical, mechanical, fluid and pneumatic power. When traditional types of courses are used to meet this requirement, the program should include power mechanics, electricity and aerospace education. It must also include both classroom and laboratory study, although general shop will not meet this requirement.

Total 42

**JUNIOR HIGH/MIDDLE SCHOOL  
EDUCATION—HOME ECONOMICS**  
(Major—36 semester hours)

Course work for the standard license in junior high/middle school education—home economics shall include:

	Semester Hours
(1) Textiles and clothing	6
(2) Consumer education and home management	6
(3) Foods and nutrition, with a minimum of one course in nutrition	9
(4) Housing, equipment and home furnishings	6
(5) Human development, child development, family health and family relations	9

Total 36

The standard or professional license in junior high/middle school education may be extended in subject area coverage upon completion of appropriate endorsements or teaching minors as described in 530 IAC 2-1-13 [515 IAC 1-1-9]. The coverage of such additions is limited to departmentalized grades 5-9 with the exception of all grade minors in recreation, audiovisual services and school library services which are valid in grades K-12.

Before an addition can be made to the professional

license, the candidate must complete the professionalization course work requirements for the endorsement or teaching minor being added. Candidates are urged to limit all additions to areas which complement and augment the license in junior high/middle school education.

Teacher education institutions are encouraged to develop endorsements and teaching minors that are designed specifically to meet the needs of the junior high/middle school teacher. (*Professional Standards Board; Rule 46, Sec 4; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 183; filed Nov 3, 1981, 12:45 p.m.: 4 IR 2810; filed Apr 19, 1983, 12:31 p.m.: 6 IR 1055; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1829; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)  
*NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-4) to the Indiana State Board of Education (511 IAC 10-1-4) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-4) to the Professional Standards Board (515 IAC 1-1-5) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-6 Secondary education license**

Authority: IC 20-1-1.4-7

Affected: IC 20-6.1-2-1; IC 20-6.1-3-3

Sec. 6. (a) Candidates will be qualified for the standard license in secondary education when they have:

- (1) Received a baccalaureate degree from an institution of higher education accredited to offer programs in teacher education.
- (2) Completed an undergraduate program consisting of a minimum of 124 semester hours structured as follows:

	Semester Hours
(A) General education	40
(i) Humanities (from among the following: literature, grammar, fine arts, foreign language, religion and philosophy, and always including nine (9) semester hours in oral and written expression).	18-22
(ii) Life and physical sciences (from among the following: biology, physics, chemistry, physical geography, geology, astronomy and mathematics).	8-12
(iii) Social and behavioral sciences (from among the following: history, economics, sociology, government, anthropology, psychology and geography).	8-12
(B) Subject matter concentration (see 530 IAC 2-1-13 [515 IAC 1-1-9]).	
(i) Major	36-52

- (ii) Minor (optional) 24  
 (C) Professional education 24

The professional component shall begin early in the student's educational career. Laboratory experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. The professional component shall always include at least nine (9) weeks of full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. The professional education component shall include:

- (i) Foundations of education – This shall develop the basis of the present educational system, the nature of its social impact and future implications as seen through historical, sociological and philosophical foundations of education.  
 (ii) Educational psychology – This shall introduce the student to the field of psychology and include study of the learner as a growing and developing individual from early adolescence through adolescence.  
 (iii) General methodology and organization – This shall develop knowledge about the teaching process, including general methods, instructional media, measurement, curriculum development and organization of the secondary school, and always including techniques to promote individualized and interdisciplinary learning.  
 (iv) Special methods – This shall emphasize the instructional processes appropriate for the age level covered by this license and the subject area of the student's major(s).  
 (v) Sociology of education – Ethnic, cultural and disability awareness.  
 (vi) Classroom management – This shall develop an understanding of legal rights and responsibilities of student and classroom teacher and human relations skills necessary for effective teaching.  
 (vii) Reading – This shall develop understanding of reading problems encountered by secondary students in subject-matter oriented materials (three (3) semester hours).  
 (viii) Laboratory experiences – Specific and continuing pre-student teaching field experiences beginning as soon as possible in the teacher preparation program.  
 (ix) Student teaching – A minimum of nine (9) weeks of full-time student teaching in the secondary school in the subject area of his major.

(D) Electives

The elective component of the teacher preparation program shall provide the teacher education student with opportunity for self-determination of courses

which shall add breadth and/or depth to the undergraduate experience.

(3) Been recommended for licensing by the institution of higher education granting the degree.

(b) Coverage: The teacher licensed in secondary education is eligible to teach the subjects in grades 9-12 unless otherwise indicated.

(c) Renewal: The standard license in secondary education may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The standard license in secondary education may be professionalized when the holder has:

(1) Completed five (5) years of teaching experience in accredited schools at the level covered by the license and subsequent to the issuance of the standard license.

(2) Completed an appropriate master's degree from an institution regionally accredited to offer graduate degrees.

(3) Completed six (6) semester hours of professional education at the graduate level at an institution regionally accredited to offer graduate programs in professional education.

(4) Completed appropriate course work in the major, minor and/or endorsement areas. Such course work must be completed at an institution regionally accredited to offer graduate programs in the area being professionalized. (Note: Professionalization requirements for each major, minor and endorsement area are itemized in 530 IAC 2-1-13 [515 IAC 1-1-9].)

(5) Been recommended for the professional license by the institution granting the master's degree.

Secondary additions. The standard or professional license in secondary education may be extended in coverage upon completion of appropriate endorsements or teaching minors as described in 530 IAC 2-1-13 [515 IAC 1-1-9]. The coverage of such additions is limited to those grades indicated in the coverage statements of the endorsements or teaching minors unless such is not indicated. When grade level limitations are not indicated in the coverage statements of the endorsements or teaching minors, such additions to the license in secondary education shall be valid in grades 9-12. Before an addition can be made to the professional license, the candidate must complete the professionalization course work requirements for the endorsement or teaching minor being added. (*Professional Standards Board; Rule 46, Sec 5; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 188; filed Nov 3, 1981, 12:45 p.m.: 4 IR 2813; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1832; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-5) to the Indiana State Board of Education

(511 IAC 10-1-5) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-5) to the Professional Standards Board (515 IAC 1-1-6) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-7 Senior high, junior high and middle school; standard education license

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-2; IC 20-6.1-3

Sec. 7. (a) Candidates qualify for a standard license in senior high, junior high and middle school education when they:

- (1) hold a baccalaureate degree from an institution of higher education accredited to offer programs in teacher education; and
- (2) have been recommended for a license by the institution of higher education that granted the degree; and
- (3) have completed an undergraduate program consisting of a minimum of 124 semester hours as follows:

Semester Hours

- |  |       |
|--|-------|
| (A) General education  | 40    |
| (i) Humanities (from among the following: literature, grammar, fine arts, foreign language, religion and philosophy, and always including nine (9) semester hours in oral and written expression). | 18-22 |
| (ii) Life and physical sciences (from among the following: biology, physics, chemistry, physical geography, geology, astronomy, and mathematics).  | 8-12  |
| (iii) Social and behavioral sciences (from among the following: history, economics, sociology, government, anthropology, psychology, and geography).   | 8-12  |

(B) Subject matter concentration (see 511 IAC 10-1-8 [515 IAC 10-1-9]).

- |                            |       |
|----------------------------|-------|
| (i) Major                  | 36-52 |
| (ii) Minor (optional)      | 24    |
| (C) Professional education | 27    |

The professional component shall begin early in the student's educational career. Laboratory or field experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. The professional component must always include at least ten (10) weeks of full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. The professional education component shall include:

- (i) Foundations of education, which shall develop the basis of the present educational system, the

nature of its social impact and future implications as seen through historical, sociological and philosophical foundations of education.

(ii) Educational psychology, which shall introduce the student to the field of psychology and include study of the learner as a growing and developing individual from early adolescence through adolescence.

(iii) General methodology and organization, which shall develop knowledge about the teaching process, including general methods, instructional media, measurement, curriculum development and organization of the senior high, junior high and middle school and techniques to promote individualized and interdisciplinary learning.

(iv) Special methods, which shall emphasize the instructional processes appropriate for the age level covered by this license and the subject area of the student's major.

(v) Sociology of education, which shall emphasize ethnic, cultural and disability awareness.

(vi) Classroom management, which shall develop an understanding of legal rights and responsibilities of student and teacher, models and procedures for discipline, and human relations skills necessary for effective teaching.

(vii) Three (3) semester hours of reading, which shall develop an understanding of reading problems encountered by senior high, junior high, and middle school students in subject-matter oriented materials.

(viii) Laboratory or field experiences, which shall include specific and continuing pre-student teaching field or laboratory experiences beginning as soon as possible in the teacher preparation program. Experiences must be with the levels of senior high school and junior high or middle school.

(ix) Student teaching, which must consist of a minimum of ten (10) weeks full-time student teaching at an accredited school at the senior high, junior high or middle school level in the subject area.

#### (D) Electives

(b) Coverage: The teacher is eligible to teach the subjects on the license at the senior high, junior high and middle school grade levels.

(c) Renewal: The standard license in senior high, junior high and middle school may be renewed as specified in 511 IAC 10-3-1 [515 IAC 1-3-1].

(d) Professionalization: The standard license in senior high, junior high and middle school may be professionalized when the holder has:

(1) Completed five (5) years of teaching experience in accredited schools at the level and in one or more areas on the license.

(2) Completed an appropriate master's degree from an institution accredited by the state or a regional accrediting association to offer graduate degrees.

(3) Completed six (6) semester hours of professional education coursework at the graduate level at an institution accredited by the state or a regional accrediting association to offer graduate programs in education.

(4) Completed appropriate coursework in the major, minor or endorsement areas. The coursework must be completed at an institution accredited by the state or a regional accrediting association to offer graduate programs in the area being professionalized. (Refer to certification patterns for specific requirements.)

(5) Been recommended for the professional license by the institution granting the master's degree.

(e) Additions: The standard or professional license in senior high, junior high and middle school education may be extended in coverage upon completion of appropriate endorsements or minors as described in 511 IAC 10-1 [this rule]. The coverage of these additions is limited to those grades indicated in the coverage statement of the endorsement or minor. When grade level coverage is not indicated, additions to the license are valid in the senior high, junior high and middle school grade levels. Before an addition can be made to the professional license, the candidate must complete professionalization requirements for the endorsement or minor being added.

(f) Candidates who hold or are eligible for the following licenses are also eligible for a senior high, junior high and middle school license under the following conditions:

(1) Candidates who hold or are eligible for a junior high/middle school (5-9) standard or professional license are eligible for a senior high, junior high and middle school license if they have completed the necessary coursework for a secondary major in the subject area.

(2) Candidates who hold or are eligible for a secondary standard or professional license are eligible for a senior high, junior high and middle school license if they have the equivalent of one (1) semester full-time teaching experience at the junior high/middle school level at an accredited school prior to July 1, 1989.

(Professional Standards Board; 515 IAC 1-1-7; filed Jul 17, 1987, 1:45 p.m.: 10 IR 2672; errata, 11 IR 799; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529)  
NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-5.5) to the Professional Standards Board (515 IAC 1-1-7) by P.L.46-1992,

SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-8 All grade education license

Authority: IC 20-1-1.4-7

Affected: IC 20-1-1-6; IC 20-1-6; IC 20-6.1-3-3

Sec. 8. (a) Candidates are qualified for the standard license in all grade education when they have met the following requirements:

(1) Hold a baccalaureate degree from an institution of higher education accredited to offer programs in teacher education.

(2) Have been recommended for a license by the institution of higher education granting the degree.

(3) Have completed an undergraduate program consisting of a minimum of one hundred twenty-four (124) semester hours as follows:

	Semester Hours
(A) General education.	40
(i) Humanities (from among the following: literature, grammar, fine arts, foreign language, religion, and philosophy, and always including nine (9) semester hours in oral and written expression).	18-22
(ii) Life and physical sciences (from among the following: biology, physics, chemistry, physical geography, geology, astronomy, and mathematics).	8-12
(iii) Social and behavioral sciences (from among the following: history, economics, sociology, government, anthropology, psychology, and geography).	8-12
(B) Subject matter concentration (see section 8 of this rule [section 9 of this rule]).	36-52
(C) Professional education.	24

The professional component shall begin early in the student's educational career. Laboratory experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. The professional component must always include at least ten (10) weeks full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. The professional education component must include the following:

(i) Foundations of education, which shall develop the basis of the present educational system, the nature of its social impact, and future implications as seen through historical, sociological, and philosophical foundations of education.

(ii) Education psychology, which shall introduce the student to the field of psychology and include study of the learner as a growing and developing individual from early childhood through adoles

cence.

(iii) General methodology and organization, which shall develop knowledge about the teaching process, including general methods, instructional media, measurement, curriculum development and organization of the elementary and secondary schools, and always including techniques to promote individualized and interdisciplinary learning.

(iv) Special methods, which shall emphasize the instructional processes appropriate for the age levels covered by this license and in the subject area of the student's major.

(v) Sociology of education, which shall include ethnic, cultural, and disability awareness.

(vi) Classroom management, which shall develop understanding of legal rights and responsibilities of student and classroom teacher and human relations skills necessary for effective teaching.

(vii) Reading, which shall develop understanding of reading problems encountered by secondary students in subject-matter oriented materials (three (3) semester hours).

(viii) Laboratory experiences, which must include specific and continuing prestudent teaching field experience beginning as soon as possible in the teacher preparation program.

(ix) Student teaching, which shall consist of a minimum of ten (10) weeks of full-time student teaching experience in an elementary, junior high/middle school, or secondary school in the subject area of the candidate's major.

(D) Electives. 8-24 Semester Hours

(b) An all grade license is available only in the following areas:

- (1) Hearing impaired.
- (2) Music.
- (3) Physical education.
- (4) Recreation.
- (5) School media services.
- (6) Special education.
- (7) Visual arts.

Candidates for an all grade license in special education must meet the requirements of section 8 of this rule [section 9 of this rule].

(c) The teacher licensed in all grade education is eligible to teach the specified all grade subjects in grades K-12.

(d) The standard license in all grade education may be renewed as specified in 511 IAC 10-3-1 and 511 IAC 10-3-4 [515 IAC 1-3-1 and 515 IAC 1-3-2].

(e) The standard license in all grade education may be professionalized when the holder has:

- (1) completed five (5) years of teaching experience in

accredited schools subsequent to the issuance of the standard license;

(2) completed an appropriate master's degree from an institution accredited by a state or a regional accrediting association to offer graduate degrees;

(3) completed six (6) semester hours of professional education at the graduate level at an institution accredited by a state or a regional accrediting association to offer graduate programs in professional education;

(4) completed six (6) semester hours in all grade major at the graduate level at an institution accredited by a state or a regional accrediting association to offer graduate programs in the area being professionalized. Candidates with additional teaching areas and endorsements should refer to section 8 of this rule [section 9 of this rule] for specific professionalization requirements of these other areas; and

(5) been recommended for the professional license by the institution granting the master's degree.

(f) The standard or professional license in all grade education may be extended in coverage upon the completion of appropriate endorsements or teaching minors as described in section 8 of this rule [section 9 of this rule].

(g) All additions to the all grade license other than all grade majors will have coverage in senior high, junior high, and middle school grade levels with the following exceptions:

(1) K-12 coverage for the all grade minors in audiovisual services, library services, and recreation.

(2) K-12 coverage for the all grade major or minor in hearing impaired.

(3) When the all grade major is special education, the endorsement or teaching minor is valid in grades K-12 in the area of exceptionality covered by the special education major.

(h) Before an addition can be made to the professional license, the candidate must complete the professionalization course work requirements for the endorsement or teaching minor being added. (*Professional Standards Board; Rule 46, Sec 6; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 191; filed Nov 3, 1981, 12:45 p.m.: 4 IR 2815; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1834; filed Jul 17, 1987, 1:45 p.m.: 10 IR 2674; errata, 11 IR 799; filed Dec 13, 1988, 5:00 p.m.: 12 IR 1193; filed Sep 20, 1990, 3:25 p.m.: 14 IR 281; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-6) to the Indiana State Board of Education (511 IAC 10-1-6) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-6) to the Professional Standards Board (515 IAC 1-1-8) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-9 Teaching areas and endorsements****Authority:** IC 20-1-1.4-7**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 9. The teaching areas and endorsements included in 530 IAC 2-1-14–530 IAC 2-1-54 [515 IAC 1-1-10 through 515 IAC 1-1-58] are designed primarily to be added to licenses with the basic preparation in secondary or all grade education. For this reason, it is assumed that most candidates will have completed the general education and professional education requirements in either secondary or all grade education as outlined in 530 IAC 2-1-5 [515 IAC 1-1-6] and 530 IAC 2-1-6 [515 IAC 1-1-8].

Several of the teaching areas and endorsements listed may be appropriately added to a teaching license with the basic preparation in early childhood, kindergarten-primary, elementary or junior high/middle school education. Candidates are, however, encouraged to limit such additions to those areas which complement or augment the basic preparation level of the license. (*Professional Standards Board; 515 IAC 1-1-9; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1835; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-13) to the Indiana State Board of Education (511 IAC 10-1-8) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-8) to the Professional Standards Board (515 IAC 1-1-9) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-10 Bilingual and bicultural endorsement (12 semester hours)****Authority:** IC 20-1-1.4-7**Affected:** IC 20-1-1; IC 20-1-6; IC 20-6.1-3; IC 20-10.1-5.5

Sec. 10. This endorsement recognizes the holder's ability to teach areas listed on the standard or professional license in a bilingual and/or bicultural setting.

(a) The candidate for the bilingual and bicultural endorsement must:

- (1) show oral and written proficiency in the target language; and
- (2) complete twelve (12) semester hours of course work distributed over the following areas:
  - (A) methods of instruction in bilingual and bicultural education; and
  - (B) development of bilingual and bicultural programs; and
  - (C) culture of the bilingual target language group.

(b) Coverage: This endorsement certifies the holder's proficiency to teach the subject area and/or grade levels specified on his license to students whose ethnic and/or

cultural background is the same as speakers of the target language.

(c) Professionalization: This endorsement becomes professionalized when the holder has completed three (3) semester hours of graduate credit related to the culture of the target language group and has met the professionalization requirements for the basic preparation level of the standard license.

(d) A bilingual and bicultural endorsement is not a requirement for teaching classes in bilingual and bicultural education. (*Professional Standards Board; 515 IAC 1-1-10; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1836; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1255; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-14) to the Indiana State Board of Education (511 IAC 10-1-9) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-9) to the Professional Standards Board (515 IAC 1-1-10) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-11 Business education major (36 to 42 hours)****Authority:** IC 20-1-1.4-7**Affected:** IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 11. (a) The candidate for the business education major must complete a basic core of subject matter and a concentration in one (1) of the following:

- (1) Basic business, bookkeeping/accounting.
- (2) Clerical.
- (3) Secretarial.

In addition, the candidate may elect to endorse the license with data processing and/or vocational education.

(b) The basic core of subject matter shall total twenty-four (24) semester hours distributed over the following:

- (1) Accounting.
- (2) Business law, marketing, and finance.
- (3) Business organization and management.
- (4) Economics.

(c) Concentrations are as follows:

(1) For business education—basic business and bookkeeping/accounting, twelve (12) semester hours distributed over the following subject areas:

- (A) Accounting (above that required in basic core).
- (B) Economics (above that required in basic core).
- (C) Business communications.
- (D) Office administration.

(2) For business education—clerical, twelve (12) semester hours distributed over the following subject areas:

- (A) Typewriting (must include advanced level

course).

(B) Office administration.

(C) Business machines and records management.

(3) For business education–secretarial, eighteen (18) semester hours distributed over the following subject areas:

(A) Typewriting (must include advanced level course).

(B) Shorthand (must include advanced level course).

(C) Office administration.

(D) Business machines and records management.

(d) The holder of the business education major is eligible to teach all business courses, regardless of the area of concentration, in grades 6 through 12 when the basic preparation level is secondary education.

	Concentrations		
	1	2	3
Basic and/or general business	X	X	X
Bookkeeping/accounting	X		
Business communications	X	X	X
Business economics	X		
Business law	X	X	X
Business mathematics	X	X	X
Business and office machines, filing		X	X
Business principles, organization, and management	X	X	X
Consumer economics	X	X	X
Economic geography	X	X	X
Office procedures and practices		X	X
Record keeping	X	X	X
Salesmanship	X	X	X
Shorthand I and II			X
Typewriting		X	X

(e) A person holding a license under this section is eligible to submit the license to the division of teacher certification and receive a license that reads: Business Education. All licenses issued under this section after the effective date of this amendment, whether original, renewal, duplicate, or professional, shall read: Business Education.

(f) This major may be professionalized when the candidate has completed six (6) semester hours in business education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(g) In order to receive a license under this section, applicants must complete all course work requirements for certification by September 1, 1994. After that date, applicants for a license in business education must complete requirements under section 10.5 of this rule

*[section 12 of this rule]. (Professional Standards Board; 515 IAC 1-1-11; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1836; filed Jan 31, 1992, 12:00 p.m.: 15 IR 1002; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-15) to the Indiana State Board of Education (511 IAC 10-1-10) by P.L.20-1094, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-10) to the Professional Standards Board (515 IAC 1-1-11) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-12 Business education major (51 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 12. (a) The candidate for the business education major must complete the following requirements:

(1) Twenty-four (24) semester hours of core subject matter to include each of the following:

- (A) Accounting.
- (B) Business law.
- (C) Business organization and management.
- (D) Economics.
- (E) Finance.
- (F) Marketing.

(2) Twenty-seven (27) semester hours of business education course work to include each of the following:

- (A) Accounting, which, including the course work in subdivision (1), should total nine (9) semester hours.
- (B) Business communications.
- (C) Computer concepts and applications, which must total at least six (6) semester hours.
- (D) Economics, which, including the course work in subdivision (1), should total nine (9) semester hours.
- (E) Keyboarding applications/production, which must include an advanced level course.
- (F) Office administration and technology.

(b) The holder of the business education major is eligible to teach all business courses, except shorthand and vocational business, at all levels.

(c) To teach shorthand, the business education major must complete the Shorthand/Notehand Endorsement. The endorsement is six (6) semester hours, which must include an advanced level symbol or alpha writing course and methods of teaching shorthand/notehand.

(d) The business education major may be professionalized when the candidate has completed six (6) semester hours in business education at the graduate level and has met the professionalization requirements

for the basic preparation level of the standard license. The shorthand/notehand endorsement does not require additional hours for professionalization. (*Professional Standards Board; 515 IAC 1-1-12; filed Jan 31, 1992, 12:00 p.m.: 15 IR 1003; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-10.5) to the Professional Standards Board (515 IAC 1-1-12) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-13 Business education endorsements

Authority: IC 20-1-1.4-7

Affected: IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 13. (a) Data processing: Six (6) semester hours over the following subject areas (may be added only to a license carrying a business education major):

- (1) Business data processing.
- (2) Program analysis, design and laboratory experiences.

Coverage: The holder of data processing endorsement is eligible to teach all data processing and computer science courses.

Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in business data processing or related areas at the graduate level and has met the professionalization requirements for business education.

(b) Vocational business: The candidate for the vocational business endorsement must hold the business education license and complete the following course work:

	Semester Hours
(1) Principles, philosophy, organization and coordination of vocational education	3
(2) Organization and management of an intensive office laboratory and/or in-school business laboratory	2
(3) Techniques of coordinating cooperative education	2
(4) In addition to the above course work, the candidate for this endorsement must have completed two (2) years of full-time teaching experience and 1,000 clock hours of successful office related employment or 500 clock hours of supervised work in an office-related occupational field under an approved teacher training program or a combination equivalent thereto.	

Coverage: The holder of the vocational business endorsement is eligible to teach state approved vocational subjects in business education, organize and manage an intensive office laboratory and/or in-school business laboratory and coordinate a cooperative program with students from all office occupational areas and to coordinate an interdisciplinary cooperative education program.

Professionalization: This endorsement may be professionalized when the candidate has completed three

(3) semester hours in principles, philosophy, organization and coordination of vocational education at the graduate level and has met the professionalization requirements for the business education major. (*Professional Standards Board; 515 IAC 1-1-13; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1837; errata, 7 IR 2547; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-16) to the Indiana State Board of Education (511 IAC 10-1-11) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-11) to the Professional Standards Board (515 IAC 1-1-13) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-14 Coaching endorsement\* (15 semester hours)

Authority: IC 20-1-1.4-7

Affected: IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 14. (a) Course work shall include:

- (1) Medical aspects of athletics.
- (2) Principles and problems of coaching.
- (3) Theory and techniques of coaching.
- (4) Kinesiological foundations.
- (5) Physiological foundations.

(b) Coverage: The holder of the coaching endorsement is eligible to coach any sport except swimming in grades K-12. A swimming coach must also hold a water safety instructor's license or its equivalent.

(c) Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours (exclusive of hours which apply toward content areas) in related areas at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

\*The coaching endorsement is not required for coaching in Indiana. Individuals who plan to coach are, however, strongly encouraged to complete requirements for this endorsement. (*Professional Standards Board; 515 IAC 1-1-14; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1837; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-17) to the Indiana State Board of Education (511 IAC 10-1-12) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-12) to the Professional Standards Board (515 IAC 1-1-14) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-15 Computer endorsement (12 semester hours)

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 15. (a) Coursework shall include:

- (1) Introduction to computer literacy—this shall develop a basis for understanding the architecture of a computer, particularly the microcomputer, evaluating software and hardware as it applies in the classroom.
- (2) Fundamentals of languages—this shall introduce the candidate to the field of computer science languages with special attention given to the understanding of BASIC/LOGO. PASCAL is also a desirable language.
- (3) Computer-based teaching methods—this shall introduce the candidate to methodologies appropriate to computer related and computer assisted education.
- (4) Relationship of computers to other disciplines—this shall provide the candidate with opportunities to understand and develop the application of computer technology to other disciplines.

(b) Coverage: The holder of the computer endorsement is eligible to teach a survey computer literacy course or serve as a building level computer advisor.

(c) Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours of computer science at the upper division level and has met the professionalization requirements for the basic preparation level of the standard license.

The computer endorsement is not required for teaching classes in computer literacy. Individuals who plan to teach computer literacy courses are, however, strongly encouraged to complete requirements for this endorsement. (*Professional Standards Board; 515 IAC 1-1-15; filed Mar 13, 1984, 2:00 p.m.: 7 IR 1244; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-17.5) to the Indiana State Board of Education (511 IAC 10-1-13) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-13) to the Professional Standards Board (515 IAC 1-1-15) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-16 Conservation and environmental studies minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-6.1-3

Sec. 16. (a) Course work shall include twenty-four (24) semester hours of the following:

- (1) Introduction to natural resources, including:
  - (A) interrelationships of minerals, air, water, soil, plants, outdoor recreation and human resources;

(B) relationship of the various disciplines to environmental conservation; and

(C) consideration of contemporary environmental problems.

- (2) Biological sciences—including ecological relationships.
- (3) Earth science.
- (4) Economics, political sciences and sociology, including a study of population and demography.
- (5) Special resources areas—including basic resource areas, outdoor recreation and resource management.
- (6) Related electives.

Courses counting toward this license may include courses required for other areas of licensure.

(b) Coverage: The holder of the conservation and environmental studies minor is eligible to teach environmental science at the basic preparation level of the license.

(c) Professionalization: This minor may be professionalized when the candidate has completed six (6) semester hours in conservation and environmental studies at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) A conservation and environmental studies minor is not a requirement for teaching courses in conservation and environmental science. (*Professional Standards Board; 515 IAC 1-1-16; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1838; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1256; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-18) to the Indiana State Board of Education (511 IAC 10-1-14) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-14) to the Professional Standards Board (515 IAC 1-1-16) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-17 Driver and traffic safety education endorsement (12 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 17. (a) Course work shall include:

- (1) General safety.
- (2) Behind-the-wheel instruction, including laboratory and classroom experiences.
- (3) Simulators and/or multiple car driving range instruction.
- (4) Traffic safety.

The candidate for the driver and traffic safety education endorsement must hold a valid Indiana public

passenger chauffeur's license at the time of application for this endorsement.

If the holder of this endorsement has judiciary limitations placed upon his driver's license, the endorsement is subject to review by the teacher training and licensing commission.

(b) Coverage: The holder of the driver and traffic safety education endorsement is eligible to teach driver education in the classroom and give behind-the-wheel instruction.

(c) Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in driver and traffic safety education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-17; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1838; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-19) to the Indiana State Board of Education (511 IAC 10-1-15) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-15) to the Professional Standards Board (515 IAC 1-1-17) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-18 English major (36 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 18. (a) Course work shall include:

- (1) Advanced composition—This includes creative and expository writing.
- (2) Linguistics—This includes the nature and structure of language as well as the study of dialects, semantics and history of the English language.
- (3) Literature—This includes a balance of all types: American, world, comparative and minority group.
- (4) Communications—This includes reading, radio, film, television, news media and oral communication.
- (5) Related electives.

(b) Coverage: The holder of the English major is eligible to teach English courses in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in English at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-18; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1838; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commis-

ion on Teacher Training and Licensing (530 IAC 2-1-20) to the Indiana State Board of Education (511 IAC 10-1-16) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-16) to the Professional Standards Board (515 IAC 1-1-18) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-19 English minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 19. (a) Course work shall include:

- (1) Advanced composition—This includes creative and expository writing.
- (2) Linguistics—This includes the nature and structure of language as well as the study of dialects, semantics and history of the English language.
- (3) Literature—This includes a balance of all types: American, world, comparative and minority group.
- (4) Communications—This includes reading, radio, film, television, news media and oral communication.

(b) Coverage: The holder of the English minor is eligible to teach English courses in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: This minor may be professionalized when the candidate has completed twelve (12) semester hours in English, six (6) of which must be at the graduate level, and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-19; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1839; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-21) to the Indiana State Board of Education (511 IAC 10-1-17) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-17) to the Professional Standards Board (515 IAC 1-1-19) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-20 English as a second language (all-grade minor—24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 20. (a) Coursework shall include:

- (1) GENERAL LINGUISTICS AND ENGLISH LINGUISTICS—This includes the nature of language, its systematic organization, variation and change, and the oral and written structure of English.
- (2) PSYCHOLINGUISTICS AND

**SOCIOLINGUISTICS**—This includes language acquisition processes and basic socio-cultural variables in language use and language learning.

(3) **CULTURE AND SOCIETY**—This includes the elements of socio-cultural systems and cultural pluralism in American society.

(4) **LITERATURE**—This includes at least one course in Children's and/or Adolescent Literature.

(5) **METHODS AND MATERIALS**—This includes current practices and strategies to enhance the learning of ESL students, selection of curricular activities and materials for teaching ESL students, and techniques of evaluation of progress.

(6) Practicum in English as a Second Language setting.

(b) Coverage: The holder of the all-grade ESL minor is eligible to teach English as a Second Language (ESL) in grades K-12.

(c) Professionalization: The minor may be professionalized when the candidate has completed twelve (12) semester hours from at least two (2) of the following areas: linguistics, language, literature, or ESL, six (6) of which must be at the graduate level. Further, the candidate must meet the professionalization requirements for the basic preparation level of the standard license.

This minor can be added to holders of a Standard/Professional License.

The English as a Second Language (ESL) certification is not required for teaching ESL students in Indiana. Individuals who plan to teach in this area are strongly encouraged to complete the certification pattern. (*Professional Standards Board; 515 IAC 1-1-20; filed Oct 7, 1985, 3:44 p.m.: 9 IR 213; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-17.5) to the Professional Standards Board (515 IAC 1-1-20) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-21 Ethnic and cultural studies minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-1-6; IC 20-6.1-3; IC 20-10.1

Sec. 21. (a) Course work shall include twenty-four (24) semester hours in the following:

- (1) History of minorities in America.
- (2) Ethnic literature, folklore and arts.
- (3) Contemporary ethnic group relations and problems from sociological, political and economic viewpoints.
- (4) Teaching ethnic studies.
- (5) Related electives.

The intent of this pattern is to give the holder a broad view of the multi-ethnic nature of American society and

of contributions of the ethnic groups to that society.

(b) Coverage: The holder of the ethnic and cultural studies minor is eligible to teach any course at the basic preparation level of the license which places major emphasis on ethnic and cultural concerns in the United States.

(c) Professionalization: This minor may be professionalized when the candidate has completed six (6) semester hours in courses related to ethnic and cultural studies at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) An ethnic and cultural studies minor is not a requirement for teaching courses in ethnic and cultural studies. (*Professional Standards Board; 515 IAC 1-1-21; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1839; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1256; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-22) to the Indiana State Board of Education (511 IAC 10-1-18) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-18) to the Professional Standards Board (515 IAC 1-1-21) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-22 Family life education minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-6.1-3; IC 20-10.1

Sec. 22. (a) Course work shall include twenty-four (24) semester hours in the following:

- (1) Human growth and development—This includes physical, mental, nutritional and general principles from birth through adolescence.
- (2) The family—This includes dynamics of the family, members' roles, social development in family life, comparative family systems, family relations affected by social, economic, religious conditions, family business management, decision-making and consumer buying.
- (3) Human sexuality—This includes human physiology, sex roles and preparation for marriage.
- (4) Problems of family groups—This includes a practicum.
- (5) Related electives.

(b) Coverage: The holder of the family life education minor is eligible to teach family life education at the basic preparation level of the license.

(c) Professionalization: This minor may be professionalized when the candidate has completed six (6) semester hours in family life education at the graduate

level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) A family life education minor is not a requirement for teaching courses in family life education. (*Professional Standards Board; 515 IAC 1-1-22; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1839; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1256; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-23) to the Indiana State Board of Education (511 IAC 10-1-19) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-19) to the Professional Standards Board (515 IAC 1-1-22) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-23 Foreign language major (36 semester hours) or minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 23. The candidate must present competence equivalent to two (2) years of high school foreign language and only work above that level may apply toward licensing.

(a) Course work shall include:

	MAJOR	MINOR
(1) Language—Conversation, composition and the study of the oral and written structure of the language.	X	X
(2) Literature—Classical and contemporary.	X	X
(3) Culture and civilization—Knowledge of formal culture (civilization) and knowledge of the “lifeway” of the people in the cultures being studied.	X	X
(4) Related electives.	X	

(b) Coverage: The holder of the foreign language major or minor is eligible to teach the specified language in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: The major may be professionalized when the candidate has completed six (6) semester hours of the specified foreign language at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

This minor may be professionalized when the candidate has completed twelve (12) semester hours in the specified foreign language, six (6) of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-23; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1839;*

*readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-24) to the Indiana State Board of Education (511 IAC 10-1-20) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-20) to the Professional Standards Board (515 IAC 1-1-23) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-24 Gifted and talented all grade endorsement (12 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 24. (a) Course work shall include:

(1) The psychology and education of gifted and talented children.

(A) This area shall develop a philosophy toward education of the gifted and talented and provide an understanding of the characteristics and problems associated with types of giftedness. These types of giftedness should include, but may not be limited to, the following: (a) intellectual, (b) academic, (c) creative, (d) artistic and (e) leadership.

(B) Identification and selection strategies including both formal and informal methods shall be stressed. Guidance activities directed at the gifted and talented students shall be included.

(2) Program and curriculum development, management, and evaluation. This area shall examine various models and include procedures for:

administration of gifted programs  
curriculum development

evaluation of programs and student progress

dissemination of information to teachers, administrators, and community

orientation of teachers in gifted and talented programs

(3) Instructional materials, methods, and processes. This area shall include strategies to enhance the evaluation and selection of curriculum experiences, materials, and resources for teaching the various types of gifted and talented students. Processes, techniques, and methods appropriate for enhancing educational experiences for gifted and talented students shall be emphasized.

(4) Practicum in gifted and talented education.

(b) Coverage: The holder of the gifted and talented all grade endorsement is eligible to teach in gifted and talented programs in all grades.

(c) Professionalization: This endorsement will be professionalized when the candidate has completed three

(3) semester hours of graduate coursework in gifted and talented education and has met the professionalization requirements for the basic preparation level of the standard license.

The gifted and talented endorsement is not required for teaching classes in gifted and talented in Indiana. Individuals who plan to teach in gifted and talented programs are, however, strongly encouraged to complete requirements for this endorsement. (*Professional Standards Board; 515 IAC 1-1-24; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1840; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-25) to the Indiana State Board of Education (511 IAC 10-1-21) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-21) to the Professional Standards Board (515 IAC 1-1-24) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-25 Health and safety major (36 semester hours) or minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 25. (a) Course work shall include:

	MAJOR	MINOR
(1) Biological sciences—This includes human biology, bacteriology, human growth and development and genetics.	X	X
(2) Health and safety—These courses should direct their attention to the mental and physical health of the individual of all ages and in all units of society, resources, administration, nutrition, hygiene, driver safety, first aid, environmental health and consumer education.	X	X
(3) Social problems—These courses should direct their attention to drugs, environment, traffic safety, geographic health and community involvement.	X	X
(4) Professional areas—This should include school health, public health and health service.	X	X
(5) Related electives.	X	

(b) Coverage: The holder of the health and safety major is eligible to teach all health and safety, and alcohol education in grades 7-12 when the basic preparation level is secondary education.

The holder of the health and safety minor is eligible to teach health, safety and alcohol education in grades 7-12 when the basic preparation level is secondary education.

(c) Professionalization: The major may be professionalized when the candidate has completed six

(6) semester hours in health and safety at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

This minor may be professionalized when the candidate has completed twelve (12) semester hours in health and safety, six of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-25; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1840; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-26) to the Indiana State Board of Education (511 IAC 10-1-22) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-22) to the Professional Standards Board (515 IAC 1-1-25) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-26 Hearing impaired all grade major (36 semester hours) or minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 26. (a) Course work shall include the following:

	MAJOR	MINOR
(1) Foundations (history, guidance, and psychology of the deaf).	X	X
(2) Speech science and audiology.	X	X
(3) Language communication.	X	X
(4) Student teaching the hearing impaired.	X <sup>1</sup>	X <sup>2</sup>
(5) Related electives.	X	X

<sup>1</sup>May apply toward professional education but must be replaced with other courses in this area of exceptionality.

<sup>2</sup>Must be completed in addition to the student teaching required in the professional component of the teaching major.

(b) The holder of the hearing impaired all grade major and minor is eligible to teach hearing impaired children in grades K-12.

(c) The all grade major may be professionalized when the candidate has completed six (6) semester hours in hearing impaired at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) The all grade minor may be professionalized when the candidate has completed twelve (12) semester hours in hearing impaired, six (6) of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-26; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1841; filed Sep 20, 1990, 3:25 p.m.: 14 IR 283; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred

from the Commission on Teacher Training and Licensing (530 IAC 2-1-27) to the Indiana State Board of Education (511 IAC 10-1-23) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-23) to the Professional Standards Board (515 IAC 1-1-26) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-27 Journalism major (36 semester hours) or minor (24 semester hours)**

Authority: IC 20-1-1.4-7

Affected: IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 27. (a) Course work shall include:

	MAJOR	MINOR
(1) Mass communications media and/or communication theory.	X	X
(2) Journalistic writing, basic and advanced.	X	X
(3) Editing.	X	X
(4) School publications.	X	X
(5) Advertising and/or management.	X	X
(6) Photography and/or graphics.	X	X
(7) Related electives.	X	

(b) Coverage: The holder of the journalism major or minor is eligible to teach journalism in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: The major may be professionalized when the candidate has completed six (6) semester hours in journalism at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

This minor may be professionalized when the candidate has completed twelve (12) semester hours in journalism, six (6) of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-27; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1841; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-28) to the Indiana State Board of Education (511 IAC 10-1-24) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-24) to the Professional Standards Board (515 IAC 1-1-27) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-28 Kindergarten endorsement (15 semester hours)**

Authority: IC 20-1-1.4-7

Affected: IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 28. (a) Candidates will be qualified for the kindergarten endorsement when they hold either the early childhood standard or professional license or the elementary school standard or professional license and have completed fifteen (15) semester hours course work including:

- (1) Subject matter content and skills related to kindergarten-primary instruction.
- (2) Early childhood education.
- (3) Health and nutrition.
- (4) Parent education.
- (5) Activities for the young child.
- (6) Practicum in kindergarten education.

(b) Coverage: The holder of the kindergarten endorsement is eligible to teach kindergarten.

(c) Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in kindergarten education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-28; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1842; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-29) to the Indiana State Board of Education (511 IAC 10-1-25) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-25) to the Professional Standards Board (515 IAC 1-1-28) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-29 Mathematics major (36 semester hours) or minor (24 semester hours)**

Authority: IC 20-1-1.4-7

Affected: IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 29. (a) Course work to include:

	MAJOR	MINOR
(1) Analytic geometry and calculus.	X	X
(2) Abstract and linear algebra.	X	X
(3) Probability and statistics.	X	X
(4) Geometry (including non-Euclidean and transformational).	X	X
(5) Mathematics models, applied mathematics or computer science.	X	
(6) Related electives.	X	

(b) Coverage: The holder of the mathematics major or minor is eligible to teach mathematics in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: The major may be professionalized when the candidate has completed six (6) semester hours in mathematics at the graduate level

and has met the professionalization requirements for the basic preparation level of the standard license.

This minor may be professionalized when the candidate has completed twelve (12) semester hours in mathematics, six (6) of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-29; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1842; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-30) to the Indiana State Board of Education (511 IAC 10-1-26) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-26) to the Professional Standards Board (515 IAC 1-1-29) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-1-30 General mathematics endorsement (15 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 30. It is expected that the candidate will have completed two (2) years of high school algebra and one (1) year of high school geometry.

(a) Coursework shall include:

- |  |                  |
|--|------------------|
| (1) The real number system<br>and its theory               | 3 semester hours |
| (2) Finite mathematics                                     | 3 semester hours |
| (3) Statistics and probability                             | 2 semester hours |
| (4) Foundations of mathematics                             | 2 semester hours |
| (5) Problem solving  | 2 semester hours |
| (6) Methods of teaching<br>mathematics—general mathematics | 2 semester hours |
| (7) Computer science                                       | 1 semester hour  |

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Total 15

(b) Coverage: The holder of the endorsement in general mathematics is eligible to teach in grade 5-12 all arithmetic courses and only those courses in general mathematics which are not used as prerequisites to a standard secondary school mathematics sequence of algebra, geometry, etc. These generally include such terminal courses as general mathematics level I and II, consumer mathematics, business mathematics, shop mathematics, basic mathematics and remedial mathematics.

(c) Renewal: This certificate is valid for five (5) years and may be renewed for a second five (5) years with the completion of six (6) semester hours of mathematics and/or professional education coursework specifically designed to increase the holder's competence in teaching general mathematics. At the end of ten (10) years it may

be renewed for ten (10) year intervals upon completion of six (6) semester hours of mathematics and/or professional education coursework designed to up-date and improve the holder's quality of teaching general mathematics.

(d) General comments: It is expected that new courses will be developed to meet the needs of the students being prepared as general mathematics teachers. Each course must emphasize the elements essential to the teaching of general mathematics. The instruction will also assist the learner in building a body of examples where this type of mathematics is used that will be interesting and understandable to students of general mathematics. In no case would the mere realignment of existing courses be seen as adequate in meeting the needs outlined above for the prospective teachers. (*Professional Standards Board; 515 IAC 1-1-30; filed Mar 29, 1984, 10:27 a.m.: 7 IR 1244; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-30.5) to the Indiana State Board of Education (511 IAC 10-1-27) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-27) to the Professional Standards Board (515 IAC 1-1-30) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-1-31 Motorcycle education endorsement (9 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-6.1-3; IC 20-10.1

Sec. 31. (a) Course work shall include nine (9) semester hours in the following:

- (1) General safety and/or a basic driver and traffic safety education course.
- (2) Classroom experiences, including laboratory, range and on street instruction.
- (3) Traffic safety.

The candidate for the motorcycle education endorsement must hold a motorcycle operator license endorsement on a valid Indiana operator's license.

If the holder of this endorsement has judiciary limitations placed upon his driver's license, the endorsement is subject to review by the teacher training and licensing advisory committee.

(b) Coverage: The holder of the motorcycle education endorsement is eligible to teach motorcycle education in the classroom, give motorcycle driving range and on street instruction.

(c) Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in traffic safety education at the

graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) A motorcycle education endorsement is not a requirement for teaching motorcycle education courses. (*Professional Standards Board; 515 IAC 1-1-31; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1842; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1257; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-31) to the Indiana State Board of Education (511 IAC 10-1-28) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-28) to the Professional Standards Board (515 IAC 1-1-31) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-32 Music all grade area major (52 semester hours); choral, general, and instrumental**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 32. (a) Course work shall include:

- (1) Fundamentals of music, including music theory, literature, history and applied music.
- (2) Experiences in choral, instrumental and general music.
- (3) Courses directed to teaching of music at elementary and secondary levels, use of equipment, evaluation and measurement.
- (4) Related electives.

(b) Coverage: The holder of the music—all grade area major is eligible to teach all music classes in grades K-12 when the basic preparation level is all grade education.

(c) Professionalization: This all grade area major may be professionalized when the candidate has completed six (6) semester hours in music at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-32; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1843; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-32) to the Indiana State Board of Education (511 IAC 10-1-29) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-29) to the Professional Standards Board (515 IAC 1-1-32) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-33 Music all grade major (36 semester hours); choral, general, or instrumental**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 33. (a) Course work shall include:

- (1) Fundamentals of music, including music theory, literature, history and applied music.
- (2) Specialization in choral, general or instrumental music.
- (3) Courses directed to teaching of music at elementary and secondary levels, use of equipment, evaluation and measurement.
- (4) Related electives.

(b) Coverage: The holder of the music—all grade major (choral, general or instrumental) is eligible to teach the designated specialty area in grades K-12 when the basic preparation level is all grade education.

(c) Professionalization: This all grade major may be professionalized when the candidate has completed six (6) semester hours in music at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-33; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1843; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-33) to the Indiana State Board of Education (511 IAC 10-1-30) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-30) to the Professional Standards Board (515 IAC 1-1-33) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-34 Music minor (24 semester hours); choral, general, or instrumental**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 34. (a) Course work shall include:

- (1) Fundamentals of music, including music theory, literature, history and applied music.
- (2) Specialization in choral, general or instrumental music.
- (3) Specialized courses directed to the teaching process, use of equipment, evaluation and measurement.
- (4) Related electives.

(b) Coverage: The holder of the music minor (choral, general or instrumental) is eligible to teach the designated specialty area in grades 7-12 when the basic preparation level of the license is secondary education.

(c) Professionalization: This minor may be professionalized when the candidate has completed twelve (12) semester hours in the concentration area (choral, general or instrumental), six (6) of which must

be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-34; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1843; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-34) to the Indiana State Board of Education (511 IAC 10-1-31) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-31) to the Professional Standards Board (515 IAC 1-1-34) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-35 Physical education all grade major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 35. (a) Course work shall include:

- (1) Philosophy, organization, curriculum, principles and history of physical education.
- (2) Performance foundations and teaching techniques for all age levels of children, including dual, individual and team sports, self-testing and activity direction.
- (3) Human biology, including kinesiology, physiology of exercise, physical growth of school age children K-12 and first aid information.
- (4) Physical education for elementary grades, rhythmic activities, creative dramatics and areas emphasizing activities for elementary children.
- (5) Related electives.

(b) Coverage: The holder of the physical education all grade major is eligible to teach physical education in grades K-12 when the basic preparation level is all grade education. Teachers of swimming must hold the water safety instructor's license or its equivalent.

(c) Professionalization: This all grade major may be professionalized when the candidate has completed six (6) semester hours in physical education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-35; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1843; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-35) to the Indiana State Board of Education (511 IAC 10-1-32) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-32) to the Professional Standards Board (515 IAC 1-1-35) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-36 Physical education major (36 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 36. (a) Course work shall include:

- (1) Philosophy, organization, curriculum, principles and history of physical education.
- (2) Performance foundations and teaching techniques, including dual, individual and team sports, self-testing and activity direction.
- (3) Human biology, including kinesiology, physiology of exercise, physical growth patterns of school age children and first aid information.
- (4) Related electives.

(b) Coverage: The holder of the physical education major is eligible to teach physical education in grades 7-12 when the basic preparation level is secondary education. Teachers of swimming must hold the water safety instructor's license or its equivalent.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in physical education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-36; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1844; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-36) to the Indiana State Board of Education (511 IAC 10-1-33) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-33) to the Professional Standards Board (515 IAC 1-1-36) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-37 Physical education minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 37. (a) Course work shall include:

- (1) Philosophy, organization, curriculum, principles and history of physical education.
- (2) Performance foundations and teaching techniques, including dual, individual and team sports, self-testing and activity direction.
- (3) Human biology, including kinesiology, physiology of exercise, physical growth patterns of school age children and first aid information.

(b) Coverage: The holder of the physical education minor is eligible to teach physical education in grades 7-12 when the basic preparation level is secondary educa-

tion. Teachers of swimming must hold the water safety instructor's license or its equivalent.

(c) Professionalization: This minor may be professionalized when the candidate has completed twelve (12) semester hours in physical education, six (6) of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-37; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1844; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-37) to the Indiana State Board of Education (511 IAC 10-1-34) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-34) to the Professional Standards Board (515 IAC 1-1-37) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-38 Adapted physical education minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3

Sec. 38. (a) Course work shall include twenty-four (24) semester hours in the following:

- |  | Semester Hours |
|--|----------------|
| (1) Adapted physical education, including course work in characteristics of special populations, aspects of Public Law 94-142, curriculum planning and adaptation, behavior management, and assessment procedures.   | 9              |
| (2) Adapted physical education practicum, a supervised learning experience in both mainstreamed and nonmainstreamed [ <i>sic.</i> ] settings involving different types of special learners.  | 3              |
| (3) Special education course work, which surveys the characteristics of different special learners or deals specifically with a certain special population.  | 6              |
| (4) Directed electives, which broaden the understanding of special learners, provide insights regarding an interdisciplinary approach, or enhance the delivery of services for special populations. Examples are: educational psychology, music for the special learner, music for the elementary teacher, and speech therapy. | 6              |

(b) Coverage: Candidates for the adapted physical education minor must hold a valid physical education major or minor license. The holder of the adapted physical education license is eligible to teach adapted physical education at the basic preparation level of the standard license. Aquatic activities require supervision by a water safety instructor or certified life guard.

(c) Professionalization: The minor may be professionalized when the candidate has completed six (6) semester hours in adapted physical education and/or special education and has met the professionalization requirements for the basic preparation level of the standard license.

(d) An adapted physical education minor is not a requirement for teaching adapted physical education classes. (*Professional Standards Board; 515 IAC 1-1-38; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1257; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-34.5) to the Professional Standards Board (515 IAC 1-1-38) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-39 Radio and television major (36 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 39. (a) Course work shall include:

- (1) History, current status and functions of educational/instructional and public broadcasting.
- (2) Planning, writing and producing radio programs for broadcast.
- (3) Planning, writing and producing television and film programs for broadcast and/or CCTV.
- (4) Broadcast law and FCC regulations as they apply to station establishment, operation and license renewal and scientific requirements of broadcasting.
- (5) Station management and programming in public interest, convenience and necessity.
- (6) Presentation and performance skills as applied to broadcast media.
- (7) Mass media and communications in society.

(b) Coverage: The holder of the radio and television major is eligible to teach courses in radio and television in grades 7-12 when the basic preparation level is secondary education and to manage radio and television systems or stations and to operate such if he holds the proper class of FCC license.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in radio and television at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) Endorsement: Vocational radio and television production and programming. The candidate for this endorsement must hold the radio and television major, an appropriate state and national broadcaster's license and complete the following:

- (1) Principles, philosophy, organization and coordina-

tion of vocational education (six (6) semester hours).  
 (2) Work experience of two (2) years or 4,000 clock hours of successful full-time employment in radio and television, or 1,500 clock hours of supervised work in radio and television under an approved teacher training program, or a combination equivalent thereto.

Coverage: The holder of the vocational radio and television endorsement is eligible to teach radio and television in vocational education programs.

Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in principles, philosophy, organization and coordination of vocational education at the graduate level and has met the professionalization requirements for the radio and television major. (*Professional Standards Board; 515 IAC 1-1-39; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1844; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-38) to the Indiana State Board of Education (511 IAC 10-1-35) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-35) to the Professional Standards Board (515 IAC 1-1-39) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-40 Radio and television minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-6.1-3; IC 20-10.1

Sec. 40. (a) Course work shall include twenty-four (24) semester hours in the following:

- (1) History, current status and functions of educational/instructional and public broadcasting.
- (2) Planning, writing and producing radio programs for broadcast.
- (3) Planning, writing and producing television and film programs for broadcast and/or closed-circuit television.
- (4) Broadcast law and Federal Communications Commission regulations as they apply to station establishment, operation, license renewal and scientific requirements of broadcasting.
- (5) Presentation and performance skills as applied to broadcast media.
- (6) Mass media and communications in society.

(b) Coverage: The holder of the radio and television minor is eligible to teach courses in radio and television in grades 7-12 when the basic preparation level is secondary education.

(c) Professionalization: This minor may be professionalized when the candidate has completed twelve (12) semester hours in radio and television, six (6)

of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) A radio and television minor is not a requirement for teaching radio and television classes. (*Professional Standards Board; 515 IAC 1-1-40; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1845; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1258; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-39) to the Indiana State Board of Education (511 IAC 10-1-36) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-36) to the Professional Standards Board (515 IAC 1-1-40) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-41 Reading minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 41. (a) Course work shall include:

(1) A minimum of twelve (12) semester hours in diagnosis and correction of reading disabilities, critical reading skills in the content area and always including a reading practicum.

(2) Literature, linguistics and electives from related areas.

(b) Coverage: The holder of the reading minor is eligible to be a reading teacher at the basic preparation level of the license.

(c) Professionalization: This minor may be professionalized when the candidate has completed six (6) semester hours in reading at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-41; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1845; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-40) to the Indiana State Board of Education (511 IAC 10-1-37) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-37) to the Professional Standards Board (515 IAC 1-1-41) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-42 Recreation all grade major (36 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-6.1-3; IC 20-10.1

Sec. 42. (a) Course work shall include thirty-six (36)

semester hours in the following:

- (1) Philosophy, theory and techniques of recreation.
- (2) Physical activities, sports of all levels, safety and games.
- (3) Crafts, music, dramatics, rhythmic and social activities for all grade levels.
- (4) Nature activities, camping, conservation and ecology.
- (5) Related electives.

(b) Coverage: The holder of the recreation all grade major is eligible to be a recreation leader for all grades when the basic preparation level is all grade education.

(c) Professionalization: This all grade major may be professionalized when the candidate has completed six (6) semester hours in recreation at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) An all-grade recreation major is not a requirement for teaching courses in recreation. (*Professional Standards Board; 515 IAC 1-1-42; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1845; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1258; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-41) to the Indiana State Board of Education (511 IAC 10-1-38) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-38) to the Professional Standards Board (515 IAC 1-1-42) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-43 Recreation all grade minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1; IC 20-6.1-3; IC 20-10.1

Sec. 43. (a) Course work shall include twenty-four (24) semester hours in the following:

- (1) Philosophy, theory and techniques of recreation.
- (2) Physical activities, sports of all levels, safety and games.
- (3) Crafts, music, dramatics, rhythmic and social activities for all age levels.
- (4) Nature activities, camping, conservation and ecology.

(b) Coverage: The holder of the recreation all grade minor is eligible to be a recreation leader for all grades regardless of the basic preparation level of the license.

(c) Professionalization: This all grade minor may be professionalized when the candidate has completed twelve (12) semester hours in recreation, six (6) of which must be at the graduate level, and has met the professionalization requirements for the basic preparation

level of the standard license.

(d) An all-grade recreation minor is not a requirement for teaching courses in recreation. (*Professional Standards Board; 515 IAC 1-1-43; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1846; filed Dec 2, 1987, 11:31 a.m.: 11 IR 1258; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-42) to the Indiana State Board of Education (511 IAC 10-1-39) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-39) to the Professional Standards Board (515 IAC 1-1-43) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-44 School media services all grade major (36 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 44. (a) Course work shall include:

- (1) Selection, utilization and evaluation of instructional materials.
- (2) Preparation of instructional materials.
- (3) Cataloging and classification of instructional materials.
- (4) Organization and administration of school media centers, including practicum.
- (5) Basic reference sources and bibliography.
- (6) Related electives from both print and nonprint type media courses.

(b) Coverage: The holder of the school media services all grade major is eligible to serve in libraries, audiovisual centers and joint centers for all grades.

(c) Professionalization: This all grade major may be professionalized when the candidate has completed six (6) semester hours in school media services at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-44; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1846; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-43) to the Indiana State Board of Education (511 IAC 10-1-40) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-40) to the Professional Standards Board (515 IAC 1-1-44) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-45 Audiovisual services all grade minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 45. (a) Course work shall include:

- (1) Selection, utilization and evaluation of instructional materials.
- (2) Preparation of instructional materials.
- (3) Organization and administration of school media centers.
- (4) Related electives.

(b) Coverage: The holder of the audiovisual services all grade minor is eligible to serve in audiovisual centers in all grades.

(c) Professionalization: This all grade minor may be professionalized when the candidate has completed twelve (12) semester hours in library services, six (6) of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. Upon professionalization, the holder is eligible to serve in both libraries and audiovisual centers in all grades. (*Professional Standards Board; 515 IAC 1-1-45; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1846; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-44) to the Indiana State Board of Education (511 IAC 10-1-41) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-41) to the Professional Standards Board (515 IAC 1-1-45) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-46 Library services all grade minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 46. (a) Course work shall include:

- (1) Selection, utilization and evaluation of instructional materials.
- (2) Cataloging and classification of instructional materials.
- (3) Basic reference sources and bibliography.
- (4) Organization and administration of school media centers including practicum.
- (5) Related electives.

(b) Coverage: The holder of the library services all grade minor is eligible to be a librarian in all grades.

(c) Professionalization: This all grade minor may be professionalized when the candidate has completed twelve (12) semester hours in audiovisual services, six (6) of which must be at the graduate level and has met the professionalization requirements for the basic prepa-

ration level of the standard license. Upon professionalization, the holder is eligible to serve in both libraries and audiovisual centers in all grades. (*Professional Standards Board; 515 IAC 1-1-46; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1847; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-45) to the Indiana State Board of Education (511 IAC 10-1-42) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-42) to the Professional Standards Board (515 IAC 1-1-46) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-47 Science major (51 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 47. (a) Science licensing requires selection of at least one (1) primary area and one (1) supporting area from the following: biology, chemistry, earth space science, general science, mathematics, physical science and physics.

(1) Candidates must complete the general requirements listed and meet the requirements in the primary and supporting areas as indicated.

(2) General requirements 12 Semester Hours

These courses shall be broadly based to provide a background in biology, chemistry, earth space science and physics. The course work should be coordinated to emphasize as many relationships as possible. Every attempt should be made to include concepts relating to the physical environment, the social environment and human nutrition, including physiological and psychological effects of drugs in either this section or the primary or supporting area.

Areas	Semester Hours	
	Primary	Supporting
(A) Biology	24	15
(B) Chemistry	24	15
(C) Earth Space Science (Courses distributed among geology, meteorology, geography, astronomy and oceanography)	24	15
(D) General Science (Courses distributed among biology, chemistry, physics, and earth space science)	24	15
(E) Math	24	15
(F) Physical Science (Courses distributed among chemistry, earth space science and physics)	24	15
(G) Physics	24	15

(b) Coverage: The holder of the science major is eligible to teach the primary and supporting areas specified in grades 9-12 when the basic preparation level is

secondary education.

(c) Professionalization: The primary area of this major may be professionalized when the candidate has completed six (6) semester hours in the primary area at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

The supporting area of this major may be professionalized when the candidate has completed nine (9) semester hours of work in the supporting area at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-47; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1847; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-46) to the Indiana State Board of Education (511 IAC 10-1-43) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-43) to the Professional Standards Board (515 IAC 1-1-47) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-48 Science minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 48. (a) Candidates for the science minor must complete twenty-four (24) semester hours of course work in one of the following areas:

- (1) Biology
- (2) Chemistry
- (3) Earth Space Science  
(Courses distributed among geology, meteorology, geography, astronomy and oceanography)
- (4) General Science  
(Courses distributed among biology, chemistry, physics and earth space science)
- (5) Math (see Mathematics Minor)
- (6) Physical Science  
(Courses distributed among chemistry, earth space science and physics)
- (7) Physics

(b) Coverage: The holder of the science minor is eligible to teach the specified area in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: This minor may be professionalized when the candidate has completed twelve (12) semester hours in science covering three (3) areas and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-48; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1847; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from

*the Commission on Teacher Training and Licensing (530 IAC 2-1-47) to the Indiana State Board of Education (511 IAC 10-1-44) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-44) to the Professional Standards Board (515 IAC 1-1-48) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-1-49 Social studies major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 49. (a) Candidates for this teaching pattern must select one (1) primary and at least two (2) supporting areas.

Teaching Areas	Social Studies Major	
	Primary	Supporting
(1) Anthropology	18	12
(2) Economics	18	12
(3) Geography	18	12
(4) Government	18	12
(5) Psychology	18	12
(6) Sociology	18	12
(7) United States History	18	12
(8) World Civilization	18	12

Electives: Ten (10) semester hours of diversified social studies not taken from the candidate's primary or supporting areas.

(b) Coverage: The holder of the social studies major is eligible to teach the portion of the Indiana social studies curriculum for which primary and supporting area requirements have been met in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in social studies at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-49; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1848; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-48) to the Indiana State Board of Education (511 IAC 10-1-45) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-45) to the Professional Standards Board (515 IAC 1-1-49) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-50 Social studies minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 50. (a) Candidates for the social studies minor must complete fifteen (15) semester hours in one of the following teaching areas:

- (1) Anthropology
- (2) Economics
- (3) Geography
- (4) Government
- (5) Psychology
- (6) Sociology
- (7) United States History
- (8) World Civilization

In addition, candidates must complete nine (9) semester hours of diversified social studies work either selected from three (3) of the above areas other than that area selected for licensing or comprised of interdisciplinary studies in history and the social sciences.

(b) Coverage: The holder of the social studies minor is eligible to teach the portion of the Indiana social studies curriculum applicable to the area selected for licensing in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: This minor may be professionalized when the candidate has completed nine (9) semester hours of social studies, three (3) of which must be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-50; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1848; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-49) to the Indiana State Board of Education (511 IAC 10-1-46) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-46) to the Professional Standards Board (515 IAC 1-1-50) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-51 Speech communication and theater major (36 semester hours) or minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7  
**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 51. (a) Course work shall include:

	MAJOR	MINOR
(1) General communication, including discussion, speaking, debate and types of address.	X	X
(2) Creative and performing dramatics, interpretation and production.	X	X

(3) Speech, science, articulation, voice science and speech correction.	X	X
(4) Mass communications, radio and television, including production.	X	X
(5) Related electives.	X	

(b) Coverage: The holder of the speech communication and theater major or minor is eligible to teach mass media, speech and dramatics in grades 9-12 when the basic preparation level is secondary education.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in speech communication and theater at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

The minor may be professionalized when the candidate has completed twelve (12) semester hours in speech communication and theater, six (6) of which may be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-51; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1848; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-50) to the Indiana State Board of Education (511 IAC 10-1-47) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-47) to the Professional Standards Board (515 IAC 1-1-51) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-52 Special education all grade major**

**Authority:** IC 20-1-1.4-7  
**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 52. (a) Candidates will be qualified for the special education all grade major when they have completed the following:

- (1) Received a baccalaureate or master's degree in special education from an institution of higher education accredited to offer programs in teacher education.
- (2) Completed an undergraduate program consisting of a minimum of one hundred twenty-four (124) semester hours structured as follows:

	Semester Hours
(A) General Education and Subject Matter Concentration	70
(i) Language arts to develop appreciation, knowledge, and understanding of world literature. This area shall include children's literature and nine (9)	

semester hours of oral and written expression.

(ii) Science to develop a broad functional understanding of conservation and the physical, biological, and earth sciences. An integrative approach shall be used whenever possible.

(iii) Social studies to develop an understanding of contemporary civilization, economics and government, current social problems, and modern family life. This area shall include a course in U.S. history and a course in world civilization. An integrative [*sic.*] approach shall be used whenever possible.

(iv) Mathematics to develop broad and functional knowledge and understanding of the character and development of number systems and skill in use of numbers. Courses shall be adapted to meet needs of elementary school teachers.

(v) Arts to develop appreciation skills in music and art.

(vi) Electives to develop understanding, knowledge, and competence relative to physical and mental health, communicative exceptionalities, safety education, recreation, physical activity, and nutrition.

(B) Special Education 36

(i) Foundations of special education. 6

(ii) Methods and materials which teach the candidate the processes by which content in reading and mathematics is transmitted to children and an appreciation for the kinds of hardware and software that will facilitate instruction. 6

(iii) Coursework of exceptionalities with at least nine (9) hours in one (1) particular area as follows:

(AA) Seriously emotionally handicapped.

(BB) Mildly mentally handicapped.

(CC) Learning disabled.

(DD) Physically handicapped.

(EE) Moderately mentally handicapped.

(FF) Visually handicapped. 18

(iv) Electives in special education including a practicum or meet the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(C) Professional Education 18

The professional component shall begin early in the student's educational career. Laboratory experiences shall be initiated as soon as possible and continued throughout the student's program of preparation. The professional component shall always include at least ten (10) weeks of full-time student teaching in the later stages of the undergraduate program and be sponsored by the teacher education institution. Attention shall be given to cognitive, affective, and psychomotor facets of education and to both the individual and group processes of teaching. Every

effort shall be made to include experiences in education of minority groups and the handicapped. The professional education component shall include the following:

(i) Foundations of education, which shall develop the basis of the present educational system, the nature of its social impact, and future implications as seen through historical, sociological, and philosophical foundations of education.

(ii) Curriculum, which shall develop an understanding of experiences students have while under the jurisdiction of the public school.

(iii) Measurement, which shall develop an appreciation for the complexities of evaluating the academic performances of public school children, with particular emphasis on students who fall into areas of exceptionalities listed above.

(iv) Student teaching, which is a minimum of ten (10) weeks of full-time student teaching in the specified area of exceptionalities.

(b) Coverage: The holder of the special education all grade major is eligible to teach in the specified areas of exceptionalities at all levels when the basic preparation level is all grade education.

(c) Professionalization: This all grade major may be professionalized when the candidate has completed six (6) semester hours in special education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(d) This section applies to candidates for licensure in special education with an all grade major who:

(1) are admitted to a teacher preparation program on or before September 1, 1989; and

(2) complete a special education program with an all grade major before September 1, 1993.

*(Professional Standards Board; 515 IAC 1-1-52; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1849; filed Mar 10, 1988, 4:15 p.m.; 11 IR 2624; filed Dec 13, 1988, 5:00 p.m.: 12 IR 1195; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-51) to the Indiana State Board of Education (511 IAC 10-1-48) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-48) to the Professional Standards Board (515 IAC 1-1-52) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-53 Special education all grade majors**

Authority: IC 20-1-1.4-7

Affected: IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10-1

Sec. 53. (a) The state board of education shall grant all

grade special education licenses with majors in the following areas:

- (1) Learning disabled.
- (2) Mildly mentally handicapped.
- (3) Physically handicapped.
- (4) Visually handicapped.
- (5) Mild disabilities, which includes learning disabled and mildly mentally handicapped.
- (6) Seriously emotionally handicapped.
- (7) Severe disabilities, which includes moderately mentally handicapped, severely-profoundly mentally handicapped, and multiply handicapped.

(b) Candidates will be qualified for the special education all grade major when they have completed the following:

- (1) Received a baccalaureate or master's degree in special education from an institution of higher education accredited to offer programs in teacher education.
- (2) Completed an undergraduate program consisting of a minimum of one hundred twenty-four (124) semester hours structured as follows:

	Semester Hours
(A) General education following the distribution for all-grade education under section 6(a)(3)(A) of this rule [ <i>section 8(a)(3)(A) of this rule</i> ].	Total of 40
(B) Special education.	Total of 36
(i) Foundations of special education.	6
(ii) Special education methods and materials which teach the candidate the processes by which relevant content is transmitted to children in all grades and an appreciation for the kinds of hardware and software that will facilitate instruction.	6
(iii) Coursework that meets the requirements for the desired area of exceptionality listed as follows:	24
(AA) Seriously emotionally handicapped: coursework specific to seriously emotionally handicapped, including a practicum or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].	
(BB) Mildly mentally handicapped: at least nine (9) hours and a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16], specifically in mildly mentally handicapped. The remaining hours may be taken in any area of exceptionality.	
(CC) Learning disabled: at least nine (9) hours and a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16], specifically in learning disabled. The remaining hours may be taken in any area of exceptionality.	
(DD) Physically handicapped: at least nine (9) hours and a practicum, or satisfaction of the	

waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16], specifically in physically handicapped. The remaining hours may be taken in any area of exceptionality.

(EE) Visually handicapped: at least nine (9) hours and a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16], specifically in visually handicapped. The remaining hours may be taken in any area of exceptionality.

(FF) Mild disabilities: coursework specific to mild disabilities, including a practicum or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(GG) Severe disabilities: coursework specific to severe disabilities, including a practicum or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

The practicum must include experience in at least three (3) of the handicapping conditions covered by the severe disabilities license.

(C) Professional education following the distribution for all-grade education under section 6(a)(3)(C) of this rule [*section 8(a)(3)(C) of this rule*].

(D) Electives.

(c) Coverage: The holder of the all grade major is eligible to teach in the areas of exceptionality at all grade levels as specified as follows:

(1) The holder of the all grade major in learning disabled, mildly mentally handicapped, visually handicapped, or physically handicapped may teach in the area(s) in which nine (9) hours and the practicum requirement have been completed.

(2) The holder of the all grade major in mild disabilities may teach learning disabled and mildly mentally handicapped classes.

(3) The holder of the all grade major in seriously emotionally handicapped may teach the seriously emotionally handicapped classes.

(4) The holder of the all grade major in severe disabilities may teach moderately mentally handicapped, severely-profoundly mentally handicapped, and multiply handicapped.

(d) Professionalization: An all grade major in special education may be professionalized when the candidate has completed six (6) semester hours in special education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

(e) This section applies to candidates for licensure in special education with an all grade major who:

- (1) are admitted to a teacher preparation program after September 1, 1989; or

(2) are admitted to a teacher preparation program on or before September 1, 1989, and do not complete a special education program with an all grade major before September 1, 1993.

*(Professional Standards Board; 515 IAC 1-1-53; filed Dec 13, 1988, 5:00 p.m.: 12 IR 1196; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-48.5) to the Professional Standards Board (515 IAC 1-1-53) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-54 Special education minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 54. (a) Course work shall include the following:

- (1) Foundations of special education.
- (2) Methods and materials (six (6) semester hours), which emphasize instructional processes for children in the areas of reading and mathematics and appreciation of the kinds of hardware and software that facilitate instruction.
- (3) Practicum in special education or meet waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].
- (4) Nine (9) semester hours of course work in one (1) of the following areas of exceptionality:
  - (A) Mildly mentally handicapped.
  - (B) Seriously emotionally handicapped.
  - (C) Learning disabled.
  - (D) Physically handicapped.
  - (E) Moderately mentally handicapped, severely-profoundly mentally handicapped, and multiply handicapped.
  - (F) Visually handicapped.

Undergraduate student teaching experiences should be equally divided between the special education and the regular classroom. To add a second area of exceptionality, the candidate must complete nine (9) semester hours of work in the area of exceptionality, including a practicum in the same area.

(b) Coverage: The holder of the special education minor is eligible to teach the designated area of exceptionality at all grade levels.

(c) Professionalization: This minor may be professionalized when the candidate has completed twelve (12) semester hours in special education, nine (9) of which must be in a second area of exceptionality at the graduate level, and has met the professionalization requirements for the basic preparataion [*sic.*] level of the standard license. Upon professionalization, the holder will be eligible to teach the two (2) areas of

exceptionality at all grade levels.

(d) This section applies to candidates for licensure with a minor in special education who:

- (1) are admitted to a teacher preparation program on or before September 1, 1989; and
- (2) complete a program with a special education minor before September 1, 1993.

*(Professional Standards Board; 515 IAC 1-1-54; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1850; filed Mar 10, 1988, 4:15 p.m.: 11 IR 2626; filed Dec 13, 1988, 5:00 p.m.: 12 IR 1197; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-52) to the Indiana State Board of Education (511 IAC 10-1-49) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-49) to the Professional Standards Board (515 IAC 1-1-54) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-55 Special education minors**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 55. (a) The state board of education shall grant special education minors in the following areas:

- (1) Mildly mentally handicapped: twenty-four (24) semester hours.
- (2) Learning disabled: twenty-four (24) semester hours.
- (3) Visually handicapped: twenty-four (24) semester hours.
- (4) Physically handicapped: twenty-four (24) semester hours.
- (5) Mild disabilities, which includes learning disabled and mildly mentally handicapped: thirty-six (36) semester hours.
- (6) Seriously emotionally handicapped: twenty-four (24) semester hours.
- (7) Severe disabilities, which includes moderately mentally handicapped, severely-profoundly mentally handicapped, and multiply handicapped: thirty-six (36) semester hours.

(b) Coursework shall include the following:

- (1) Foundations of special education.
- (2) Methods and materials that teach the processes by which relevant content is transmitted to students in all grades and appreciation of the kinds of hardware and software that facilitate instruction.
- (3) Coursework that meets the requirements for the desired area of exceptionality as listed as follows:
  - (A) Mildly mentally handicapped: twelve (12) semester hours to include at least nine (9) hours in

mildly mentally handicapped and a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(B) Seriously emotionally handicapped: twenty-one (21) semester hours specific to seriously emotionally handicapped including a practicum which stresses observation and hands-on experience, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(C) Learning disabled: twelve (12) semester hours to include at least nine (9) hours in learning disabled and a practicum or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(D) Physically handicapped: twelve (12) semester hours to include at least nine (9) hours in physically handicapped and a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(E) Mild disabilities: twenty-four (24) semester hours specific to mild disabilities including a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(F) Visually handicapped: twelve (12) semester hours to include at least nine (9) hours in visually handicapped and a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(G) Severe disabilities: twenty-four (24) semester hours specific to severe disabilities including a practicum, or satisfaction of the waiver requirements under 511 IAC 10-2-8 [515 IAC 1-2-16].

(c) Coverage: The holder of the special education minor is eligible to teach the designated areas of exceptionality at all grade levels as specified as follows, regardless of the basic preparation level of the license to which the minor is added:

(1) The holder of a minor in learning disabled, mildly mentally handicapped, visually handicapped, physically handicapped, or seriously emotionally handicapped is eligible to teach in the designated area K-12.

(2) The holder of a minor in mild disabilities is eligible to teach learning disabled or mildly mentally handicapped K-12.

(3) The holder of a minor in severe disabilities is eligible to teach moderately mentally handicapped, severely-profoundly mentally handicapped, and multiply handicapped, K-12.

(d) Professionalization: The special education minors that require twenty-four (24) semester hours of coursework may be professionalized when the candidate has completed twelve (12) semester hours in special education or related coursework at the appropriate level, including all grade levels. Six (6) of the twelve (12)

semester hours must be at the graduate level. The minors that require thirty-six (36) semester hours of coursework may be professionalized when the candidate has completed six (6) semester hours graduate level coursework in special education or related coursework.

(e) This section applies to candidates for licensure with a minor in special education who:

(1) are admitted to a teacher preparation program after September 1, 1989; or

(2) are admitted to a teacher preparation program on or before September 1, 1989, and do not complete a program with a special education minor before September 1, 1993.

*(Professional Standards Board; 515 IAC 1-1-55; filed Dec 13, 1988, 5:00 p.m.: 12 IR 1198; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-49.5) to the Professional Standards Board (515 IAC 1-1-55) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-1-56 Early childhood special education minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 56. (a) Candidates will be qualified for the early childhood special education minor when they have met the following requirements:

(1) Hold a valid standard license in one (1) of the following areas:

(A) Early childhood education.

(B) Kindergarten-primary education.

(C) Elementary education.

(D) All grade special education major.

(E) Any home economics major.

(2) Completed twenty-four (24) semester hours of course work to include the following:

(A) History, philosophy, and issues of early childhood special education to include knowledge of federal and state legislation pertaining to early childhood special education and knowledge of the quantity and range of service delivery among agencies.

(B) Child growth and development from infancy to eight (8) years of age to include knowledge of handicapping conditions specific to early childhood and how they influence development.

(C) Assessment, curricula, and program evaluation which includes all developmental domains, including knowledge in the area of sensory impairments.

(D) Families and cultural settings to include knowledge of a family system approach and impact of

intervention on a family system.

(E) Field/laboratory experiences, including course work, practical experiences, and interactive skills with handicapped and nonhandicapped children and their families.

(F) Planning and implementing appropriate programs for handicapped infants, toddlers, and preschoolers to include an understanding of consultation and interdisciplinary techniques, integrative programming, and interagency cooperation.

(G) A practicum to include experience with infants, toddlers, and preschool children with and without handicapping conditions.

(b) The holder of the early childhood special education minor is eligible to teach infants, toddlers, and preschool children with special needs. The early childhood special education minor is not required for teaching preschool children with handicapping conditions in Indiana. Individuals who plan to teach in preschool special education programs are, however, strongly encouraged to complete the requirements for this minor.

(c) The early childhood special education minor may be professionalized when the candidate has completed three (3) semester hours of course work in early childhood education or special education and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-56; filed Sep 20, 1990, 3:25 p.m.: 14 IR 285; filed Jan 17, 1995, 1:00 p.m.: 18 IR 1475; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-49.6) to the Professional Standards Board (515 IAC 1-1-56) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-57 Visual arts all grade major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 57. (a) Course work shall include:

- (1) Two-dimensional problems.
- (2) Three-dimensional problems.
- (3) History and appreciation of art.
- (4) Organization, selection of use of art materials at both elementary and secondary levels.
- (5) Related electives.

(b) Coverage: The holder of the visual arts all grade major is eligible to teach visual arts in grades K-12 when the basic preparation level is all grade education.

(c) Professionalization: This all grade major may be professionalized when the candidate has completed six (6) semester hours in visual arts at the graduate level and

has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-57; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1851; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-53) to the Indiana State Board of Education (511 IAC 10-1-50) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-50) to the Professional Standards Board (515 IAC 1-1-57) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-58 Visual arts major (36 semester hours) or minor (24 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 9-24-8; IC 20-1-1; IC 20-1-6; IC 20-10.1

Sec. 58. (a) Course work shall include:

	MAJOR	MINOR
(1) Two-dimensional problems.	X	X
(2) Three-dimensional problems.	X	X
(3) History and appreciation of art.	X	X
(4) Organization, selection and use of art materials at the secondary level.	X	X
(5) Related electives.	X	

(b) Coverage: The holder of the visual arts major or minor is eligible to teach visual arts in grades 7-12 when the basic preparation level is secondary education.

(c) Professionalization: The major may be professionalized when the candidate has completed six (6) semester hours in visual arts at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license.

This minor may be professionalized when the candidate has completed twelve (12) semester hours in visual arts, six (6) of which may be at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-58; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1851; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-54) to the Indiana State Board of Education (511 IAC 10-1-51) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-51) to the Professional Standards Board (515 IAC 1-1-58) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-59 Vocational education endorsements**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3; IC 20-10.1-6

Sec. 59. With the exception of the conditional vocational certificate 530 IAC 2-1-9 [511 IAC 10-1-7 was repealed filed May 30, 1989, 2:00 p.m.: 12 IR 1866.], the basic preparation level for all vocational education areas shall be secondary education. Candidates should refer to 530 IAC 2-1-5 [515 IAC 1-1-7] for these requirements. (Professional Standards Board; 515 IAC 1-1-59; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1851; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-55) to the Indiana State Board of Education (511 IAC 10-1-52) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-52) to the Professional Standards Board (515 IAC 1-1-59) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-60 Aerospace education endorsement**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3; IC 20-10.1-6

Sec. 60. (a) The state board recommends the following be considered in staffing courses that include aerospace education:

- (1) The teacher must hold a valid teaching license issued by the Indiana department of education.
- (2) The teacher's background should include one (1) or more of the following:
  - (A) University credit in aviation/aerospace education.
  - (B) Completion of an aerospace education workshop plus five (5) hours of flight orientation or familiarization. This flight experience does not need to be as a member of a flight crew.
  - (C) Licensing as private pilot or military pilot's rating.
  - (D) Valid certification as an FAA ground school instructor.

(b) Coverage: The holder of the aerospace education endorsement is eligible to teach aerospace education in the classroom.

(c) Professionalization: This endorsement may be professionalized when the candidate has met the professionalization requirements for the basic preparation level of the standard license.

(d) An aerospace education endorsement is not a requirement of teaching courses in aerospace education. (Professional Standards Board; 515 IAC 1-1-60; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1851; filed Dec 2, 1987; 11:31 a.m.: 11 IR 1259; readopted filed Sep 25, 2001,

9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-56) to the Indiana State Board of Education (511 IAC 10-1-53) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-53) to the Professional Standards Board (515 IAC 1-1-60) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-61 Agri-business major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3; IC 20-10.1-6

Sec. 61. (a) Candidates for the agri-business major must complete the following basic core:

	Semester Hours
Principles, philosophy, organization and coordination of vocational education.	6
Techniques of coordination of cooperative education.	2
Animal science.	3
Agricultural economics.	3
Agricultural engineering.	3
Horticulture.	3
Forestry, conservation and/or natural resources.	3
Agronomy.	3

In addition, candidates must select sufficient agri-business concentrations from the following to complete the fifty-two (52) semester hour program:

Agricultural production:

Candidate must complete eighteen (18) semester hours in this area of concentration, including at least three (3) semester hours in each of the following areas:

- animal science;
- agronomy;
- agricultural economics; and
- agricultural mechanics.

Agricultural mechanics:

Candidate must complete eighteen (18) semester hours in this area of concentration, including at least three (3) semester hours in each of the following areas:

- agricultural mechanics; and
- agricultural economics.

Agricultural business:

Candidate must complete eighteen (18) semester hours in this area of concentration.

Horticulture [*sic.*]:

Candidate must complete eighteen (18) semester hours in this area of concentration, including at least three (3) semester hours in each of the following areas:

- horticulture;
- agricultural economics; and
- agronomy.

Natural resources:

Candidate must complete eighteen (18) semester hours in the area of concentration, including at least three (3) semester hours in each of the following areas:

- agronomy;
- agricultural economics; and
- forestry and conservation.

Candidate must also complete two (2) years (4,000 clock hours) of successful employment in a recognized agri-business occupation, or 1,500 clock hours of supervised work in the agri-business field under an approved teacher training program, or a combination equivalent thereto.

(b) Coverage: The holder of the agri-business major is eligible to teach and coordinate in the area of concentration at all levels where the course is taught.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in agri-business at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-61; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1852; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-57) to the Indiana State Board of Education (511 IAC 10-1-54) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-54) to the Professional Standards Board (515 IAC 1-1-61) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-62 Business education major (36-42 semester hours)**

Authority: IC 20-1-1.4-7

Affected: IC 20-6.1-3-3; IC 20-10.1-6

Sec. 62. The candidate for the business education major must complete a basic core of subject matter and a concentration in one of the following:

- (1) basic business, bookkeeping/accounting;
- (2) clerical; or
- (3) secretarial.

In addition, the candidate may elect to endorse the license with data processing and/or vocational education.

(a) The basic core of subject matter shall total twenty-four (24) semester hours distributed over the following:

- Accounting
- Business law, marketing and finance
- Business organization and management
- Economics
- Concentrations:

- (1) Business education—basic business and bookkeep-

ing/accounting. Twelve (12) semester hours distributed over the following subject areas:

- (A) Accounting (above that required in basic core).
- (B) Economics (above that required in basic core).
- (C) Business communications.
- (D) Office administration.

(2) Business education—clerical. Twelve (12) semester hours distributed over the following subject areas:

- (A) Typewriting (must include advanced-level course).
- (B) Office administration.
- (C) Business machines and records management.

(3) Business education—secretarial. Eighteen (18) semester hours distributed over the following subject areas:

- (A) Typewriting (must include advanced-level course).
- (B) Shorthand (must include advanced-level course).
- (C) Office administration.
- (D) Business machines and records management.

(b) Coverage: The holder of the business education major is eligible to teach the following courses according to the area of concentration in grades 6-12 when the basic preparation level is secondary education.

	Concentrations		
	A	B	C
Basic and/or general business	X	X	X
Bookkeeping/accounting	X		
Business communications	X	X	X
Business economics	X		
Business law	X	X	X
Business mathematics	X	X	X
Business and office machines, filing		X	X
Business principles, organization and management	X	X	X
Consumer economics	X	X	X
Economic geography	X	X	X
Office procedures and practices		X	X
Recordkeeping	X	X	X
Salesmanship	X	X	X
Shorthand I and II			X
Typewriting		X	X

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in business education at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-62; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1852; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-58) to the Indiana State Board of Education (511 IAC 10-1-55) by P.L.20-1984, SECTION 206,

effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-55) to the Professional Standards Board (515 IAC 1-1-62) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-63 Business education endorsements

Authority: IC 20-1-1.4-7

Affected: IC 20-6.1-3-3; IC 20-10.1-6

Sec. 63. (a) Data processing—Six (6) semester hours in the following subject areas (may be added only to a license carrying a business education major):

- (1) Business data processing.
- (2) Program analysis, design and laboratory experiences.

Coverage: The holder of the data processing endorsement is eligible to teach all data processing and computer science courses.

Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in business data processing or related areas at the graduate level and has met the professionalization requirements for business education.

(b) Vocational business. The candidate for the vocational business endorsement must hold the business education license and complete the following course work:

	Semester Hours
(1) Principles, philosophy, organization and coordination of vocational education.	3
(2) Organization and management of an intensive office laboratory and/or in-school business laboratory.	2
(3) Techniques of coordinating cooperative education.	2

In addition to the above course work, the candidate for this endorsement must have completed two (2) years of full-time teaching experience and 1,000 clock hours of successful office related employment or 500 clock hours of supervised work in an office related occupational field under an approved teacher training program or a combination equivalent thereto.

Coverage: The holder of the vocational business endorsement is eligible to teach state approved vocational subjects in business education, organize and manage an intensive office laboratory and/or in-school business laboratory and coordinate a cooperative program with students from all office occupational areas and to coordinate an interdisciplinary cooperative education program.

Professionalization: This endorsement may be professionalized when the candidate has completed three (3) semester hours in principles, philosophy, organization and coordination of vocational education at the graduate level and has met the professionalization requirements for the business education major. (*Professional Stan-*

*dards Board; 515 IAC 1-1-63; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1853; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-59) to the Indiana State Board of Education (511 IAC 10-1-56) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-56) to the Professional Standards Board (515 IAC 1-1-63) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-1-64 Marketing education major (52 semester hours)

Authority: IC 20-1-1.4-7

Affected: IC 20-6.1-3-3; IC 20-10.1-6

Sec. 64. (a) Candidates for the marketing education major must complete the following:

	Semester Hours
Principles, philosophy, organization and coordination of vocational education.	3
Techniques of coordination of cooperative education.	2
Courses from the areas of marketing, finance, business administration and law, management, economics [ <i>sic.</i> ] and accounting.	27
Courses in marketing, economics, and accounting in addition to those in the preceding section.	12
Courses in the function, structure, methods of teaching, principles and philosophy of marketing education, including organization and management of project laboratories.	6
Electives from the above areas.	2

Work experience must include two (2) years (4,000 clock hours) of successful employment in recognized marketing occupations, or 1,500 clock hours of supervised work in the marketing field under an approved teacher training program, or an equivalent combination.

(b) Coverage: The holder of the marketing education major is eligible to teach and coordinate marketing education programs in grades 6-12. This license also permits the holder to teach general business, advanced general business, business administration and management, business mathematics, business law, marketing, merchandising, salesmanship, retailing, bookkeeping, accounting, consumer economics, and business ownership (entrepreneurship [*sic.*]).

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours from the above areas (exclusive of economics) at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-64; filed Jun 12, 1984, 3:10 p.m.: 7*

*IR 1854; filed May 26, 1987, 2:30 p.m.: 10 IR 2288; errata, 10 IR 2741; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-60) to the Indiana State Board of Education (511 IAC 10-1-57) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-57) to the Professional Standards Board (515 IAC 1-1-64) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-65 Health occupations major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3; IC 20-10.1-6

Sec. 65. (a) Candidates for the health occupations major must be licensed, certified or registered in a recognized health occupation and must complete the following course work:

	Semester Hours
Principles, philosophy, organization and coordination of vocational education.	6
Overview of the total health field.	3

Up to twenty-one (21) semester hours of credit will be granted toward the issuance of this license for the completion of a one (1) year health occupations training program and up to forty-three (43) semester hours of credit will be granted toward the issuance of this license for the completion of a two (2) year (or more) health occupations training program. Such programs must qualify the candidate for licensure, certification or registration in a recognized health occupation.

Candidates must complete sufficient electives in the appropriate health occupations area to complete the fifty-two (52) semester hour program. Credit toward satisfying this requirement may be granted by the degree granting institution through supervised work experience or occupational experience.

Work experience must include two (2) years (4,000 clock hours) of successful employment in a recognized health occupation, or 1,500 clock hours of supervised work in the health field under an approved health occupation teacher training program, or a combination equivalent thereto.

(b) Coverage: The holder of the health occupations major is eligible to teach in the specialized area of the recognized health occupation license certificate or registration and in diversified health occupations education. Completion of two (2) semester hours in techniques of coordination in cooperative education qualifies the holder of the health occupations major to coordinate health occupations activities at all levels.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours from the above areas at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-65; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1854; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-61) to the Indiana State Board of Education (511 IAC 10-1-58) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-58) to the Professional Standards Board (515 IAC 1-1-65) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-66 Home economics major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3; IC 20-10.1-6

Sec. 66. (a) Candidates must complete the following program(s) according to the concentration(s) desired:

	Semester Hours	
	Occupational Education	Consumer Homemaking Education
Principles, philosophy, organization and coordination of vocational education.	6	6
Techniques of coordination of cooperative education.	2	
Textiles and clothing	6	6
Consumer education and home management including home management residence or its equivalent.	9	9
Food and nutrition (minimum of three (3) semester hours in nutrition).	9	9
Housing-equipment and home furnishing.	6	6
Human development (child development, family health and family relations), including laboratory experiences with children.	9	9
Electives in Home Economics.	5	7

Candidates for the occupational education concentration must also complete two (2) years (4,000 clock hours) of successful employment in a recognized home economics related occupation or 1,500 clock hours of supervised work in the occupational home economics field under an approved teacher training program, or a combination equivalent thereto.

(b) Coverage: The holder of the occupational education

concentration is eligible to teach and/or coordinate home economics at all levels. The holder of the consumer/homemaking education concentration is eligible to teach non-occupational home economics at all levels.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours in home economics at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-66; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1855; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-62) to the Indiana State Board of Education (511 IAC 10-1-59) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-59) to the Professional Standards Board (515 IAC 1-1-66) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-67 Vocational trade and industrial and technical laboratory major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3

Sec. 67. (a) Candidates for licensing in vocational trade, industrial and technical laboratory. In addition, candidates may complete the cooperative coordinator endorsement. Candidates must complete the following programs according to the options desired:

	Semester Hours	
	Vocational Trade, Industrial & Technical Laboratory	Cooperative Coordinator Endorsement
Principles, philosophy, organization and coordination of vocational education	6	6
Techniques of coordination of cooperative education		2
Trade and occupational analysis	3	
Laboratory safety and management	3	
Operation of vocational trade and industrial student organizations	3	3
Vocational trade, industrial and technical related class content		3
Directed electives from the above areas	37	

(1) Vocational trade, industrial and technical laboratory concentration: This concentration is based upon occupational competence in a specific industrial

occupation, craft, or trade. Validated competence and work experience of 6,000 clock hours in the endorsement specialty is the minimum criterion. Up to one (1) year of academic credit toward the four (4) year degree may be granted by an institution of higher education for the 6,000 clock hours of experience. Cooperative vocational industrial internship may be used toward the 6,000 clock hours at the option of the recommending institution. Various paths considered appropriate for an individual to acquire the 6,000 clock hours or equivalent, on which the institution of higher education can base evaluation of occupational competency are:

(A) three (3) years (6,000 clock hours) of occupational experience in a specific trade or occupation to be taught; or

(B) successful completion of 1,080 clock hours state approved secondary vocational program, plus two and one-half (2 1/2) years (5,000 clock hours) of additional work experience in a specific trade or occupation to be taught; or

(C) successful completion of an organized apprenticeship program, or a fulltime, two (2) year postsecondary technical vocational program, plus an additional two (2) years (4,000 clock hours) of additional work experience in the specific trade or occupation to be taught; or

(D) successful completion of 1,080 clock hours, state approved secondary vocational program and either an organized apprenticeship program or a two (2) year, fulltime postsecondary technical vocational program, plus one and one-half (1 1/2) years (3,000 clock hours) of additional work experience in the specific trade or occupation to be taught.

(2) Cooperative coordinator endorsement: Candidates for the cooperative coordinator endorsement must be licensed in industrial education.

Work experience must include two (2) years (4,000 clock hours) of successful employment in recognized vocational trade, industrial and technical occupations, or 1,500 clock hours of supervised work in the vocational trade, industrial or technical field under an approved teacher training program, or a combination equivalent thereto. At least two (2) years of teaching experience in industrial education are required.

(b) Coverage: The holder of the vocational trade, industrial and technical laboratory concentration is eligible to teach in the area of specialization listed on the license at all levels.

The holder of the cooperative coordinator endorsement is eligible to serve as a cooperative coordinator at all levels.

(c) Professionalization: This major may be professionalized when the candidate has completed six (6) semester hours

from the above areas, at the graduate level and has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-67; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1855; filed May 4, 1988, 8:45 a.m.: 11 IR 3039; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-63) to the Indiana State Board of Education (511 IAC 10-1-60) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-60) to the Professional Standards Board (515 IAC 1-1-67) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-1-68 Industrial technology education major (52 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3

Sec. 68. (a) Candidates for the industrial technology education major must complete coursework in the following areas:

- (1) Foundations for the curriculum and methodology used in contemporary public school industrial technology education programs.
- (2) Development, organization, operation, and use of industrial technology and its social, cultural, and environmental impact.
- (3) A balance of study from each of the following categories:
  - (A) Communication technology, including the use of resources and broad-range technical systems for the transfer of information.
  - (B) Construction technology, including the use of resources and technical systems to build structures and constructed works on site.
  - (C) Manufacturing technology, including the use of resources and technical systems to extract and convert raw and recycled materials into industrial and consumer goods.
  - (D) Transportation technology, including the use of resources and technical systems to move goods and people.

(4) Directed electives which support the coursework above.

(b) Coverage: The holder of the industrial technology education major is eligible to teach industrial technology education and industrial arts classes at all levels.

(c) Professionalization: This major may be professionalized upon completion of six (6) semester hours graduate credit selected from the categories listed above and completion of the appropriate professionalization requirements for the basic

preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-68; filed May 4, 1988, 8:45 a.m.: 11 IR 3041; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-60.5) to the Professional Standards Board (515 IAC 1-1-68) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-1-69 Interdisciplinary cooperative education (ICE) endorsement (20 semester hours)**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3

Sec. 69. (a) Candidates will be qualified for the interdisciplinary cooperative education endorsement upon completion of the following course work and experience:

#### Semester Hours

Philosophy, principles, organization and coordination of vocational education. 6

Techniques of coordination of cooperative education. 2

At least four (4) courses from the following areas: 12

Improvement of instruction in vocational education.

Instructional resources for vocational education.

Curriculum development in vocational area(s).

Work experience must include two (2) years (4,000 clock hours) of successful employment in a recognized occupation, or 1,500 clock hours of supervised work experience in an occupational field under an approved teacher training program, or a combination equivalent thereto.

(b) Coverage: The holder of the interdisciplinary [*sic.*] cooperative education endorsement is eligible to teach the related class and to coordinate the ICE students in their training stations as part of the ICE program. Any person who is eligible to teach a cooperative vocational education program in his vocational area may coordinate ICE students and teach the related class.

(c) Professionalization: This endorsement may be professionalized when the candidate has met the professionalization requirements for the basic preparation level of the standard license. (*Professional Standards Board; 515 IAC 1-1-69; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1857; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-64) to the Indiana State Board of Education (511 IAC 10-1-61) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-61) to the Professional Standards Board (515 IAC 1-1-69) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-1-70 Instructional supervision license****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-3-3

Sec. 70. (a) Candidates will be qualified for the standard license in instructional supervision when they hold a professional teacher's license in the supervisory subject area, have completed the course work listed (A) [(a)(1)] and for certain specialty areas, the course work listed in (B) [(a)(2)], and have the recommendation of the institution where the qualifying program was completed.

(1) 15 semester hours of graduate level course work distributed over:

- (A) Public School Administration.
- (B) Supervision of Instruction.
- (C) Public School Curriculum.
- (D) Evaluation of Educational Programs.
- (E) Community and Human Relationships.
- (F) Awareness of Minority Cultures.

(2) Completion of additional course work is required for the following specialty areas:

- (A) Industrial Arts.
  - (i) Psychology of preadolescence.
  - (ii) Materials of industrial arts for elementary school grades.
- (B) Reading—Minimum of 15 semester hours of graduate work distributed over the following but always including (e) [(a)(2)(B)(v)]:
  - (i) Reading methods, programs and materials (elementary and secondary).
  - (ii) Inter-relationships of communication arts; i.e. listening, speaking, composition, reading and related areas.
  - (iii) Classroom and individual diagnosis and corrective aspects of a reading program.
  - (iv) Organization and administration of a school reading program (elementary and secondary levels).
  - (v) Practicum or field experience in supervision of reading instruction.

(C) School Media Services—Course work at the graduate level distributed over:

- (i) Advanced library and audiovisual services.
- (ii) Advanced studies in operation of school library and instructional centers.
- (iii) Budgeting and accounting in school libraries and media centers.

(D) Speech, Language and Hearing—Course work at the graduate level distributed over the following:

- (i) Supervisory techniques applied to the clinical process in speech, language and hearing therapy (may apply to A-2 above [(a)(1)(B)]).

(ii) Administration of special education programs (may apply to A-1 above [(a)(1)(A)]).

(iii) Practicum in supervision of speech, language and hearing therapy.

(b) Coverage: The instructional supervisor is eligible to supervise instruction in the specified area in grades K-12.

(c) Renewal: The standard license in instructional supervision may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The standard license in instructional supervision may be professionalized upon completion of five (5) years experience in supervision in accredited schools subsequent to the issuance of the standard license. (*Professional Standards Board; 515 IAC 1-1-70; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1858; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-65) to the Indiana State Board of Education (511 IAC 10-1-62) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-62) to the Professional Standards Board (515 IAC 1-1-70) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-71 Attendance worker; school services license****Authority:** IC 20-1-1.4-7**Affected:** IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 71. (a) Candidates will be qualified for the school services standard license – attendance worker when they have met the following requirements:

- (1) a standard or professional license in early childhood, kindergarten-primary, elementary, junior high/middle school, secondary, or all grade education;
- (2) a baccalaureate degree with a major in social work or a related field such as human services, psychology, sociology, or urban education from an accredited institution; or
- (3) a master's degree in social work from an accredited institution.

(b) The holder of the school services license – attendance worker is eligible to be an attendance worker in an elementary school, junior high/middle school, or secondary school or of the entire school district.

(c) The school services standard license – attendance worker may be renewed as specified in 511 IAC 10-3.

(d) The school services standard license – attendance worker may be professionalized when the holder has:

- (1) completed five (5) years experience as an attendance worker in accredited schools and subsequent to the issuance of the standard license;
- (2) completed an appropriate master's degree from an

institution regionally accredited to offer graduate degrees;

- (3) completed graduate level course work in human relations, awareness of minority cultures, social work, pupil accounting, school law, counseling, health, and psychology at a regionally accredited institution; and
- (4) been recommended for the professional license by the institution granting the master's degree.

*(Professional Standards Board; 515 IAC 1-1-71; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1858; filed Sep 20, 1990, 3:25 p.m.: 14 IR 283; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-66) to the Indiana State Board of Education (511 IAC 10-1-63) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-63) to the Professional Standards Board (515 IAC 1-1-71) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-1-72 Educational audiologist; school services license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 72. (a) Candidates will be qualified for the school services standard license—educational audiologist when they have:

- (1) Completed a master's degree with a major in audiology from an institution regionally accredited to offer such a degree.
- (2) Completed sixty (60) semester hours (thirty (30) semester hours must be acceptable toward a graduate degree) of course work at undergraduate and graduate levels, including:
- (A) Basic communication processes—This is to include anatomy, neurology and physiology of the speech, language and hearing mechanisms, phonetics, language development, linguistics and psycholinguistics, semantics, speech and hearing science, normal language development, psychology of speech, research methodology.
- (B) Audiology—This shall constitute the major area of emphasis and is to include diagnosis, appraisal and management of hearing impairments.
- (C) Speech and language pathology—This is to include diagnosis, appraisal and management of communication handicaps.
- (D) School clinical programming—This is to include methods and management of school audiology programs with a minimum of eight (8) weeks in a school clinical practicum.
- (E) Electives—This is to include courses from related

areas such as psychology, remedial reading, language arts, mental hygiene, education of exceptional children, mental measurement, behavior modification, counseling techniques.

- (3) Been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the school services license—educational audiologist is eligible to work with students of all age levels, including pre-school children, for the purpose of audiological assessment, hearing conservation and educational follow-up of the hearing impaired.

(c) Renewal: The school services standard license—educational audiologist may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The school services standard license—educational audiologist may be professionalized when the holder has completed five (5) years years [sic.] experience in accredited schools as an educational audiologist subsequent to the issuance of the standard license. *(Professional Standards Board; 515 IAC 1-1-72; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1859; errata, 7 IR 2547; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-67) to the Indiana State Board of Education (511 IAC 10-1-64) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-64) to the Professional Standards Board (515 IAC 1-1-72) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-1-73 Counselor; school services license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 73. (a) Candidates will be qualified for the school services standard license—counselor when they have:

- (1) Three (3) years of teaching experience.
- (2) A valid standard or professional license in early childhood, kindergarten-primary, elementary, junior high/middle school, secondary or all grade education.
- (3) A master's degree from a regionally accredited institution and have completed twenty-four (24) semester hours in counseling and guidance of which at least eighteen (18) are at the graduate level.
- (4) Knowledge and/or competencies in the following areas with course work directed toward counseling [sic.] at the basic preparation level of the standard or professional teaching license held by the candidate:
- (A) Principles and/or philosophy in counseling and

guidance.

(B) Techniques of individual counseling theory and practice.

(C) Career development theory and information.

(D) Assessment, interpretation and diagnosis of individual and group testing.

(E) Group and/or family counseling.

(F) Guidance program development, management and leadership.

(G) Multi-cultural awareness and human relations.

(5) Completed a supervised practicum in counseling.

(6) Been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the school services license–counselor is eligible to serve as a counselor in the elementary school or junior high/middle school if three (3) years of teaching experience has been gained in the junior high/middle school grades or below and in the junior high/middle school or secondary school if three (3) years of teaching experience has been gained in the junior high/middle school grades or above.

(c) Renewal: The school services standard license–school counselor may be renewed for one (1) five (5) year period upon the completion of six (6) semester hours of graduate work in counselor education directed toward professionalization of this license and with the recommendation of the institution where the renewal credit was earned.

(d) Professionalization: The school services standard license–counselor may be professionalized when the holder has:

(1) Completed five (5) years experience in accredited schools as a school counselor subsequent to the issuance of the standard license, with at least half-time in counseling.

(2) Completed eighteen (18) or more graduate hours in counselor education beyond hours required for the standard license, including four (4) additional areas from the following:

(A) evaluation and accountability;

(B) consultation;

(C) data processing;

(D) statistics;

(E) research;

(F) strategies for developing and expanding human potential.

(3) Been recommended for the professional license by the institution where the approved professionalization program was completed.

*(Professional Standards Board; 515 IAC 1-1-73; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1859; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from*

*the Commission on Teacher Training and Licensing (530 IAC 2-1-68) to the Indiana State Board of Education (511 IAC 10-1-65) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-65) to the Professional Standards Board (515 IAC 1-1-73) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-1-74 Counselor, school services license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 74. (a) Candidates will be qualified for the school services standard license – counselor when they have completed the following requirements:

(1) One (1) of the following professional experiences:

(A) Two (2) years creditable teaching experience.

(B) A valid out-of-state school counseling license and one (1) year experience as a school counselor in another state.

(C) A minimum of one (1) year school counseling internship in a school setting under the supervision of an institution of higher education that has been approved for training school counselors.

(2) A master's degree in counseling or a related field from a regionally accredited institution and have completed thirty (30) semester hours in counseling and guidance at the graduate level.

(3) Knowledge or competencies in the following core areas of study:

(A) Counseling theory, including theories and techniques of counseling and their application to school settings.

(B) Human growth and development, which must include learning theory within appropriate cultural contexts.

(C) Social and cultural foundations, including societal changes and trends, social mores, and interaction patterns, and differing lifestyles.

(D) The helping relationship, including helping processes and skills.

(E) Group dynamics, processing, and counseling, including group counseling methods and skills, and group leadership styles.

(F) Lifestyle and career development, including occupational and educational information sources and career and leisure counseling.

(G) Appraisal of the individual, including group and individual appraisal approaches and use of appraisal results in helping processes.

(H) Research and evaluation, including basic statistics, research development and implementation, and program evaluation.

(I) Professional orientation, which must include classroom management and methods, organization of schools, and cooperation with other school services personnel.

(4) Complete a supervised practicum in counseling. The practicum and internship experiences must provide the candidate with supervised counseling practice with students at all levels.

(5) Been recommended by the accredited institution where the approved qualifying program was completed.

(b) The holder of the school services license – counselor is eligible to serve as a counselor at all levels.

(c) The school services standard license – counselor may be renewed as specified in 511 IAC 10-3-1 [515 IAC 1-3-1].

(d) The school services standard license – counselor may be professionalized when the holder has completed the following:

(1) Five (5) years experience in accredited schools as a school counselor, with at least half-time in counseling.

(2) Eighteen (18) or more graduate semester hours in counselor education beyond hours required for the standard license, including four (4) additional areas such as the following:

(A) Evaluation and accountability.

(B) Consultation.

(C) Advanced practicum.

(D) Statistics, research, computer technology.

(E) Supervision of counseling programs.

(F) Strategies for developing and expanding the human potential.

(G) Program management.

(H) Family counseling.

(3) Been recommended for the professional license by the institution where the approved professionalization program was completed.

(e) The requirements of this section apply to all candidates accepted to a counselor training program on or after September 1, 1991. (*Professional Standards Board; 515 IAC 1-1-74; filed Apr 10, 1990, 2:30 p.m.: 13 IR 1398; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-65.5) to the Professional Standards Board (515 IAC 1-1-74) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-75 Nurse; school services license**

Authority: IC 20-1-1.4-7

Affected: IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 75. (a) Candidates will be qualified for the school

services standard license – nurse when they have met the following requirements:

(1) Been licensed as a professional registered nurse in Indiana.

(2) Completed a baccalaureate degree from an institution approved by the National League for Nursing and accredited to offer a baccalaureate program for preparation of public health nurses.

(3) Been recommended by the institution granting the baccalaureate degree.

(b) The holder of the school services license – nurse is eligible to be a nurse in any school.

(c) The school services standard license – nurse may be renewed as specified in 511 IAC 10-3.

(d) The school services standard license – nurse may be professionalized when the holder has:

(1) Completed five (5) years experience in accredited schools as a school nurse subsequent to the issuance of the standard license.

(2) Completed a master's degree at an institution regionally accredited to offer graduate degrees in teacher education or nursing education. The master's degree program must be completed in one (1) of the following areas:

(A) Nursing.

(B) Public health.

(C) Public health nursing.

(D) Community health nursing.

(E) Health and safety.

(F) Health education.

(G) Any other program which has the approval of the commission on teacher training and licensing.

(3) Been recommended for the professional license by the institution granting the master's degree.

(*Professional Standards Board; 515 IAC 1-1-75; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1860; filed Sep 20, 1990, 3:25 p.m.: 14 IR 284; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-69) to the Indiana State Board of Education (511 IAC 10-1-66) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-66) to the Professional Standards Board (515 IAC 1-1-75) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-76 School psychologist II; school services license**

Authority: IC 20-1-1.4-7

Affected: IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 76. (a) Candidates will be qualified [*sic.*] for the school services standard license–school psychologist II

when they have:

- (1) Been issued the professional license in early childhood, kindergarten-primary, elementary, junior high/middle school, secondary or all grade education, or have a specified equivalency. A specified equivalency will be a minimum of one (1) course in each of the fields of human growth and development, nature of exceptional children, remedial programs, curriculum and the nature of learning, or the equivalent in training and experience.
- (2) Been granted the doctor of education or doctor of philosophy degree with either clinical psychology or school psychology as a field of concentration from an institution regionally accredited to offer such a degree.
- (3) Completed either of the following:
  - (A) Two (2) years of full-time employment as a school psychometrist and/or school psychologist under supervision of an institution of higher education which has been approved for training school psychologists. The supervision may be performed by a school psychologist who is employed by either a public school system or a university.
  - (B) The equivalent of one (1) academic year of full-time internship approximately one-half (1/2) of which shall be in a public school and the remainder in a child guidance clinic, school for the retarded, psychiatric facility or institution or combination thereof.
- (4) Been recommended by the accredited institution where the approved qualifying program was completed.
  - (b) Coverage: The holder of the school services license–school psychologist II is eligible to serve as a school psychologist in an elementary, junior high/middle school, secondary or vocational school or in the entire school corporation or special education cooperative.
  - (c) Renewal: The school services standard license–school psychologist II may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].
  - (d) Professionalization: The school services standard license–school psychologist II may be professionalized when the holder has completed five (5) years experience in accredited schools as a school psychologist II subsequent to the issuance of the standard license. (*Professional Standards Board; 515 IAC 1-1-76; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1861; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: *Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-70) to the Indiana State Board of Education (511 IAC 10-1-67) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-67) to the Professional Standards Board (515 IAC 1-1-76) by*

*P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-76.1 School psychologist; school services license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 76.1. (a) Candidates will be qualified for the school services standard license–school psychologist when they have done the following:

- (1) Completed a master's, specialist's, or doctoral degree program in school psychology with a minimum of sixty (60) graduate semester hours from an institution regionally accredited to offer such a degree or hold a current credential, Nationally Certified School Psychologist (NCSP).
- (2) Completed course work in the following areas:
  - (A) Psychological foundations to include:
    - (i) biological bases of behavior;
    - (ii) cultural diversity;
    - (iii) child and adolescent development;
    - (iv) human exceptionalities;
    - (v) human learning; and
    - (vi) social bases of behavior.
  - (B) Education foundations to include:
    - (i) education of exceptional learners;
    - (ii) instructional and remedial techniques; and
    - (iii) organization and operation of schools.
  - (C) Assessment.
  - (D) Interventions to include:
    - (i) consultation;
    - (ii) counseling; and
    - (iii) behavior management.
  - (E) Statistics and research design.
  - (F) Professional school psychology to include:
    - (i) the history and foundations of school psychology;
    - (ii) legal and ethical issues;
    - (iii) professional issues and standards; and
    - (iv) role and functions of the school psychologist.
- (3) Completed a supervised internship in school psychology of one thousand two hundred (1,200) clock hours of which six hundred (600) hours must be in a school setting.
- (4) Been recommended by the accredited institution where the approved qualifying program was completed.
  - (b) The holder of the school services license–school psychologist is eligible to serve as a school psychologist at all levels.
    - (c) The school services standard license–school psychologist may be renewed as specified in 515 IAC 1-3-1.
    - (d) The school service standard license–school psy-

chologist may be professionalized when the holder has completed five (5) years of experience in accredited schools as a school psychologist.

(e) The requirements of this section apply to all candidates accepted to a school psychologist program on or after September 1, 1996. (*Professional Standards Board; 515 IAC 1-1-76.1; filed Dec 15, 1993, 5:00 p.m.: 17 IR 994; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)

### **515 IAC 1-1-77 School psychologist I; school services license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 77. (a) Candidates will be qualified for the school services standard license–school psychologist I when they have:

(1) Been issued the professional license in early childhood, kindergarten–primary, elementary, junior high/middle school, secondary or all grade education, or have a specified equivalency. A specified equivalency will be a minimum of one (1) course in each of the fields of human growth and development, nature of exceptional children, remedial programs, curriculum and the nature of learning, or the equivalent in training and experience.

(2) completed a master's degree (from an institution regionally accredited to offer such a degree) which is psychological in nature with a major in psychological measurement or the clinical field, with emphasis on child development and learning and clinical practice with children.

(3) Completed the minimum program of sixty (60) graduate semester hours which will include an internship of at least three (3) semester hours in a hospital, school, or clinic operated by an institution of higher learning which provides training for school psychologists I, but in all cases under supervision of either a licensed school psychologist II or an institution of higher learning which has been approved for training school psychologist I. A person holding a Ph.D. degree in a clinical psychology training program approved by the American Psychological Association and who completes a one (1) year internship will have met this requirement.

(4) Been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the school services license–school psychologist I is eligible to perform the following services in cooperation with and subject to direction and supervision of the local superintendent of

schools:

(1) Administer individual and group tests and use and interpret findings from such tests.

(2) Administer or supervise group-testing programs and interpret and analyze test results.

(3) Provide consultation, make recommendations and determine learning capabilities resulting from findings of individual and group tests.

(c) Renewal: The school services standard license–school psychologist I may be renewed as specified in 530 IAC 2-3 [*515 IAC 1-3-1, 515 IAC 1-3-2*].

(d) Professionalization [*sic.*]: The school services standard license–school psychologist I may be professionalized when the holder has completed five (5) years experience in accredited schools as a school psychologist I subsequent to the issuance of the standard license. (*Professional Standards Board; 515 IAC 1-1-77; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1861; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-71) to the Indiana State Board of Education (511 IAC 10-1-68) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-68) to the Professional Standards Board (515 IAC 1-1-77) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-78 School social worker; school services license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1; IC 20-8.1-3; IC 25-23.6-1; IC 25-23.6-5

Sec. 78. (a) Candidates will be qualified for the school services standard license–school social worker when they have been as follows:

(1) Certified as a social worker or clinical social worker under the provisions of IC 25-23.6-5 and under the rules established by the state professional standards board.

(2) Recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the school services license–school social worker is eligible to provide social work services to individuals, couples, families, groups, and communities in accordance with IC 25-23.6-1. Only those persons certified under state law and licensed by the Indiana professional standards board may use the term “school social worker”.

(c) The school services standard license–school social worker may be renewed as specified in 515 IAC 1-3.

(d) The school services standard license–school social worker may be professionalized when the holder has completed five (5) years experience in accredited schools

as a school social worker and completed a master's degree in a related field. (*Professional Standards Board; 515 IAC 1-1-78; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1862; filed Dec 15, 1993, 5:00 p.m.: 17 IR 994; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)  
*NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-72) to the Indiana State Board of Education (511 IAC 10-1-69) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-69) to the Professional Standards Board (515 IAC 1-1-78) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-79 Speech, language, and hearing clinician; school services license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1; IC 20-8.1-3; IC 20-8.1-7-5

Sec. 79. (a) Candidates will be qualified for the school services standard license—speech, language and hearing clinician when they have:

- (1) Completed a master's degree with a major in speech, language and hearing pathology from an institution regionally accredited to offer such a degree.
- (2) Completed sixty (60) semester hours (thirty (30) semester hours must be acceptable toward a graduate degree) of course work at undergraduate and graduate levels, including:

(A) Basic communication processes—This is to include anatomy, neurology and physiology of the speech, language and hearing mechanisms, phonetics, language development, linguistics and psycholinguistics, semantics, speech and hearing science, normal language development, psychology of speech, research methodology.

(B) Speech and language pathology—This shall constitute the major area of emphasis and is to include diagnosis, appraisal and management of communication handicaps.

(C) Audiology—This is to include diagnosis, appraisal and management of hearing impairments.

(D) School clinical programming—This is to include the methods and management of school speech, language and hearing programs with a minimum of eight (8) weeks in a school clinical practicum.

(E) Electives—This is to include courses from related areas such as psychology, remedial reading, language arts, mental hygiene, education of exceptional children, mental measurement, behavior modification, counseling techniques.

- (3) Been recommended by the accredited institution where the approved qualifying program was com-

pleted.

(b) Coverage: The holder of the school services license—speech, language and hearing clinician is eligible to work with students of all age levels, including pre-school children, who have communication handicaps.

(c) Renewal: The school services standard license—speech, language and hearing clinician may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The school services standard license—speech, language and hearing clinician may be professionalized when the holder has completed five (5) years experience in accredited schools as a speech, language and hearing clinician subsequent to the issuance of the standard license. (*Professional Standards Board; 515 IAC 1-1-79; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1862; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)  
*NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-73) to the Indiana State Board of Education (511 IAC 10-1-70) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-70) to the Professional Standards Board (515 IAC 1-1-79) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-80 Elementary administration and supervision; administrative license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 80. (a) Candidates will be qualified for the administrative standard license—elementary administration and supervision when they:

- (1) Hold the professional license in early childhood, kindergarten-primary, elementary or junior high/middle school education.

(2) Have completed a minimum of forty-five (45) semester hours of graduate credit at a regionally accredited teacher preparation institution, including:

- (A) elementary administration;
- (B) elementary supervision;
- (C) elementary curriculum;
- (D) elementary guidance;
- (E) philosophy of education;
- (F) psychology and evaluation;
- (G) school-community relations;
- (H) cultural awareness of minority groups;
- (I) human relations;
- (J) school law.

(3) Have been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the administrative license–elementary administration and supervision is eligible to serve as an administrator and/or supervisor in an elementary, middle or junior high school.

(c) Renewal: The administrative standard license–elementary administration and supervision may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The administrative standard license–elementary administration and supervision may be professionalized when the holder has:

- (1) Completed five (5) years experience as an administrator and/or supervisor in accredited elementary, junior high or middle schools subsequent to the issuance of the standard license.
- (2) Completed a total of sixty (60) semester hours of graduate credit in school administration or cognate areas from an institution regionally accredited to offer the appropriate course work.
- (3) Been recommended for the professional license by the institution where the approved professionalization program was completed.

*(Professional Standards Board; 515 IAC 1-1-80; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1863; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-74) to the Indiana State Board of Education (511 IAC 10-1-71) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-71) to the Professional Standards Board (515 IAC 1-1-80) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-81 Secondary administration and supervision; administrative license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 81. (a) Candidates will be qualified for the administrative standard license–secondary administration and supervision when they:

- (1) Hold the professional license in junior high/middle school or secondary education.
- (2) Have completed a minimum of forty-five (45) semester hours of graduate credit at a regionally accredited teacher preparation institution, including:
  - (A) secondary administration;
  - (B) secondary supervision;
  - (C) secondary curriculum;
  - (D) secondary guidance;
  - (E) philosophy of education;
  - (F) psychology and evaluation;
  - (G) school-community relations;

(H) cultural awareness of minority groups;

(I) human relations;

(J) school law.

(3) Have been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the administrative license–secondary administration and supervision is eligible to serve as an administrator and/or supervisor in a junior high, middle or secondary school.

(c) Renewal: The administrative standard license–secondary administration and supervision may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The administrative standard license–secondary administration and supervision may be professionalized when the holder has:

- (1) Completed five (5) years experience as an administrator and/or supervisor in accredited junior high, middle or secondary schools subsequent to the issuance of the standard license.
- (2) Completed a total of sixty (60) semester hours of graduate credit in school administration or cognate areas from an institution regionally accredited to offer the appropriate course work.
- (3) Been recommended for the professional license by the institution where the approved professionalization program was completed.

*(Professional Standards Board; 515 IAC 1-1-81; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1863; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-75) to the Indiana State Board of Education (511 IAC 10-1-72) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-72) to the Professional Standards Board (515 IAC 1-1-81) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-82 Superintendent; administrative license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 82. (a) Candidates will be qualified for the administrative standard license–superintendent when they:

- (1) Hold the professional license in early childhood, kindergarten–primary, elementary, junior high/middle school, secondary or all grade education.
- (2) Have completed a specialist in education degree (Ed.S.), and equivalent degree or a higher degree from an institution regionally accredited to offer such

degree.

(3) Have completed the following minimum program:

(A) Twelve (12) to eighteen (18) hours of graduate credit in general school administration distributed among the following: organization of the school system, legal basis of public education, school finance and business administration, staff personnel, pupil personnel administration and guidance, school surveys, school-community relations and professional negotiations.

(B) Twelve (12) to eighteen (18) semester hours of graduate credit in school administration and supervision of instruction, always including elementary and secondary school administration and elementary and secondary school curriculum.

(C) Nine (9) to eighteen (18) hours of graduate credit in philosophy of education, educational psychology, educational sociology, measurement, evaluation and research in education.

(D) Twelve (12) to twenty-seven (27) semester hours of graduate credit in cognate subject areas in, or related to, the candidate's teaching area and in fields related to school administration.

(4) Have been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the administrative license–superintendent is eligible to be superintendent or associate superintendent of any school district or the principal of any school which contains grades in which the holder has at least three (3) years teaching experience.

(c) Renewal: The administrative standard license–superintendent may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The administrative standard license–superintendent may be professionalized when the holder has completed five (5) years experience as an administrator in the central office of a school district subsequent to the issuance of the standard license. (*Professional Standards Board; 515 IAC 1-1-82; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1864; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-76) to the Indiana State Board of Education (511 IAC 10-1-73) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-73) to the Professional Standards Board (515 IAC 1-1-82) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-1-83 General supervisor and curriculum specialist; administrative license**

**Authority: IC 20-1-1.4-7**

**Affected: IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6**

Sec. 83. (a) Candidates will be qualified for the administrative standard license–general supervisor and curriculum specialist when they:

(1) Hold the professional license in early childhood, kindergarten-primary, elementary, junior high/middle school, secondary or all grade education.

(2) Have completed a specialist in education degree (Ed.S.), or equivalent degree or a higher degree from an institution regionally accredited to offer such degree.

(3) Have completed the following program:

(A) Fourteen (14) semester hours in curriculum, supervision of instruction and methods always including courses in general curriculum development, elementary curriculum, secondary curriculum, curriculum theory and development, and supervision.

(B) Twelve (12) semester hours of course work in human growth and development, and social, philosophical and psychological foundations of education.

(C) Twelve (12) semester hours in school administration, guidance, educational research and statistics, and measurement and evaluation.

(D) Three (3) semester hours in a one (1) semester or one quarter (1/4) full-time internship that affords direct, first hand experience and responsibility in supervision and curriculum under supervision of an institution of higher education regionally accredited to offer the specialist in education degree, and equivalent degree or higher degree in the area of supervision and curriculum.

(4) Have been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the administrative license–general supervisor and curriculum specialist is qualified to serve as a general supervisor and/or curriculum specialist of a school district.

(c) Renewal: The administrative standard license–General supervisor and curriculum specialist may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The administrative standard license–general supervisor and curriculum specialist may be professionalized when the holder has completed five (5) years experience in accredited schools as a general supervisor and curriculum specialist subsequent to the issuance of the standard license. (*Professional Standards Board; 515 IAC 1-1-83; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1864; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on*

*Teacher Training and Licensing (530 IAC 2-1-77) to the Indiana State Board of Education (511 IAC 10-1-74) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-74) to the Professional Standards Board (515 IAC 1-1-83) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-84 Director of reading; administrative license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 84. (a) Candidates will be qualified for the administrative standard license—director of reading when they:

- (1) Hold the standard or professional license in instructional supervision—reading.
- (2) Have completed course work including:
  - (A) Reading—minimum of fifteen (15) semester hours of graduate course work above that required for the standard license in instructional supervision and always including area (vi), below:
    - (i) Major or severe deviations in communication skills as observed in the major areas of listening, speaking, reading and writing.
    - (ii) Analysis and administration of individual and group tests for reading-communication skills.
    - (iii) Diagnosis and corrective methods of treating severe problems in reading-communication skills.
    - (iv) Analysis of reading research (research for the consumer).
    - (v) Organization and administration of a system-wide reading philosophy and curriculum (elementary and secondary).
    - (vi) Practicum or internship in the administration of reading programs.
  - (B) Directed electives from related fields (fifteen (15) semester hours, of which six (6) semester hours must be at the graduate level and including areas (i) and (ii) below).
    - (i) Advanced educational psychology, child psychology or adolescent psychology.
    - (ii) Measurement and evaluation.
    - (iii) Development and use of media and materials.
    - (iv) Linguistics.
    - (v) Children's and adolescent literature.
- (3) Have been recommended by the accredited institution where the approved qualifying program was completed.
  - (b) Coverage: The holder of the administrative license—director of reading is eligible to direct, administer and supervise the reading program of a school district.

(c) Renewal: The administrative standard license—director of reading may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The administrative standard license—director of reading may be professionalized when the holder has:

- (1) Completed five (5) years experience in accredited schools as director of reading subsequent to the issuance of the standard license.
- (2) Completed a total of sixty (60) semester hours of graduate credit in reading or cognate areas from an institution regionally accredited to offer the appropriate course work.
- (3) Been recommended for the professional license by the institution where the approved professionalization program was completed.

*(Professional Standards Board; 515 IAC 1-1-84; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1865; errata, 8 IR 1160; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-78) to the Indiana State Board of Education (511 IAC 10-1-75) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-75) to the Professional Standards Board (515 IAC 1-1-84) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-85 Director of school services personnel; administrative license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 85. (a) Candidates will be qualified for the administrative standard license—director of school services personnel when they:

- (1) Hold the school services professional license as counselor, psychometrist, psychologist or social worker.
- (2) Have completed a specialist in education degree (Ed.S.), equivalent degree or a higher degree in counseling and guidance, school psychometry, school psychology or social work and have knowledge and/or competencies in:
  - (A) Staff supervision and development at all levels.
  - (B) Understanding of administrative problems and procedures at all levels.
  - (C) Effective communication skills with community and school administrative personnel.
  - (D) Group involvement in decision making techniques.
- (3) Have been recommended by the accredited institution where the approved qualifying program was

completed.

(b) Coverage: The holder of the administrative license—director of school services personnel is eligible to serve as a central office coordinator of guidance and pupil personnel services and to perform related duties as assigned by the local superintendent of schools.

(c) Renewal: The administrative standard license—director of school services personnel may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The administrative standard license—director of school services personnel may be professionalized when the holder has completed five (5) years experience in accredited schools as director of school services personnel subsequent to the issuance of the standard license. (*Professional Standards Board; 515 IAC 1-1-85; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1866; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-79) to the Indiana State Board of Education (511 IAC 10-1-76) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-76) to the Professional Standards Board (515 IAC 1-1-85) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-86 Director of special education; administrative license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 86. (a) Candidates will be qualified for the administrative standard license—director of special education when they:

(1) Hold a professional license in all grade education—special education or hearing impaired or a professional license in school services—educational audiologist, speech language and hearing clinician, psychologist or psychometrist.

(2) Have completed course work (undergraduate or graduate), including:

(A) General school administration, organization and administration of special education, related practicum or internship in administration.

(B) Special education areas to be selected from special class and therapy areas: orthopedic and special health problems, blind and partially sighted, deaf, mentally retarded, emotionally disturbed, learning disabled, multiply handicapped and speech and hearing therapy. Of this course work, at least eight (8) semester hours must be at the graduate level.

(C) Tests and measurements, psychodiagnostic evaluation and counseling.

(3) Have been recommended by the accredited institution where the approved qualifying program was completed.

(b) Coverage: The holder of the administrative license—director of special education is eligible to administer and supervise the special education program of a school district.

(c) Renewal: The administrative standard license—director of special education may be renewed as specified in 530 IAC 2-3 [515 IAC 1-3-1, 515 IAC 1-3-2].

(d) Professionalization: The administrative standard license—director of special education may be professionalized when the holder has:

(1) Completed five (5) years of experience in accredited schools as director of special education subsequent to the issuance of the standard license.

(2) Completed a total of sixty (60) hours of graduate work in special education and cognate areas at a regionally accredited institution.

(3) Been recommended for the professional license by the institution where the approved professionalization program was completed.

(*Professional Standards Board; 515 IAC 1-1-86; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1866; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-80) to the Indiana State Board of Education (511 IAC 10-1-77) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-77) to the Professional Standards Board (515 IAC 1-1-86) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-1-87 Director of vocational education; administrative license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-6; IC 20-6.1-3-3; IC 20-10.1-6

Sec. 87. (a) Candidates will be qualified for the administrative standard license—director of vocational education when they have met the following requirements:

(1) Hold a professional license to teach a vocational subject.

(2) Complete the following minimum program of thirty (30) semester hours of graduate credit which must include a minimum of six (6) semester hours from an area of vocational licensing other than that in which the professional teaching license is held and which may include three (3) to six (6) semester hours in vocational-technical education administrative intern-

ship in an area vocational school or program under direction of an approved teacher training institution.

(A) Fifteen (15) semester hours of graduate credit, always including courses specifically in organization and administration of vocational-technical [*sic.*] education, methods of determining vocational-technical needs and requirements, ways of meeting needs, and school finance.

(B) Ten (10) to twelve (12) semester hours of graduate credit in general administration, always including supervision of instruction and postsecondary education.

(C) Electives to be selected from cognate subject areas related to vocational-technical education, administration, and supervision.

(3) Have been recommended by the accredited institution where the approved qualifying program was completed.

(b) The holder of the administrative license – director of vocational education is eligible to work as the administrator or director of an area vocational-technical education program or school as defined by the Indiana state plan for vocational and technical education or to work as the administrator of a comprehensive high school vocational education program.

(c) The administrative standard license – director of vocational education may be renewed as specified in 511 IAC 10-3.

(d) The administrative standard license – director of vocational education may be professionalized when the holder has:

(1) completed five (5) years experience in accredited schools as an administrator or director of a vocational-technical [*sic.*] school or program subsequent to the issuance of the standard license;

(2) completed a total of sixty (60) semester hours of graduate credit in a regionally accredited institution of which at least fifteen (15) semester hours must be in vocational and public school administration, supervision, and program development beyond that required for the standard license; and

(3) been recommended for the professional license by the institution where the approved professionalization program was completed.

*(Professional Standards Board; 515 IAC 1-1-87; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1866; filed Sep 20, 1990, 3:25 p.m.: 14 IR 284; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-1-81) to the Indiana State Board of Education (511 IAC 10-1-78) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-78) to the Profes-*

*sional Standards Board (515 IAC 1-1-87) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-88 Occupational specialist certificate; definitions**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-10-1

Sec. 88. (a) As used in sections 80 through 86 of this rule [*sections 89 through 95 of this rule*], “assistantship inventory” means the diagnostic instrument developed and distributed by the department of education in the occupational specialist program manual that is completed by the vocational administrator at the end of a beginning teacher’s assistantship to assess that individual’s progress toward developing the skills and practices necessary for excellence in teaching.

(b) As used in sections 80 through 86 of this rule [*sections 89 through 95 of this rule*], “basic skills test” means the diagnostic instrument used to assess reading, mathematics, and language arts skills of individuals holding an occupational specialist certificate.

(c) As used in sections 80 through 86 of this rule [*sections 89 through 95 of this rule*], “beginning teacher” means an individual pursuing the occupational specialist I certificate.

(d) As used in sections 80 through 86 of this rule [*sections 89 through 95 of this rule*], “beginning teacher assistantship” means the program established under section 84 of this rule [*section 93 of this rule*] for the purpose of:

(1) assisting beginning teachers in the performance of their duties;

(2) assisting beginning teachers to develop skills and educational practices necessary for excellence in vocational teaching; and

(3) developing beginning teachers’ professional development plans.

(e) As used in sections 80 through 86 of this rule [*sections 89 through 95 of this rule*], “beginning teacher seminar” means the program initiated within sixty (60) days after the vocational teacher begins teaching. The program includes the local orientation program and the in-service training provided by the university representative.

(f) As used in sections 80 through 86 of this rule [*sections 89 through 95 of this rule*], “mentor” means a teacher with outstanding teaching skills who is assigned by the vocational administrator to guide the beginning teacher toward attaining skills and practices necessary for excellence in teaching.

(g) As used in sections 80 through 86 of this rule [*sections 89 through 95 of this rule*], “occupational

experience” means documented experience in a specific vocational occupational licensing area that meets one (1) of the following:

- (1) Six thousand (6,000) clock hours of occupational experience within the last five (5) years.
- (2) Four thousand (4,000) clock hours of occupational experience and completion of a state approved occupational competency exam in the occupational area.
- (3) Four thousand (4,000) clock hours of occupational experience and completion of a related two (2) year associate degree or related higher degree from an accredited institution.
- (4) Four thousand (4,000) clock hours of occupational experience and successful completion of an approved apprenticeship or internship program that is a regular part of the training for that particular occupation.

(h) As used in sections 80 through 86 of this rule [sections 89 through 95 of this rule], “occupational competency exam” means the method by which the holder of the occupational specialist certificate must demonstrate the holder’s level of competence in a specific vocational occupational area. The level of competence must be demonstrated by successful completion of any of the following:

- (1) The written and performance sections of the National Occupational Competency Testing Institute (NOCTI) test for the specific vocational occupational area.
- (2) Evidence of occupational licensure based on approved state or national board training and evaluation.
- (3) Evidence of occupational proficiency based on approved regional, state, or national association training and evaluation.

(i) As used in sections 80 through 86 of this rule [sections 89 through 95 of this rule], “occupational specialist” means the form of vocational licensing used for the induction and continuance of occupational specialists in vocational teaching who are:

- (1) pursuing a planned program of teacher development prescribed by the state board of education; and
- (2) not yet qualified for a standard teaching license.

(j) As used in sections 80 through 86 of this rule [sections 89 through 95 of this rule], “professional development plan” means a written document that:

- (1) is prepared and revised cooperatively by the teacher, vocational administrator, and the university representative;
- (2) outlines the requirements for each renewal of the occupational specialist I and II certificates; and
- (3) outlines the requirements and objectives that must be met by the teacher toward conversion of the occupational specialist certificate III to a standard teaching

license.

(Professional Standards Board; 515 IAC 1-1-88; filed May 30, 1989, 2:00 p.m.: 12 IR 1862; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-79) to the Professional Standards Board (515 IAC 1-1-88) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-1-89 Occupational specialist certificate; basic requirements**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-10.1

Sec. 89. (a) A candidate for certification as an occupational specialist at any level must meet the following requirements:

- (1) Hold a high school diploma or general equivalency diploma.
- (2) Be accepted for instructional employment in a specific vocational occupational area by an Indiana school corporation, cooperating school corporation for vocational education organized under IC 20-1-18-7, or accredited educational program offered by the department of corrections.
- (3) Provide documentation of occupational experience in accordance with section 79(g) of this rule [section 88(g) of this rule] in the specific vocational occupational area.
- (4) Complete the application process required by the department of education.

(b) A candidate may receive an initial occupational specialist certificate at the level for which the candidate meets the minimum qualifications. (Professional Standards Board; 515 IAC 1-1-89; filed May 30, 1989, 2:00 p.m.: 12 IR 1863; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-80) to the Professional Standards Board (515 IAC 1-1-89) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-1-90 Occupational specialist I certificate; requirements**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-10.1

Sec. 90. (a) A candidate is eligible for the occupational specialist I certificate when the requirements under section 80(a) of this rule [section 89(a) of this rule] have been met.

(b) The occupational specialist I license is valid for one (1) year.

(c) The holder of the occupational specialist I certificate may be recommended for the occupational specialist

II certificate by the employing vocational administrator and the university teacher trainer if the certificate holder has completed the following:

- (1) The beginning teacher seminar.
- (2) The beginning teacher assistantship as described in section 84 of this rule [section 93 of this rule].
- (3) A professional development plan.
- (4) After September 1, 1991, the basic skills test and occupational competency exam.

(d) The occupational specialist I certificate may be renewed once for an additional one (1) year period upon:

- (1) verification of completion of the beginning teacher seminar; and
- (2) the request of the employing vocational administrator.

*(Professional Standards Board; 515 IAC 1-1-90; filed May 30, 1989, 2:00 p.m.: 12 IR 1864; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-81) to the Professional Standards Board (515 IAC 1-1-90) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-1-91 Occupational specialist II certificate; requirements**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-10.1

Sec. 91. (a) A candidate may qualify for the occupational specialist II certificate by completing the requirements under section 80(a) of this rule [section 89(a) of this rule] and:

- (1) the requirements under section 81(c) of this rule [section 90(c) of this rule]; or
- (2) the requirements under subsection (b).

(b) A candidate may qualify for the occupational specialist II certificate upon completion of the following:

- (1) Three (3) years teaching experience.
- (2) A professional development plan.
- (3) After September 1, 1991, the basic skills test and the occupational competency exam.

(c) The teaching experience required under subsection (b) must be in an accredited school, but not necessarily at the grade level or in the subject area of the occupational specialist certificate.

(d) The occupational specialist II certificate is valid for four (4) years, and may be renewed indefinitely for subsequent four (4) year periods.

(e) Each application for renewal of the occupational specialist II certificate shall include verification of a revised professional development plan, and evidence of completion of one (1) of the following options:

- (1) Six (6) semester hours academic coursework, preapproved by the university representative, in the

specific vocational occupational area, professional education, or a combination.

(2) Ninety (90) clock hours of in-service preapproved by the employing vocational administrator and the university representative.

(3) Three (3) semester hours academic coursework approved by the university representative in the specific vocational occupational area or in professional education, and forty-five (45) clock hours of in-service preapproved by the employing vocational administrator and the university representative.

*(Professional Standards Board; 515 IAC 1-1-91; filed May 30, 1989, 2:00 p.m.: 12 IR 1864; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-82) to the Professional Standards Board (515 IAC 1-1-91) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-1-92 Occupational specialist III certificate; requirements**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-10.1

Sec. 92. (a) A candidate for the occupational specialist III certificate must meet the following requirements:

(1) Completion of the requirements under section 80(a) of this rule [section 89(a) of this rule].

(2) Verification of occupational experience under section 79(g) of this rule [section 88(g) of this rule].

(3) Completion of a baccalureate [sic.] degree at an accredited institution; or, completion of an associate degree in the specific vocational occupational area at an accredited institution.

(4) Official acceptance by an approved teacher training institution on a program to achieve the standard vocational teaching license.

(b) The occupational specialist III certificate is valid for five (5) years, and may be renewed for subsequent five (5) year periods.

(c) Each application for renewal of the occupational specialist III certificate shall include verification of completion of the following:

(1) A revised professional development plan.

(2) Fifteen (15) semester hours approved academic coursework on a program toward the standard vocational teaching license.

*(Professional Standards Board; 515 IAC 1-1-92; filed May 30, 1989, 2:00 p.m.: 12 IR 1864; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-83) to the Professional Standards Board (515 IAC 1-1-92) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-93 Occupational specialist I; beginning teacher assistantship**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-7.5-1-2; IC 20-10.1

Sec. 93. (a) Beginning July 1, 1989, each beginning teacher issued an initial occupational specialist I certificate must participate in a beginning teacher assistantship for at least two (2) semesters. A beginning teacher may participate for an additional two (2) semesters in the assistantship program at the same school, or at a different school, upon recommendation of the employing vocational administrator and completion of the beginning teacher seminar.

(b) The vocational administrator shall:

- (1) assign each beginning teacher under subsection (a) a mentor;
- (2) provide the mentor adequate time to observe the beginning teacher in the classroom;
- (3) within the administrator's discretion, provide the mentor release time from the mentor's classroom and nonclassroom duties;
- (4) within the administrator's discretion, provide the beginning teacher release time from classroom and nonclassroom duties to observe the mentor in the classroom;
- (5) meet with the beginning teacher and mentor periodically; and
- (6) complete the assistantship inventory for each beginning teacher.

(c) A mentor:

- (1) must have at least five (5) years teaching experience;
- (2) must consent to the assignment as a mentor;
- (3) where possible, should teach a similar subject to that of the beginning teacher; and
- (4) where possible, should teach in the same building as the beginning teacher.

(d) The mentor shall periodically meet with the beginning teacher to:

- (1) evaluate the progress of the beginning teacher in attaining competency;
- (2) discuss strengths and weaknesses of the beginning teacher's skills and practices; and
- (3) provide guidance to the beginning teacher in how to attain excellence in teaching.

(e) A mentor does not become a supervisor under IC 20-7.5-1-2(h) as a result of performing duties under this rule. (*Professional Standards Board; 515 IAC 1-1-93; filed May 30, 1989, 2:00 p.m.: 12 IR 1865; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-84) to the Professional Standards Board (515*

*IAC 1-1-93) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-94 Occupational specialist certificate program; duties of the department of education**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-10.1

Sec. 94. The department of education shall develop and distribute a program manual to assist vocational administrators and university representatives to:

- (1) develop and monitor a professional development plan;
- (2) develop and implement the beginning teacher seminar;
- (3) implement the beginning teacher assistantship; and
- (4) understand and complete the beginning teacher assistantship inventory that is included in the program manual.

(*Professional Standards Board; 515 IAC 1-1-94; filed May 30, 1989, 2:00 p.m.: 12 IR 1865; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-85) to the Professional Standards Board (515 IAC 1-1-94) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-1-95 Occupational specialist certificate program; grade coverage; professionalization; recognition of licenses under prior rule**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-18-7; IC 20-10.1

Sec. 95. (a) The holder of any occupational specialist certificate is eligible to teach the specific vocational occupational area in a state approved vocational education program at any grade level.

(b) The occupational specialist certificate may not be professionalized.

(c) The holder of any conditional vocational full-time certificate will automatically receive an occupational specialist II or III certificate, depending on which qualifications the holder meets, upon application for renewal. (*Professional Standards Board; 515 IAC 1-1-95; filed May 30, 1989, 2:00 p.m.: 12 IR 1865; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-1-86) to the Professional Standards Board (515 IAC 1-1-95) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

## **Rule 2. Teacher Education and Certification—General Provisions**

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### 515 IAC 1-2-1 References within rule

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1-6

Sec. 1. Any reference made in Rule 47 [*this rule*] to any provision of a rule or regulation other than the provisions contained in Rule 47 [*this rule*] are to be construed as referring to Rule 46 [515 IAC 1-1] unless otherwise noted. (*Professional Standards Board; Rule 47; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 248; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-1) to the Indiana State Board of Education (511 IAC 10-2-1) by P.L.20-1984, SECTION 206, effective July 1, 1984.*

*NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-1) to the Professional Standards Board (515 IAC 1-2-1) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### 515 IAC 1-2-2 Certification and licensing issued under prior rules; recognition

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-2-1; IC 20-6.1-3-3

Sec. 2. Recognition of Certificates, Licenses and Programs of Prior Rules. (1) All licenses and certificates issued under the provisions of prior rules and regulations governing teacher education and certification shall, at the discretion of the Commission on Teacher Training and Licensing of the Indiana State Board of Education, retain the validity and coverage provided by such licenses or certificates and holders of such licenses or certificates shall have the privilege of following the gradation steps in force at the date of issue.

(2) All Life Licenses and First Grade Certificates issued under prior rules shall be considered as Professional Certificates providing the holder has earned the master's degree.

(3) All Provisional Certificates issued under prior rules and regulations shall be considered equivalent to the Standard License to be issued under the provisions of these rules.

(4) All persons who have begun licensing programs under prior rules and regulations may elect instead to meet the requirements of these rules.

(5) Any person who has matriculated (successfully completed one course) on an approved licensing program at an Indiana teacher education institution under the provisions of Bulletin 400 (Rules 44 [511 IAC 10-1-7 was repealed filed May 30, 1989, 2:00 p.m.: 12 IR 1866.] and 45 [Rule 45, renumbered 530 IAC 1-2 by the revisor, was repealed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 259, eff Sep 1, 1982], will be privileged to complete such a program until September 1, 1982, providing matriculation on any such program has been effected prior to the beginning of the academic year 1978-79. (*Professional Standards Board; Rule 47, Sec 1; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 249; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-2) to the Indiana State Board of Education (511 IAC 10-2-2) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-2) to the Professional Standards Board (515 IAC 1-2-2) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-2-3 Validation dates of licenses****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-2-1; IC 20-6.1-3-3; IC 20-6.1-3-7

Sec. 3. Validation Dates of Licenses. (1) Limited Licenses shall be valid only for the academic school year for which they are issued.

(2) Reciprocal Licenses shall be valid for one year from the date the application has been received by the Division of Teacher Education and Certification. The Reciprocal License may be renewed annually upon completion of six semester hours of course work leading to the Standard License. It may be converted to the Standard License when the holder has completed all course deficiencies listed on the Reciprocal License.

(3) The Standard License is valid for five years from the date the application has been received by the Division of Teacher Education and Certification.

(1) The Standard License may be renewed for a five year period when renewal requirements have been completed (see specific license).

(2) The Standard License may be converted to the Professional License when the professionalization requirements have been completed (see specific license).

(3) The Standard License may be renewed every five years if the course work requirements for professionalization have been completed but the experience requirement for professionalization has not been completed.

(4) The Professional License is valid for life but subject to revocation for cause.

(5) All licenses that are valid on the first day of the academic school year shall be considered valid for the duration of that academic school year. (*Professional Standards Board; Rule 47, Sec 2; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 249; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-3) to the Indiana State Board of Education (511 IAC 10-2-3) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-3) to the Professional Standards Board (515 IAC 1-2-3) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-2-4 Indiana graduates; application requirements****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-3-3; IC 20-6.1-3-6

Sec. 4. (a) All persons who have earned the qualifying degree and completed an approved program of prepara-

tion at an Indiana institution of higher education shall initiate licensing procedures with the official certification advisor of the institution granting the qualifying degree.

(b) Each applicant for licensing shall provide the Division of Teacher Education and Certification with the following materials:

(1) A completed application for licensing. The application must contain the signature of the official certification advisor of the institution granting the qualifying degree, specify the approved programs completed by the applicant and, if applicable, provide evidence of teaching experience.

(2) An official score report from the core battery and required specialty area test of the NTE or the Indiana Teacher Testing Program. Each applicant shall request that Educational Testing Service send the official score report to the Division of Teacher Education and Certification.

(3) The established fee for the issuance of the license.

(4) The license being renewed or professionalized, if applicable.

(c) Applicants for licensing or evaluation shall provide all necessary evidence of eligibility. (*Professional Standards Board; Rule 47, Sec 3; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 250; filed May 26, 1987, 2:30 p.m.: 10 IR 2284; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-4) to the Indiana State Board of Education (511 IAC 10-2-4) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-4) to the Professional Standards Board (515 IAC 1-2-4) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-2-5 Out-of-state graduates; teacher applicants****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-3

Sec. 5. All persons who have earned the qualifying degree from an institution outside of Indiana and have not completed an approved teacher education program at an Indiana institution of higher education shall submit the following materials to the division of teacher education and certification:

(1) A letter or information form specifying the level and subject area of the teaching license desired.

(2) A fee, as established under section 11 of this rule [section 19 of this rule], for each level of evaluation.

(3) A copy of the currently valid out-of-state teaching license.

(4) An official transcript from each out-of-state institu-

tion attended.

(5) If the applicant has completed the core battery or specialty area test of the National Teachers Examination (NTE) within five (5) years immediately preceding the application, an official score report from Educational Testing Services.

(6) If the applicant has teaching experience, verification of the experience including the grade level and subject taught.

*(Professional Standards Board; 515 IAC 1-2-5; filed Dec 15, 1989, 4:45 p.m.: 13 IR 882; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-5.1) to the Professional Standards Board (515 IAC 1-2-5) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-2-6 Out-of-state teacher applicants; standard license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 6. (a) Out-of-state applicants are eligible for a standard license if they meet the requirements for a license, as specified in 511 IAC 10-1 [515 IAC 1-1], 511 IAC 10-3-1 [515 IAC 1-3-1], 511 IAC 10-4-1 [515 IAC 1-4-1], and either:

(1) hold a currently valid license and a baccalaureate degree from an approved teacher education program located in a state that is a member of the Interstate Compact Agreement; or

(2) have completed a baccalaureate teacher education program accredited by the National Council for the Accreditation of Teacher Education (NCATE).

(b) Graduates of an NCATE approved teacher education program are eligible for an Indiana standard license in the applicant's teaching major if that teaching major is also offered in Indiana. The license will be granted upon the completion of the NCATE recommendation form by an authorized licensing official of the degree granting institution.

(c) Graduates of an approved teacher education program in an Interstate Compact Agreement state must hold a certificate of eligibility or a currently valid teaching license from the Compact state that is equivalent to an Indiana standard license and must have the recommendation of an authorized certification official of the degree granting institution.

(d) Graduates of institutions not located within a Compact state are eligible for an Indiana standard license if they hold a currently valid teaching license from a Compact state comparable to an Indiana standard license and can verify three (3) years of teaching experience in a Compact state.

(e) Individuals qualifying under subsection (b) or (c)

will receive licensing in all areas shown on the valid Compact state teaching license if the areas of licensing are comparable to Indiana teaching subject areas. *(Professional Standards Board; 515 IAC 1-2-6; filed Dec 15, 1989, 4:45 p.m.: 13 IR 882; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-5.2) to the Professional Standards Board (515 IAC 1-2-6) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-2-7 Out-of-state teacher applicants; reciprocal license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 7. (a) Out-of-state applicants are eligible for an Indiana reciprocal license, if they hold a certificate of eligibility or a currently valid out-of-state teaching license that is comparable to an Indiana standard license (valid for five (5) years) but do not qualify for an Indiana standard license under the provisions of section 5.2 of this rule [section 6 of this rule].

(b) A reciprocal license shall be issued to graduates of accredited institutions located in states other than Indiana who have met all of the requirements for a standard teaching license under 511 IAC 10-1-1 through 511 IAC 10-1-61 [515 IAC 1-1-1 through 515 IAC 1-1-69] except for the proficiency exam and some of the course work. Course work does not include student teaching. A reciprocal license will be issued only in the subject areas of the out-of-state license that are equivalent to Indiana teaching subject areas.

(c) A standard license will be issued when all course work and proficiency examination deficiencies have been corrected.

(d) A reciprocal license is valid for one (1) year and may be renewed up to four (4) times. A licenseholder may renew the license after the first year by correcting any proficiency exam deficiencies and earning six (6) semester hours of course work toward a standard license. A subsequent renewal requires the completion of six (6) semester hours of course work toward a standard license. *(Professional Standards Board; 515 IAC 1-2-7; filed Dec 15, 1989, 4:45 p.m.: 13 IR 883; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-5.3) to the Professional Standards Board (515 IAC 1-2-7) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-2-8 Out-of-state teacher applicants; institutions not accredited by a state, regional, or national accrediting agency**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 8. Applicants graduating from institutions not accredited by a state, regional, or national accrediting agency to offer degrees in teacher education shall submit their credentials for evaluation to an Indiana teacher education institution accredited by NCATE to offer a master's degree in education. The division will recognize only those credits accepted by an Indiana NCATE institution for degree purposes or recognized as comparable to course work completed at the Indiana NCATE school. An Indiana NCATE institution must recommend the individual for licensing. (*Professional Standards Board; 515 IAC 1-2-8; filed Dec 15, 1989, 4:45 p.m.: 13 IR 883; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-5.4) to the Professional Standards Board (515 IAC 1-2-8) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-2-9 Out-of-state teacher applicants; evidence of eligibility**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 9. Applicants for licensing or evaluation are responsible for providing all necessary evidence of eligibility. (*Professional Standards Board; 515 IAC 1-2-9; filed Dec 15, 1989, 4:45 p.m.: 13 IR 883; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-5.5) to the Professional Standards Board (515 IAC 1-2-9) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-2-10 General**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 10. All persons applying for an administrative, supervisory, or school services license who have earned the qualifying degree at a regionally or nationally accredited institution outside of Indiana and have not completed an approved qualifying program at an Indiana institution of higher education shall submit the following materials to the division of teacher education and certification:

- (1) A letter specifying the license desired.
- (2) A copy of the currently valid out-of-state license, if applicable.
- (3) A fee, as established under section 11 of this rule [section 19 of this rule], for each type of evaluation desired.
- (4) A verification of all teaching experience.

- (5) An official transcript from each institution attended.

(*Professional Standards Board; 515 IAC 1-2-10; filed Dec 15, 1989, 4:45 p.m.: 13 IR 884; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-6.1) to the Professional Standards Board (515 IAC 1-2-10) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-2-11 Out-of-state administrative, supervisory, or school services programs graduates; standard**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 11. Graduates of a National Council for the Accreditation of Teacher Education (NCATE) institution approved to offer administrative, supervisory, or school services programs are eligible for the comparable Indiana standard license if they have completed the necessary years of teaching experience at the appropriate level in an accredited school, hold the degree specified under 511 IAC 10-1-62 through 511 IAC 10-1-78 [515 IAC 1-1-70 through 515 IAC 1-1-87], and hold a currently valid out-of-state license in the area comparable to the Indiana standard license or hold an Indiana professional teaching license. (*Professional Standards Board; 515 IAC 1-2-11; filed Dec 15, 1989, 4:45 p.m.: 13 IR 884; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-6.2) to the Professional Standards Board (515 IAC 1-2-11) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-2-12 Out-of-state applicants for administrative, supervisory, and school services licenses; standard license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 12. Out-of-state applicants for administrative, supervisory, and school services licenses are eligible for a standard license in the desired area if they meet the requirements for a particular license, have completed the necessary years of teaching experience at the appropriate level in an accredited school as specified under 511 IAC 10-1-62 through 511 IAC 10-1-78 [515 IAC 1-1-70 through 515 IAC 1-1-87], and hold a currently valid out-of-state license in a subject area comparable to an Indiana standard license in the subject area or hold an Indiana professional teaching license. (*Professional Standards Board; 515 IAC 1-2-12; filed Dec 15, 1989, 4:45 p.m.: 13 IR 884; readopted filed Sep 25, 2001, 9:43*

*a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-6.3) to the Professional Standards Board (515 IAC 1-2-12) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-2-13 Out-of-state applicants for administrative, supervisory, and school services licenses; Indiana reciprocal license**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 13. (a) Out-of-state applicants for administrative, supervisory, and school services licenses are eligible for an Indiana reciprocal license in the desired area if they hold a currently valid out-of-state license or certificate of eligibility in the appropriate area and hold the degree as specified in 511 IAC 10-1-62 through 511 IAC 10-1-78 [515 IAC 1-1-70 through 515 IAC 1-1-87] and have the necessary years of teaching experience at the appropriate level in an accredited school, as specified under 511 IAC 10-1-62 through 511 IAC 10-1-78 [515 IAC 1-1-70 through 515 IAC 1-1-87].

(b) The holder of a reciprocal license in administration, supervision, or school services is eligible for an Indiana standard license in administration, supervision, or school services when all deficiencies on the reciprocal license are corrected.

(c) The Indiana reciprocal license in administration, supervision, or school services is valid for one (1) year and may be renewed up to four (4) times. Each renewal requires the completion of six (6) semester hours of course work toward the fulfillment of the requirements of a standard license. (*Professional Standards Board; 515 IAC 1-2-13; filed Dec 15, 1989, 4:45 p.m.: 13 IR 884; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-6.4) to the Professional Standards Board (515 IAC 1-2-13) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-2-14 Out-of-state applicants for administrative, supervisory, and school services licenses; evidence of eligibility**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 14. Applicants for licensing or evaluation shall provide all evidence of eligibility. (*Professional Standards Board; 515 IAC 1-2-14; filed Dec 15, 1989, 4:45 p.m.: 13 IR 884; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State*

*Board of Education (511 IAC 10-2-6.5) to the Professional Standards Board (515 IAC 1-2-14) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-2-15 Creditable experience for licensing**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1-6; IC 20-6.1-3-3

Sec. 15. Creditable Experience for Licensing. (1) The following experiences shall be recognized as acceptable activities in computing experience required for licensing:

(1) Appropriate experience in any Indiana school that was certified, accredited or commissioned by the Commission on General Education of the State Board of Education during the time such experience was acquired.

(2) Appropriate experience in a school outside of Indiana but within the United States if such school was certified, accredited, commissioned, or equally recognized by the duly authorized agency of the state during the time such experience was acquired.

(3) Appropriate experience in a school maintained by the United States government for children of military personnel and other governmental employees either in the United States or in a foreign country.

(4) Appropriate teaching experience as a Peace Corps volunteer.

(5) Appropriate experience in the Indiana State Department of Public Instruction (for professionalization of administrative and supervisory licenses only).

(2) Responsibility for verifying any experience to be credited in accordance with Section 6.1 [subsection (1) of this section] will rest with the employing school superintendent or authorized official of the federal or state department or agency.

(3) The minimum amount of service to be counted as one year of creditable experience shall be the equivalent of 120 full days acquired during the regular school term. A half year shall be credited for service equivalent to 60 full days, or more, but less than 120, acquired during the regular school term. Two half years of credit may be combined for credit not to exceed one year. No more than one year of creditable service shall be granted for services rendered within a twelve month period beginning July 1st and ending June 30th.

(4) Active military experience shall qualify the holder of the Standard License for extended validation of said license for a period equivalent to the time spent in active military service and not exceeding two years providing the military service occurred during the validation period of the Standard License.

(1) Copies of military discharge papers must be submitted to the Division of Teacher Education and

Certification to qualify for this extended validation.

(2) Under no circumstances shall active military experience apply toward experience required to convert any Standard License to a Professional License.

*(Professional Standards Board; Rule 47, Sec 6; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 253; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529)*  
*NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-7) to the Indiana State Board of Education (511 IAC 10-2-7) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-7) to the Professional Standards Board (515 IAC 1-2-15) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-2-16 Student teaching requirements; exemptions**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-3

Sec. 16. Student Teaching. (1) Those persons with three years of full-time teaching experience may be exempt from student teaching requirements providing such experience has been at the appropriate grade level and in the area of licensing desired, and the candidate has met the total requirement in professional education including the recommendation of the institution of higher education in Indiana where the program has been/is being completed.

(2) All other candidates shall have their eligibility determined by the staff of the Division of Teacher Education and Certification.

(3) Student teaching experience must be satisfactorily completed at an elementary, middle or secondary school commissioned or accredited by the state or at an equally recognized school in an out-of-state setting.

(4) The Indiana Professional License qualifies the holder to serve as a supervising teacher in all teaching areas designated on the Professional License. The final selection of the supervising teacher shall be the joint responsibility of the teacher education institution and the superintendent of the cooperating state commissioned school and with the approval of the supervising teacher.  
*(Professional Standards Board; Rule 47, Sec 7; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 254; filed Oct 20, 1982, 9:24 a.m.: 5 IR 2516; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529)*  
*NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-8) to the Indiana State Board of Education (511 IAC 10-2-8) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-8) to the Professional*

*Standards Board (515 IAC 1-2-16) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-2-17 Substitute teacher certificate**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-1-8; IC 20-6.1-3-2; IC 20-6.1-3-3; IC 20-6.1-5

Sec. 17. (a) School corporations shall not employ persons holding substitute certificates when licensed teachers are available.

(b) School corporations are encouraged to offer in-service training to their respective substitutes and to involve classroom teachers in such programs.

(c) The term "substitute teacher" shall mean a teacher, as defined in IC 20-6.1-1-8, working in the public schools of Indiana and holding a substitute certificate issued by the state board of education.

(d) Substitute certificates are valid for no more than one hundred nineteen (119) substitute teaching days per school corporation per school year. The state board shall issue a one (1) year substitute certificate and a five (5) year substitute certificate.

(e) To be eligible for a one (1) year substitute certificate, an individual must have completed a minimum of sixty (60) semester hours of college credit at an accredited institution. To be eligible for a five (5) year substitute certificate, an individual must:

(1) have completed a bachelor's degree at an accredited institution; or

(2) have completed a minimum of sixty (60) semester hours college credit at an accredited institution, have a minimum of thirty (30) days substitute teaching experience, and provide evidence of satisfactory performance.

(f) Any person who holds a valid Indiana professional, provisional, standard, reciprocal, or limited license may substitute an unlimited number of days.

(g) Any person who holds a valid Indiana professional, provisional, standard, or limited license and who serves as an occasional substitute teacher, shall be compensated on the regular pay schedule for substitutes of that school corporation.

(h) Any person holding a valid Indiana provisional, professional, or standard license who serves as a substitute teacher in the same teaching position for more than fifteen (15) consecutive school days shall be compensated on the regular pay schedule for teachers of that school corporation.

(i) A person may not serve as a substitute teacher without a valid certificate or license issued under the authority of the state board of education.

(j) Substitute teaching shall not count as regular

teaching experience to be used toward professionalizing an Indiana teaching license, waiving the proficiency test, or waiving the beginning teacher internship.

(k) A substitute teaching certificate may be renewed upon application. (*Professional Standards Board; Rule 47, Sec 8; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 255; filed Nov 3, 1981, 12:45 p.m.: 4 IR 2841; filed Aug 28, 1986, 2:10 p.m.: 10 IR 8; filed Dec 15, 1989, 4:45 p.m.: 13 IR 885; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-9) to the Indiana State Board of Education (511 IAC 10-2-9) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-9) to the Professional Standards Board (515 IAC 1-2-17) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **515 IAC 1-2-18 License revocation, suspension, surrender; authority; grounds; procedures**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 4-21.5-3; IC 20-6.1-3-7; IC 20-6.1-3-7.1; IC 20-6.1-4-13

Sec. 18. (a) The professional standards board may, on the written recommendation of the superintendent of public instruction, revoke or suspend any license issued under 515 IAC 1-1 and this rule or under prior rules and regulations governing teacher education and licensing.

(b) A license may be revoked or suspended for immorality, misconduct in office, incompetency, or willful neglect of duty. The grounds of these charges may include, but are not limited to, the following:

- (1) The person to whom the license was issued obtained the license by material misrepresentation or fraudulent means.
- (2) The person to whom the license was issued has had a license revoked or suspended in another state.
- (3) The person to whom the license was issued has been convicted of a misdemeanor or a felony which directly relates to the ability to perform the person's teaching duties. Offenses which constitute a violation under this subsection may include crimes of moral turpitude, drug related offenses, or the issuing of false statements.
- (4) The person to whom the license was issued is subject to license suspension under IC 20-6.1-4-13.

(c) To facilitate the review of a request to the board, every applicant for a new license, a renewal license, or a substitute teacher license, and every petitioner for reinstatement of a license, shall:

- (1) obtain a copy of the applicant's limited criminal

history from the Indiana central repository for criminal history information and submit the copy to the board with the application;

- (2) submit to the board a document that verifies the existence of any information which does not appear on the limited criminal history but which discloses that criminal proceedings against the applicant have been concluded or indefinitely postponed.

The limited criminal history shall be valid for one hundred eighty (180) calendar days before the issuance of a license and for one (1) year after the issuance of a license, subject to any extension allowed by the Indiana Rules of Trial Procedure.

(d) The professional standards board may suspend a license under the provisions of this section for a period of time not to exceed two (2) years calculated from the date of imposition. At the conclusion of any suspension period imposed by the professional standards board, the license shall be reinstated upon written request of the license holder.

(e) The validity period of a license shall not be extended and any renewal or professionalization requirements shall not be waived at the time of reinstatement of a license suspended under subsection (d), revoked under subsection (f), or surrendered under subsection (g).

(f) The professional standards board may revoke a license under this section for an indeterminate period of time; provided, however, that the person suffering the revocation may petition the professional standards board for reinstatement at any time subsequent to the passage of two (2) years calculated from the date of revocation.

(g) A license surrendered to the professional standards board pursuant to a plea agreement, probation agreement, sentencing agreement, or sentence or to avoid legal action will be treated as a revoked license. The holder of the license may petition the professional standards board for reinstatement of the license at any time subsequent to the passage of two (2) years calculated from the date the surrender was accepted by the professional standards board, providing the petition for reinstatement is not in violation of any court order or court-approved agreement.

(h) An individual who committed an offense for which a teaching license could be suspended or revoked prior to seeking an initial teaching license or renewal of a teaching license may be required to participate in a hearing to determine the individual's fitness to hold a teaching license. The professional standards board may deny or hold pending an individual's application for an initial license or a license renewal until the outcome of the fitness hearing, if a fitness hearing is required, is known.

(i) An individual who petitions the professional standards board for reinstatement of a revoked or surrendered license and an individual required to participate in

a fitness hearing under subsection (h) before receiving an initial license shall have the burden of proving fitness to hold a license. In making a determination of fitness, the professional standards board shall consider the following factors:

- (1) The likelihood the conduct or offense adversely affected, or would affect, students or fellow teachers, and the degree of adversity anticipated.
- (2) The proximity or remoteness in time of the conduct or offense.
- (3) The type of teaching credential held or sought by the individual.
- (4) Extenuating or aggravating circumstances surrounding the conduct or offense.
- (5) The likelihood of recurrence of the conduct or offense.
- (6) The extent to which a decision not to issue the license would have a chilling effect on the individual's constitutional rights or the rights of other teachers.
- (7) Evidence of rehabilitation, such as participation in counseling, self-help support groups, community service, gainful employment subsequent to the conduct or offense, and family and community support.
- (j) IC 4-21.5-3 shall govern the following proceedings:
  - (1) A hearing on the suspension of a license under subsection (d).
  - (2) A hearing on the revocation of a license under subsection (f).
  - (3) A reinstatement hearing under subsection (f).
  - (4) A reinstatement hearing under subsection (g).
  - (5) A fitness hearing under subsection (h).
- (k) The sanctions provided for under this section are intended to be remedial rather than punitive, and the professional standards board may, at any time, order expunged the content of any file in its possession.

(l) Any proceeding under subsection (j) may be conducted by the professional standards board or, at its discretion, by an administrative law judge. (*Professional Standards Board; Rule 47, Sec 9; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 256; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1867; filed Dec 15, 1993, 5:00 p.m.: 17 IR 992; filed Sep 16, 1998, 9:13 a.m.: 22 IR 443; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)  
*NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-10) to the Indiana State Board of Education (511 IAC 10-2-10) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-10) to the Professional Standards Board (515 IAC 1-2-18) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### 515 IAC 1-2-19 Fees; licensing fund

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3-6

Sec. 19. (a) The following are nonrefundable application fees for a license, certificate, or permit:

(1) Issuance of an original license	\$35
(2) Renewal	\$35
(3) Add or delete a license area	\$35
(4) Conversion to a professional license	\$35
(5) Limited license	\$35
(6) Substitute certificate	\$15
(7) Reciprocal license	\$35
(8) Evaluation to professionalize a license	\$35
(9) Evaluation of an out-of-state transcript, per licensing area	\$35
(10) Duplicate	\$35
(11) Name change	\$ 0
(12) Degree change	\$35
(13) Internship change	\$35
(14) Certificate	\$35
(15) Permit	\$35

(b) An applicant may combine any two (2) or more actions for renewal, to add a license area, to drop a license area, or for conversion to a professional license in the same application, and pay a fee for only one (1) of the actions.

(c) An applicant may combine any one (1) or more action for degree change, or internship change, in an application for any one (1) or more action for renewal, to add a license area, to drop a license area, or for conversion to a professional license, and pay a fee for only one (1) of the actions.

(d) In the event that a professional standards board licensing fund for fees exists at the time the fees are due, an applicant shall pay the fees to the board, which shall deposit the fees in the licensing fund. The board shall administer the licensing fund in accordance with the current legislation that authorizes the licensing fund. (*Professional Standards Board; Rule 47, Sec 10; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 257; filed Jul 29, 1985, 3:00 p.m.: 8 IR 2027, eff Jan 1, 1986; filed Nov 13, 1996, 4:00 p.m.: 20 IR 958, eff Oct 1, 1996 [IC 4-22-2-36 suspends the effectiveness of a rule document for thirty (30) days after filing with the secretary of state. LSA Document #96-24(F) was filed Nov 13, 1996]; filed Jun 1, 1998, 3:30 p.m.: 21 IR 3838; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529; filed Nov 30, 2001, 10:50 a.m.: 25 IR 1148, eff Jan 1, 2002*)  
*NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-11) to the Indiana State Board of Education (511 IAC 10-2-11) by P.L. 20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education*

(511 IAC 10-2-11) to the Professional Standards Board (515 IAC 1-2-19) by P.L. 46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-2-20 Limited licenses; application; renewal**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-3-3; IC 20-6.1-3-10.1

**Affected:** IC 20-6.1-8

Sec. 20. (a) A limited license is valid only for the school year during which it is granted, and it expires June 30.

(b) Limited licenses will be granted by the Indiana professional standards board provided the following criteria have been met:

- (1) An application for a limited license must be submitted by an employing school superintendent.
- (2) The candidate holds a baccalaureate degree from a state or regionally accredited institution.
- (3) If the request is for a secondary level subject area, the candidate must show evidence of at least fifteen (15) semester hours' credit in the area of request.
- (4) The employing school superintendent has verified an emergency need for personnel in the subject area of the request.
- (5) The application for a limited license must be submitted no later than six (6) weeks after the teacher begins actual service.
- (6) The limited license may be renewed every year upon completion of six (6) semester hours of course work directed toward a standard license in the limited license subject area.
- (7) The renewal of a limited license requires the recommendation of the certification advisor at the institution where the course work toward a planned program was completed.

(c) A candidate for an initial standard license who fails to demonstrate proficiency as required by 515 IAC 1-4 is eligible for a one (1) year, renewable limited license if the following criteria are met:

- (1) The candidate holds a baccalaureate degree from a state or regionally accredited institution.
- (2) The candidate has completed an approved teacher education preparation program.
- (3) The candidate has been administered the examination described in:
  - (A) 515 IAC 1-4-1(a)(1)(A) and has successfully demonstrated proficiency for both professional education and knowledge of the areas in which the candidate is required to have a license; or
  - (B) 515 IAC 1-4-1(a)(1)(B) and has successfully demonstrated proficiency for pedagogy and knowledge of the areas in which the candidate is required to have a license.

(4) The candidate is eligible for the limited license even though the candidate has not demonstrated the level of proficiency required:

- (A) under 515 IAC 1-4-1(a)(1)(A) for communications skills and/or general education; or
- (B) under 515 IAC 1-4-1(a)(1)(B) for basic reading, writing, and mathematics.

(5) Application for the limited license is submitted through an employing superintendent who has verified an emergency need for personnel in the subject area in which the candidate has completed an approved teacher education preparation program.

(6) The application is submitted no later than six (6) weeks after the candidate begins actual service.

(d) A limited license under subsection (c) is:

- (1) a renewable, one (1) year limited license, provided that the candidate submits to an additional examination for those areas in which the candidate has not demonstrated proficiency;
- (2) issued only in the subject areas in which the candidate has completed an approved teacher education preparation program; and
- (3) not valid for teaching summer school following the school year in which the license is issued and not valid after:

(A) September 1, 2000, for licenses issued under 515 IAC 1-4-1(a)(1)(A); and

(B) December 1, 2001, for licenses issued under 515 IAC 1-4-1(a)(1)(B).

(e) The employing school corporation is responsible for providing the holder of a limited license under subsection (c) with supervision on a regular basis by a teacher:

- (1) assigned to the same school building as the holder of the limited license;
  - (2) who has at least five (5) years of teaching experience;
  - (3) who will serve as an informative resource for the holder of the limited license; and
  - (4) who will not conduct or be involved in evaluation of the performance of the holder of the limited license.
- (f) The holder of a limited license under subsection (c):
- (1) may retake the examination in which proficiency was not demonstrated an unlimited number of times;
  - (2) is advised to seek remediation in order to demonstrate proficiency on the remaining examination;
  - (3) is advised to contact the institution at which the individual completed the teacher education preparation program for counseling concerning remediation; and
  - (4) is not exempt from the requirements of the beginning teacher internship under IC 20-6.1-8 and 515 IAC 1-5.

*(Professional Standards Board; Rule 47, Sec 11; filed Dec 10, 1975, 2:50 p.m.; Rules and Regs. 1976, p. 257;*

*filed Nov 3, 1981, 12:45 p.m.: 4 IR 2842; filed May 21, 1992, 5:00 p.m.: 15 IR 2212; filed Sep 16, 1998, 9:16 a.m.: 22 IR 444; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-12) to the Indiana State Board of Education (511 IAC 10-2-12) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-12) to the Professional Standards Board (515 IAC 1-2-20) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-2-21 Accreditation of institutions preparing educators**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-2-1; IC 20-6.1-2-2

Sec. 21. (a) State approval of institutions preparing educators is based on Standards Procedures & Policies for the Accreditation of Professional Education Units of the National Council for Accreditation of Teacher Education (NCATE) (hereby incorporated by reference), Model Standards for Beginning Teacher Licensing and Development of the Interstate New Teacher Assessment and Support Consortium (INTASC) (hereby incorporated by reference), and the Standards for Teachers adopted by the Indiana professional standards board. Actual accreditation by NCATE is strongly encouraged but not mandatory. An institution not accredited by NCATE must be reviewed for approval according to subsection (d).

(b) A unit assessment system must be approved by the Indiana professional standards board according to Indiana professional standards board guidelines.

(c) An institution accredited by NCATE must submit to the Indiana professional standards board, prior to the NCATE accreditation visit, reports which comply with the Indiana professional standards board guidelines and expected time line.

(d) An institution not seeking NCATE accreditation must submit to the Indiana professional standards board, prior to the accreditation visit, reports which comply with the Indiana professional standards board guidelines and expected time line. Based on the model of NCATE accreditation, the Indiana professional standards board will conduct an accreditation visit using the Indiana board of examiners.

(e) The Indiana professional standards board will make the final determination of the Indiana accreditation status of all institutions desiring to prepare educators for licensing.

(f) The Indiana professional standards board shall assist institutions in developing quality programs for preparing educators. (*Professional Standards Board;*

*Rule 47, Sec 12; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 257; filed Dec 2, 1987, 11:38 a.m.: 11 IR 1263; filed Jun 4, 1999, 2:32 p.m.: 22 IR 3104; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-13) to the Indiana State Board of Education (511 IAC 10-2-13) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-13) to the Professional Standards Board (515 IAC 1-2-21) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### **515 IAC 1-2-22 Exceptions to training and licensing requirements**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-2; IC 20-6.1-3

Sec. 22. The professional standards board, after consideration of proper evidence and testimony, shall have the right to make exceptions in the administration and application of its promulgated rules if the board finds that:

- (1) the applicant has educational experience that is substantially equivalent to the educational requirements under the rules of the board;
- (2) the applicant has passed an examination or assessment that is substantially equivalent to the applicable examination or assessment for certification or licensing under the rules of the board; and
- (3) the applicant has demonstrated work or related experience that is sufficiently related to the practice of teaching.

The professional standards board may not grant an exception to any requirements that are provided by statute. In addition, nothing in this section may be construed to authorize the professional standards board to waive or otherwise make exceptions to the requirement that the applicant demonstrate compliance with the performance-based standards for licensure or certification as adopted by the board. (*Professional Standards Board; Rule 47, Sec 13; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 259; filed Jul 25, 1997, 8:30 a.m.: 20 IR 3366; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-14) to the Indiana State Board of Education (511 IAC 10-2-14) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-2-14) to the Professional Standards Board (515 IAC 1-2-22) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

**515 IAC 1-2-23 Severability clause****Authority:** IC 20-1-1.4-7**Affected:** IC 20-1-1-6

Sec. 23. Severability Clause. If any provision of Rule 46 [515 IAC 1-1] or 47 [this rule] or the application thereof to any person or circumstances is held invalid, the invalidity does not affect the other provisions or applications of Rule 46 [515 IAC 1-1] or Rule 47 [this rule] which can be given effect without provision or application, and to this end the provisions of Rule 46 [515 IAC 1-1] and Rule 47 [this rule] are severable. (*Professional Standards Board; Rule 47, Sec 14; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 259; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) **NOTE:** Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-15) to the Indiana State Board of Education (511 IAC 10-2-15) by P.L.20-1984, SECTION 206, effective July 1, 1984. **NOTE:** Transferred from the Indiana State Board of Education (511 IAC 10-2-15) to the Professional Standards Board (515 IAC 1-2-23) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-2-24 Repeal of prior rules****Authority:** IC 20-1-1.4-7**Affected:** IC 20-1-1-6

Sec. 24. Repeal of Prior Rules. Rules 38, 44 and 45 are hereby repealed with the exception of the regulations governing Conditional Vocational Certification of Rule 44. (*Professional Standards Board; Rule 47, Sec 15; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 259; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) **NOTE:** Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-16) to the Indiana State Board of Education (511 IAC 10-2-16) by P.L.20-1984, SECTION 206, effective July 1, 1984. **NOTE:** Transferred from the Indiana State Board of Education (511 IAC 10-2-16) to the Professional Standards Board (515 IAC 1-2-24) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**515 IAC 1-2-25 Effective date and applicability of rules****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-2-1; IC 20-6.1-2-2

Sec. 25. Effective Date of Rules 46 [515 IAC 1-1] and 47 [this rule]. (1) Indiana teacher education institutions shall have until August 1, 1978, to implement approved programs conforming to Rules 46 [515 IAC 1-1] and 47 [this rule].

(1) Each teacher education institution must submit all teacher education programs to the Division of Teacher

Education and Certification for official approval of the Commission on Teacher Training and Licensing prior to August 1, 1978.

(2) Institutions may implement programs conforming to Rule 46 [515 IAC 1-1] and 47 [this rule]. any time after such programs have been officially approved by the Commission on Teacher Training and Licensing. (*Professional Standards Board; Rule 47, Sec 16; filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 259; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) **NOTE:** Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-2-17) to the Indiana State Board of Education (511 IAC 10-2-17) by P.L.20-1984, SECTION 206, effective July 1, 1984. **NOTE:** Transferred from the Indiana State Board of Education (511 IAC 10-2-17) to the Professional Standards Board (515 IAC 1-2-25) by P.L.46-1992, SECTION 19, effective July 1, 1992.

**Rule 3. Teacher Education and Certification;  
Continuing Education**

515 IAC 1-3-1 General provisions

515 IAC 1-3-2 Effective dates

**515 IAC 1-3-1 General provisions****Authority:** IC 20-1-1.4-7**Affected:** IC 20-1-11.3; IC 20-5-11; IC 20-6.1-2-1; IC 36-1-7

Sec. 1. (a) The purpose of this rule is to provide continuing education requirements for all instructional, school services, instructional supervision, and administrative standard and professional licenses.

(b) License renewal shall be valid for areas listed on the previous license.

(c) Upon completion of a master's degree in accordance with 515 IAC 1-1 and five (5) years teaching experience in accredited schools at the level and in one (1) or more areas covered by the license, the professional license will be issued initially for ten (10) years renewable for five (5) years thereafter, as indicated in 515 IAC 1-1.

(d) A person may renew a license by completing six (6) semester hours of approved academic credit, ninety (90) certification renewal units (CRUs), or an equivalent combination of academic credit and CRUs. Academic credits and CRUs shall count toward license renewal only if earned during the five (5) year period immediately preceding the application for renewal. The following shall also apply:

(1) Credit must be earned in certification major, certification minor, or professional education.

(2) Credits or CRUs earned in excess of the minimum required for a renewal may not count toward a subsequent renewal.

(e) CRUs are granted for experiences that will aid applicants in maintaining and improving professional capabilities in areas of licensure. CRUs must be approved by the professional standards board.

(f) CRU distribution shall be as follows:

(1) One (1) CRU will be awarded for every two (2) contact hours of participation in an organized educational experience leading to improved instruction under responsible sponsorship, capable direction, and qualified instruction.

(2) Ten (10) CRUs will be granted for each one (1) quarter hour of academic credit when related to professional growth.

(3) Fifteen (15) CRUs will be granted for each one (1) semester hour of academic credit when related to professional growth.

(g) Programs for which CRUs will be granted must be submitted for approval forty-five (45) days before the date of the program.

(h) All programs for which CRUs are granted must be under the sponsorship of any of the following:

(1) An accredited college.

(2) An accredited university.

(3) A school corporation or combination of school corporations.

(4) An educational service center organized under IC 20-1-11.3.

(5) A joint program organized under IC 20-5-11.

(6) An interlocal agreement organized under IC 36-1-7.

(7) The Indiana state board of education through the department of education.

(i) Organizations eligible to offer programs for CRUs shall issue each participant a uniform certificate of completion denoting the number of hours attended or CRUs earned. The teacher is responsible for maintaining the file for submission to the professional standards board for license renewal.

(j) For a standard license in instructional supervision, school services personnel, and administration, an applicant must meet the requirements for renewal and/or professionalization of the respective license as outlined in 515 IAC 1-1. When a licensee has met the requirements for professionalization of a license in instructional supervision, school services personnel, or administration under 515 IAC 1-1, the licensee is eligible for a professional (nonlife) license issued initially for ten (10) years, renewable thereafter for five (5) year periods under subsection (d).

(k) If credits used to renew a license are semester or quarter hour units, the certification advisor at the appropriate institution must make the necessary recommendation. All applications for licenses renewed on the basis of CRUs will be recommended by the professional stan-

dards board, teacher certification program.

(l) Any license obtained under 515 IAC 1-1 is renewable for subsequent periods of five (5) years each.

(m) A licensee who completes:

(1) a master's degree at an accredited institution;

(2) the professional education course requirements for a license under 515 IAC 1-1; and

(3) five (5) years teaching experience at an accredited school in one (1) or more of the areas of his or her license;

is eligible for a professional (nonlife) license. The licensee must renew the license in accordance with subsection (c).

(n) An applicant is eligible for an initial standard license, valid for five (5) years from the date of application, if the licensee has completed an approved teacher preparation program within the five (5) year period immediately preceding application.

(o) Any person who fails to acquire an Indiana standard license within five (5) years from completion of an approved teacher education program must complete six (6) semester hours of approved academic credit prior to licensure.

(p) After March 31, 1988, only academic credits earned under subsection (d)(1) shall apply toward the renewal of an Indiana license prior to receiving a master's degree or thirty-six (36) semester hours of approved academic credit. (*Professional Standards Board; 515 IAC 1-3-1; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1868; filed Aug 28, 1986, 2:20 p.m.: 10 IR 9; filed Apr 25, 1988, 3:45 p.m.: 11 IR 3034; filed Jul 15, 1993, 5:00 p.m.: 16 IR 2857; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-3-1) to the Indiana State Board of Education (511 IAC 10-3-1) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-3-1) to the Professional Standards Board (515 IAC 1-3-1) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

### 515 IAC 1-3-2 Effective dates

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1-3

Sec. 2. (a) Effective September 1, 1985, all teachers who do not hold a professional (life) license or have not been admitted to a regionally accredited master's degree program must meet the provisions of this rule.

(b) Anyone eligible for a life license under bulletin 94 (state board of education rules), adopted 1923, and bulletin 192 (commission on teacher training and licensing rules), adopted September 9, 1946, and bulletin 400

(commission on teacher training and licensing rules), issued 1963, revised 1969, and 530 IAC 1 [530 IAC 1 was repealed filed Dec 10, 1975, 2:50 p.m.: Rules and Regs. 1976, p. 259, eff Sep 1, 1982.], 515 IAC 1-1, and 515 IAC 1-2 (commission on teacher training and licensing rules) adopted December 10, 1975, must apply for the life license by December 31, 1990, or must meet the provisions of this rule.

(c) Anyone admitted to a master's degree program prior to September 1, 1985, must complete all requirements for the professional license (valid for life) by September 1, 1990, to be issued a license under 515 IAC 1-1. Notwithstanding 515 IAC 1-1, the amount of appropriate experience required for such persons to qualify for the professional license (valid for life) is three (3) years.

(d) Those out-of-state applicants who have been advised by the division under previous rules must meet all requirements by September 1, 1990, to be issued a license under 515 IAC 1-1. (*Professional Standards Board; 515 IAC 1-3-2; filed Jun 12, 1984, 3:10 p.m.: 7 IR 1870; filed Mar 11, 1985, 2:35 p.m.: 8 IR 801; errata, 8 IR 1160; filed Aug 28, 1986, 2:20 p.m.: 10 IR 11; filed Sep 2, 1994, 10:00 a.m.: 18 IR 90; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Commission on Teacher Training and Licensing (530 IAC 2-3-4) to the Indiana State Board of Education (511 IAC 10-3-4) by P.L.20-1984, SECTION 206, effective July 1, 1984. NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-3-4) to the Professional Standards Board (515 IAC 1-3-2) by P.L.46-1992, SECTION 19, effective July 1, 1992.

#### **Rule 4. Teacher Proficiency Examination**

515 IAC 1-4-1	Test requirements and exemptions
515 IAC 1-4-2	Minimum acceptable scores
515 IAC 1-4-3	Dates and locations of examinations; registration deadlines and examination fees
515 IAC 1-4-4	Analysis of test data; review of minimum acceptable scores

#### **515 IAC 1-4-1 Test requirements and exemptions**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-3-10.1

**Affected:** IC 20-6.1-3-3

Sec. 1. (a) An applicant for an Indiana initial teaching license must do the following consistent with 515 IAC 1-2-20:

(1) From September 1, 1999, for an applicant who has completed a teacher preparation program during calendar year 2000 or after and who is administered an examination described in IC 20-6.1-3-10.1 on or after September 1, 1999, successfully complete a written examination that demonstrates proficiency in:

(A) basic reading, writing, and mathematics through

the Pre-professional Skills Test (PPST or Praxis I) of the Educational Testing Service;

(B) pedagogy; and

(C) knowledge of the areas in which the individual is required to have a license to teach.

(2) Fulfill the academic retention standard established by the institution recommending the applicant.

(b) As an alternative to successfully completing the entire written examination listed under subsection (a), an applicant for an initial license may demonstrate proficiencies in the subject areas required by the examination in the following circumstances:

(1) An applicant may successfully complete an examination which is substantially equivalent to the examination required under subsection (a)(1). The board shall determine what constitutes substantial equivalency.

(2) An applicant who has a disability that would affect the applicant's performance on the examination, for which the applicant has taken the examination with reasonable accommodations, and for which the applicant has not successfully passed the entire examination, may not be required to have obtained a passing score in all subject areas required by the examination. To obtain a proficiency review under this subsection, an applicant should submit the following to the board and may submit additional material:

(A) A letter in which the applicant requests a review of the applicant's proficiencies in the pertinent subject areas.

(B) Credible documentation of the disability from an appropriate professional.

(C) Documentation which shows that the applicant has taken the examination with special accommodations.

(D) A written statement from an education professional who has worked with the applicant which attests to the competency of the applicant as a classroom teacher.

(E) A written statement from a college faculty member who has supervised the applicant's clinical experience which attests to the applicant's proficiency in classroom performance.

(F) A statement which outlines any special assistance or accommodations the candidate has had during college.

(G) The applicant's test history.

(H) A transcript copy which shows evidence of completion of a teacher preparation program, including student teaching and degree posted on the transcript.

(I) Any other relevant documentation required by the board.

An applicant with a disability that might affect test performance should notify the testing company of the disability when making application to take the test.

(Professional Standards Board; 515 IAC 1-4-1; filed Nov 26, 1985, 8:20 a.m.: 9 IR 717; filed Jun 11, 1986, 4:00 p.m.: 9 IR 2718; filed May 13, 1987, 9:30 a.m.: 10 IR 2289; filed Dec 15, 1989, 4:45 p.m.: 13 IR 885; filed Jan 28, 1992, 5:00 p.m.: 15 IR 1004; filed Sep 16, 1998, 9:16 a.m.: 22 IR 445; filed Nov 20, 2000, 3:21 p.m.: 24 IR 995; filed Jun 1, 2001, 2:00 p.m.: 24 IR 3030; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529; filed Mar 4, 2003, 4:45 p.m.: 26 IR 2322) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-4-1) to the Professional Standards Board (515 IAC 1-4-1) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-4-2 Minimum acceptable scores

Authority: IC 20-1-1.4-7; IC 20-6.1-3-10.1

Affected: IC 4-22-7-7; IC 20-6.1-3-3

Sec. 2. (a) The following are the minimum acceptable scores for successful completion of the examinations described in section 1(a)(1) of this rule; the number in parentheses is the code number used by the Educational Testing Service for the test:

- (1) Mathematics: 320 on computer based test (0731), or 175 on written test (10730), or 175 on computer based test (5730).
- (2) Reading: 323 on computer based test (0711), or 176 on written test (10710), or 176 on computer based test (5710).
- (3) Writing: 318 on computer based test (0721), or 172 on written test (20720), or 172 on computer based test (5270).

(b) The following are the minimum acceptable scores for successful completion of the various specialty area tests; the number in parentheses is the code number or the last four (4) digits of a code number used by the Educational Testing Service for the test; if two (2) or more tests on the same subject are or may be offered at the same time, the word “replaces” follows the code number of the required test, and precedes the code number of the test that is no longer accepted, and the effective date of the required test:

National Teachers Examination Specialty Area Tests

or

Praxis II from the Educational Testing Service

Art: Content Knowledge (0133 replaces 10130 after August 1, 2001)	149
Art Education (10130)	510
Biology: Content Knowledge (0235) (Middle and High School) (0235 replaces 10230 after August 1, 2001)	154
Biology and General Science (20030) (Middle School)	560
Biology (10230)	510

(High School)	
Business Education (10100)	480
Chemistry: Content Knowledge (0245) (0245 replaces 20240 after August 1, 2001)	151
Chemistry (20240)	460
Early Childhood Education (K–3) (10020)	510
Earth Science: Content Knowledge (0571 replaces 20570 after August 1, 2001)	150
Earth/Space Science (20570)	420
Elementary Education: Curriculum, Instruction and Assessment (10011) (Effective September 1, 2003)	165
Education of Students with Mental Retardation (10320)	560
English Language, Literature, and Composition: Content Knowledge (10041) (Middle and High School)	153
French (10170) (Middle and High School)	520
French: Content Knowledge (0173)	160
French: Productive Language Skills (0171) (0173 and 0171 replace 10170 after August 1, 2001)	162
General Science (10430) For General Science License	450
For Physical Science License	360
German (20180) (Middle and High School)	490
Health Education (20550)	420
Home Economics Education (10120)	540
Introduction to the Teaching of Reading (10200)	510
Mathematics (10060) (Middle and High School)	530
Mathematics: Content Knowledge (0061) (0061 replaces 10060 after August 1, 2001)	136
Media Specialist (10310) (Library Media Specialist)	530
Music: Content Knowledge (0113 replaces 10110 after August 1, 2001)	140
Music Education (10110)	510
Physical Education (10090)	540
Physical Education: Content Knowledge (0091) (0091 replaces 10090 after August 1, 2001)	150
Physical Science (10430)	360
Physics: Content Knowledge (0265) (0265 replaces 30260 after August 1, 2001)	149
Physics (30260)	400
Prekindergarten Education (20530) (For pre-K/early childhood license)	390
Reading Specialist (0300) (For elementary teaching after July 1, 2001)	370
School Leaders Licensure Assessment (1010)	165
Social Studies: Content Knowledge (10081) (Middle and High School)	147
Spanish (10190)	500

(Middle and High School)	
Spanish: Content Knowledge (0191)	159
Spanish: Productive Language Skills (0192)	162
(0191 and 0192 replace 10190 after August 1, 2001)	
Special Education: Knowledge-Based Core Principles (0351)	136
Special Education Core Principles: Content Knowledge (0353)	150
Special Education: Teaching Students with Behavioral Disorders/Emotional Disturbance (0371)	139
(0371 replaces 10370 after August 1, 2001)	
Special Education: Teaching Students with Learning Disabilities (0381)	139
(0381 replaces 10380 after August 1, 2001)	
Special Education: Teaching Students with Mental Retardation (0321)	144
(0321 replaces 10320 after August 1, 2001)	
Speech Communication (10220)	490
Teaching Students with Emotional Disturbances (10370)	540
Teaching Students with Learning Disabilities (10380)	430
Technology Education (10050)	590
(Industrial Arts)	

(c) An applicant for a teaching license in a health occupations specialty area must take the registry or certification examination required by the respective professional association and achieve at least the minimal score accepted by that professional association.

(d) An applicant may repeat any section of an examination on which the applicant does not achieve the minimum score.

(e) If, during the time an applicant for an initial teaching license is enrolled in a teacher preparation program, the applicant achieved the minimum acceptable score required for an examination or test in subsection (b) or (c), the applicant may use that score even if a different score or a different examination or test is required at the time of application for the license. However, an applicant must achieve the minimum acceptable score for any examination or test that has been added as a requirement for an initial teaching license after the applicant completed the preparation program.

(f) In lieu of amending this rule, the professional standards board may publish a "Notice of Test Code Change" policy statement pursuant to IC 4-22-7-7 in the event that the Educational Testing Service changes the name of or a code for a test but does not change either the content of the test or the scoring scale for the test. Upon publication, the professional standards board must simultaneously distribute the notice to the unit head and licensing advisor of each institution preparing educators.

(g) In addition to 515 IAC 1-2-20 regarding limited licenses, a person who is otherwise eligible for an initial

standard license in a content area and who has attempted the required assessment examination as required under subsection (b), but who has not achieved the minimum acceptable score, is eligible for a one (1) year, nonrenewable limited license.

(h) From February 1, 2003, until December 31, 2004, a candidate for an administrator's license must achieve a minimum score of 158 on the assessment.

(i) Candidates for the original administration and supervision license after January 1, 2003, must successfully complete the assessment unless they hold a currently valid standard, provisional, or professional administration and supervision license in Indiana or the equivalent license in another state and can verify three (3) years of full-time experience in an accredited K-12 school in the appropriate position under that license. (*Professional Standards Board; 515 IAC 1-4-2; filed Nov 26, 1985, 8:20 a.m.: 9 IR 717; filed May 13, 1987, 9:30 a.m.: 10 IR 2289; errata filed Jul 17, 1988, 11:00 a.m.: 10 IR 2741; filed Sep 27, 1988, 10:10 a.m.: 12 IR 299; filed Dec 15, 1989, 4:45 p.m.: 13 IR 886; filed Mar 1, 1991, 10:35 a.m.: 14 IR 1436; filed Jan 28, 1992, 5:00 p.m.: 15 IR 1004; filed Apr 26, 1994, 5:00 p.m.: 17 IR 2066; errata filed Jun 7, 1994, 4:00 p.m.: 17 IR 2359; filed May 10, 1999, 12:36 p.m.: 22 IR 2867; filed Nov 20, 2000, 3:21 p.m.: 24 IR 996; filed Jun 1, 2001, 2:00 p.m.: 24 IR 3031; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529; filed Mar 4, 2003, 4:45 p.m.: 26 IR 2323*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-4-2) to the Professional Standards Board (515 IAC 1-4-2) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-4-3 Dates and locations of examinations; registration deadlines and examination fees**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1

Sec. 3. (a) Educational testing service shall schedule dates and locations for the national administration of the examination.

(b) The department of education may schedule dates and locations for special state administration of the examination.

(c) Educational testing service shall establish registration deadlines and examination fees. Examination fees shall be paid directly to educational testing service. (*Professional Standards Board; 515 IAC 1-4-3; filed Nov 26, 1985, 8:20 a.m.: 9 IR 717; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-4-3) to the Professional Standards Board (515 IAC 1-4-3) by

*P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-4-4 Analysis of test data; review of minimum acceptable scores**

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-6.1

Sec. 4. (a) The department shall collect and analyze data on the administration of the examination and the examination's impact on education.

(b) The state board of education shall review 511 IAC 10-4 [515 IAC 1-4] periodically based on the data collected and analyzed by the department.

(c) The state board shall review the minimum acceptable scores annually. (*Professional Standards Board; 515 IAC 1-4-4; filed Nov 26, 1985, 8:20 a.m.: 9 IR 717; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-4-4) to the Professional Standards Board (515 IAC 1-4-4) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **Rule 5. Beginning Teacher Internship Program**

515 IAC 1-5-1	Applicability
515 IAC 1-5-2	Definitions
515 IAC 1-5-3	General provisions
515 IAC 1-5-4	Crediting internship experience
515 IAC 1-5-5	Evaluation procedures
515 IAC 1-5-6	Appeal procedure; initial internship year
515 IAC 1-5-7	Appeal procedure; second internship year

#### **515 IAC 1-5-1 Applicability**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-8

**Affected:** IC 20-1-1-6; IC 20-1-1.2; IC 20-1-6-20; IC 20-1-18-7; IC 36-1-7

Sec. 1. (a) Beginning with the 1988-89 school year each:

- (1) school corporation;
- (2) school organized by an interlocal agreement under IC 36-1-7;
- (3) special education cooperative organized under IC 20-1-6-20;
- (4) cooperating school corporation for vocational education organized under IC 20-1-18-7; and
- (5) private school;

as a condition of accreditation under IC 20-1-1-6(a)(8), must develop and implement a plan for a beginning teacher internship program.

(b) A beginning teacher internship program does not apply to an individual employed:

- (1) on a temporary teacher's contract for an expected length of less than 120 days;
- (2) on a supplemental services contract; or
- (3) as a substitute teacher.

(*Professional Standards Board; 515 IAC 1-5-1; filed Mar 29, 1988, 1:50 p.m.: 11 IR 2862; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) *NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-7-1) to the Professional Standards Board (515 IAC 1-5-1) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-5-2 Definitions**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-8

**Affected:** IC 20-1-1.2; IC 20-6.1-8; IC 20-7.5-1-2

Sec. 2. (a) The definitions in this section apply throughout this rule.

(b) "Advisor" means a representative of a teacher training institution within Indiana who acts as a teacher advisor for, and at the request of, a beginning teacher.

(c) "Beginning teacher" means a teacher who:

- (1) receives an initial standard or reciprocal teaching license after March 31, 1988;
- (2) is employed as a teacher for at least three (3) hours per day by any of the entities described under section 1(a) of this rule;
- (3) has not successfully completed an internship program under this rule; and
- (4) has less than two (2) years of creditable teaching experience recognized under 511 IAC 10-2-7 [515 IAC 1-2-15] that is outside Indiana.

(d) "Governing body" means the board or group responsible for the governance of a school corporation or private accredited school.

(e) "Individualized assistance plan" means a plan developed by the governing body to assist a beginning teacher during a second internship year to achieve minimal competence on the performance criteria developed by the department of education.

(f) "Internship program" refers to the beginning teacher internship program established under IC 20-6.1-8 to do the following:

- (1) Assist beginning teachers in the performance of their duties.
- (2) Identify teaching skills and educational practices necessary for excellence in teaching.
- (3) Evaluate the performance of beginning teachers by principals.
- (4) Evaluate the quality of teacher training programs.

(g) "Mentor" means a teacher with outstanding teaching skills who is assigned to guide the beginning teacher toward attaining skills and practices described in the plan developed under IC 20-6.1-8 and this rule. A mentor does not become a supervisor under IC 20-7.5-1-2(h) as a result of performing duties under the internship program.

(h) "Teacher" means an individual whose position in the school requires a teaching license issued by the state

board of education.

(i) "Teacher training institution" means a college or university offering a program of teacher education approved by the state board of education. (*Professional Standards Board; 515 IAC 1-5-2; filed Mar 29, 1988, 1:50 p.m.: 11 IR 2862; filed May 21, 1992, 5:00 p.m.: 15 IR 2215; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-7-2) to the Professional Standards Board (515 IAC 1-5-2) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-5-3 General provisions

**Authority:** IC 20-1-1.4-7; IC 20-6.1-4; IC 20-6.1-8

**Affected:** IC 20-1-1.2; IC 20-6.1-4-1; IC 20-6.1-8-16; IC 20-7.5-1-4; IC 20-7.5-1-5

Sec. 3. (a) Each beginning teacher must participate in a beginning teacher internship program for at least two (2) semesters. A beginning teacher who does not successfully complete an internship program may participate for an additional two (2) semesters in a beginning teacher intern program with:

- (1) the school corporation or accredited private school that initially employed the beginning teacher; or
- (2) another consenting school corporation or accredited private school.

(b) A beginning teacher who participates in a second year beginning teacher internship program is entitled to receive individualized assistance as provided under IC 20-6.1-8-16(b).

(c) The individualized assistance referred to in subsection (b) shall:

- (1) be detailed in an individualized assistance plan developed by the governing body;
- (2) identify professional growth activities to achieve minimal competence on the performance criteria listed under section 5(e) of this rule as reasons for repeating the internship; and
- (3) be approved by the professional standards board.

(d) The professional growth activities identified in subsection (c)(2) may include, but are not limited to, the following:

- (1) Seminars on professional growth.
- (2) Meeting costs and release time costs.
- (3) Reimbursement for travel expenses.
- (4) Counseling fees.

(e) An educational entity under section 1(a) of this rule that employs a beginning teacher that is assigned to a building that is administered by any of the other entities listed under section 1(a) of this rule may require the beginning teacher to be under the jurisdiction of a beginning teacher internship plan developed by the entity

that administers the program in the building where the beginning teacher is assigned.

(f) The superintendent must assign to each beginning teacher a mentor who is chosen in accordance with the procedure established under subsection (g)(4). The mentor must consent to the assignment. Where possible, each mentor should:

- (1) have at least five (5) years teaching experience;
- (2) teach at a grade level similar to that of the beginning teacher;
- (3) teach a similar subject to that of the beginning teacher; and
- (4) teach in the same building as the beginning teacher.

(g) Each beginning teacher internship plan shall do the following:

(1) Identify the expectations for and responsibilities of each of the following:

- (A) Superintendent.
- (B) Principal.
- (C) Mentor.
- (D) Beginning teacher.

(2) Identify beginning teacher competencies and behaviors that reflect the expectations of the governing body of the school or school corporation.

(3) Develop an orientation program for beginning teachers.

(4) Develop the procedure for selection of mentors.

(5) Develop training for mentors and principals above any training provided by the state.

(6) Determine a minimum number of classroom observations to be conducted by the principal of each beginning teacher.

(7) Determine a minimum number of classroom observations to be conducted by the mentor of each beginning teacher.

(8) Determine a minimum number of preobservation and postobservation conferences that the principal, beginning teacher, and mentor shall hold.

(h) The superintendent shall do the following:

(1) Provide the mentor adequate time to observe the beginning teacher in the classroom setting.

(2) Where practical, provide the mentor release time from the mentor's nonclassroom duties and classroom duties.

(3) Provide the mentor, beginning teacher, and principal with a copy of the local plan.

(i) The mentor shall periodically do the following:

(1) Observe the beginning teacher in the classroom.

(2) Meet with the beginning teacher to do the following:

- (A) Evaluate the progress of the beginning teacher in attaining competency as described in subsection (g)(2).
- (B) Discuss strengths and weaknesses of the beginning teacher's skills and practices and provide guidance in attaining excellence in teaching.

(j) The mentor is entitled to an annual stipend as provided in IC 20-6.1-8 if the mentor is employed by any of the entities listed in section 1(a)(1) through 1(a)(5) of this rule. The stipend will be paid by the state in accordance with procedures established by the professional standards board.

(k) The beginning teacher may request an advisor to participate in that beginning teacher's internship program. The beginning teacher shall contact a teacher training institution to request an advisor. If the advisor elects to participate in the teacher's internship program, the advisor is entitled to receive reimbursement from the state for mileage and per diem expenses in accordance with budget agency rates and procedures.

(l) The professional standards board shall do the following:

(1) Provide technical assistance in the development and implementation of a beginning teacher internship program at the request of a school corporation or a private accredited school.

(2) Collect and disseminate information concerning existing internship programs.

(3) Develop guidelines concerning the following:

(A) The evaluation of the beginning teacher by the principal.

(B) Development of and approval for individualized assistance programs for beginning teachers participating in a second year beginning teacher internship.

(4) Develop forms for use by the principal in the evaluation of the beginning teacher.

(5) Provide a guide to training resources available to corporations for the training of principals and mentors.

(6) At the time of license renewal or otherwise at the first opportunity, indicate on the license of an individual who was not successful in a second year beginning teacher internship that the individual's employment as a teacher is restricted under IC 20-6.1-4-1(b) and section 4(e) of this rule.

(m) Implementation of and participation in an internship program is not a subject of:

(1) bargaining under IC 20-7.5-1-4; or

(2) discussion under IC 20-7.5-1-5.

(n) Each entity described under section 1(a) of this rule shall file its internship plan with the professional standards board by September 15, 1992. Thereafter, an internship plan need be filed by September 15 only when changes have been made.

(o) Each entity described under section 1(a) of this rule that develops an individualized assistance plan as provided by IC 20-6.1-8-16(b) and this section shall submit that plan to the professional standards board no later than October 15 of the school year in which the individualized assistance plan is being administered. (*Professional*

*Standards Board; 515 IAC 1-5-3; filed Mar 29, 1988, 1:50 p.m.: 11 IR 2862; filed May 21, 1992, 5:00 p.m.: 15 IR 2216; filed Jul 6, 1995, 12:00 p.m.: 18 IR 2780; filed Jun 5, 1998, 3:52 p.m.: 21 IR 3833; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-7-3) to the Professional Standards Board (515 IAC 1-7-3) by P.L.46-1992, SECTION 19, effective July 1, 1992.*

#### **515 IAC 1-5-4 Crediting internship experience**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-8

**Affected:** IC 20-1-1.2

Sec. 4. (a) A beginning teacher participating in an internship program is entitled to the following:

(1) The same salary, retirement, contractual status, and all other benefits accorded to a teacher in that school corporation with teaching experience comparable to that of the beginning teacher.

(2) Credit for the teaching experience gained in an internship program for the purposes of salary, retirement, contractual status, licensure, and all other purposes.

(b) A beginning teacher who participates in an internship program for a second year is entitled to salary, retirement, contractual status, and all other benefits accorded to a beginning teacher entering the internship for the initial year. A beginning teacher successfully completing an internship program the second year is thereafter entitled to the following:

(1) Salary, retirement benefits, and other benefits accorded to a teacher with teaching experience comparable to that of the beginning teacher.

(2) Credit for the years of teaching experience gained in an internship program for the purposes of salary, retirement, contractual status, licensure, and all other purposes.

(c) The principal of the building in which the beginning teacher completes the internship program shall endorse the original teaching license verifying completion of the internship program. The department of education shall indicate on the face of any subsequent license issued to that teacher that the internship has been completed.

(d) The superintendent or official designee shall record each year of employment for each teacher who receives an initial standard or reciprocal license after March 31, 1988. The record of employment shall be made on the teacher's license in the place provided.

(e) A beginning teacher who does not successfully complete a beginning teacher internship program within the first two (2) full school years of employment by any of the entities listed in section 1(a) of this rule may maintain a valid license under the provisions of 511 IAC

10-3, but may not be employed by any of the entities listed in section 1(a) of this rule for a teaching appointment. A teaching appointment does not include substitute teaching. (*Professional Standards Board; 515 IAC 1-5-4; filed Mar 29, 1988, 1:50 p.m.: 11 IR 2863; filed May 21, 1992, 5:00 p.m.: 15 IR 2217; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-7-4) to the Professional Standards Board (515 IAC 1-5-4) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-5-5 Evaluation procedures

Authority: IC 20-1-1.4-7; IC 20-6.1-8

Affected: IC 20-1-1.2

Sec. 5. (a) The principal must conduct an initial conference with the beginning teacher and the assigned mentor prior to the first day of the beginning teacher's classroom duties to discuss the following:

- (1) The expectations for and responsibilities of the beginning teacher identified under section 3(g) of this rule.
- (2) The criteria developed by the department of education.
- (3) The expectations for and responsibilities of the mentor as identified under section 3(g)(1)(C) of this rule.
- (4) The role of the principal in classroom observation.
- (5) The role of the principal in the year-end evaluation.
- (6) If appropriate, the role of the advisor.

(b) If an advisor agrees to participate in the beginning teacher's internship program, the advisor may attend at the request of the beginning teacher.

(c) On or before September 15, or within fifteen (15) days of the beginning teacher's employment if the beginning teacher is employed after September 15, the principal of each building in which there is a beginning teacher must notify the department of education of the following:

- (1) The name of the institution that recommended the beginning teacher for the initial teaching license.
- (2) The name of the employing corporation.
- (3) The name of the school in which the beginning teacher is teaching.
- (4) The name of the mentor assigned to that beginning teacher.
- (5) Whether the beginning teacher has requested an advisor to participate in the beginning teacher's internship program.
- (6) If an advisor is requested, the name of the advisor's teacher training institution.

(d) If the beginning teacher was recommended for a license by a teacher training institution in Indiana, the principal must notify that institution of the information in subsection (b).

(e) The principal must record, for each classroom

observation of the beginning teacher, the following:

- (1) The extent to which the beginning teacher meets the expectations and responsibilities discussed in the initial conference under subsection (a).
- (2) Teaching skills and educational practices that require improvement.
- (3) Suggestions on methods and means for the beginning teacher and the mentor to accomplish improvement.

(f) The principal shall discuss the results of the observation with the beginning teacher in a postobservation conference. The mentor, the advisor, or both the mentor and advisor may participate in the postobservation conference if requested by the beginning teacher.

(g) The principal must, before May 1 of the school year in which the beginning teacher is employed, determine whether the beginning teacher has:

- (1) successfully completed the internship program; or
- (2) failed to complete successfully the internship program;

based on the criteria developed by the department of education. The principal may recommend that a beginning teacher participate in an internship program for a second year.

(h) The principal must, on or before May 1, notify the following in writing of the determination under subsection (g):

- (1) The beginning teacher.
- (2) The superintendent.
- (3) The governing body.

The notice to the beginning teacher must include a statement of the reasons for the determination.

(i) The principal must, on or before May 15, notify the following in writing of the determination under subsection (g):

- (1) The department of education.
- (2) The teacher training institution that recommended the beginning teacher for a teaching license, if that institution is in Indiana.

(*Professional Standards Board; 515 IAC 1-5-5; filed Mar 29, 1988, 1:50 p.m.: 11 IR 2864; filed May 21, 1992, 5:00 p.m.: 15 IR 2218; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-7-5) to the Professional Standards Board (515 IAC 1-5-5) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### 515 IAC 1-5-6 Appeal procedure; initial internship year

Authority: IC 20-1-1.4-7; IC 20-6.1-8

Affected: IC 20-1-1.2; IC 20-6.1-4

Sec. 6. (a) A beginning teacher adversely affected by a determination of the principal under section 5(g) of this

rule at the end of the teacher's initial year of participation in a beginning teacher internship program may appeal that determination to the governing body.

(b) The teacher may file a written request within ten (10) days of receipt of notice of the determination of the principal for a conference with the governing body. At the governing body's discretion, the superintendent or superintendent's designee shall conduct a preliminary conference with the beginning teacher. The preliminary conference must be held within ten (10) days following the request. The conference with the governing body must be held within twenty (20) days following the request.

(c) The conference shall be held in executive session unless a public conference is requested by the teacher. At the conference:

- (1) the superintendent or the principal may provide information supporting the determination of the principal under section 5(g) of this rule;
- (2) the teacher may provide information refuting the determination of the principal under section 5(g) of this rule; and
- (3) the teacher may have a representative at the conference.

(d) The governing body shall affirm or reverse the determination of the principal and shall notify the teacher of its decision in writing. The decision of the governing body is the final administrative determination.

(e) If the decision of the governing body results in a determination that the teacher successfully completed the internship program, the governing body shall direct the appropriate administrator to do the following:

- (1) Verify completion of the internship on the teacher's license in the place provided.
- (2) Notify the parties under section 5(h) and 5(i) of this rule of the decision.

(f) No provisions under this section are intended to affect in any way the rights and procedures afforded the parties regarding employment decisions under IC 20-6.1-4. A school corporation is not required to employ a teacher after the completion of the internship program. (*Professional Standards Board; 515 IAC 1-5-6; filed Mar 29, 1988, 1:50 p.m.: 11 IR 2865; filed May 21, 1992, 5:00 p.m.: 15 IR 2219; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-7-6) to the Professional Standards Board (515 IAC 1-5-6) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### **515 IAC 1-5-7 Appeal procedure; second internship year**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-4; IC 20-6.1-8

**Affected:** IC 20-1-1.2; IC 20-6.1-4-1

Sec. 7. (a) A beginning teacher adversely affected by a determination of the principal under section 5(g) of this rule at the end of the teacher's second year of participation in a beginning teacher internship program may appeal that determination to the governing body.

(b) The teacher may file a written request for a hearing with the governing body within fifteen (15) days of receipt of notice of the determination under section 5(g) of this rule. The teacher shall be given at least five (5) days notice of the time and place of the hearing, which shall be held in executive session unless the teacher requests a public hearing.

(c) The purpose of a hearing requested under subsection (b) is to receive evidence regarding whether the beginning teacher has demonstrated minimal competence on those performance criteria identified in the teacher's individualized assistance plan which was approved by the governing body and the department of education.

(d) At the hearing, the superintendent or principal, and the teacher shall each have the following rights:

- (1) To speak and present evidence.
- (2) To present witnesses.
- (3) To have a representative present.
- (4) To make a record of the proceedings.

(e) The governing body shall, at its next regularly scheduled meeting following the hearing, affirm or reverse the determination of the principal under section 5(g) of this rule by a majority vote, as evidenced by the official minutes of the meeting. The decision of the governing body is the final administrative determination.

(f) If the decision of the governing body under subsection (e) results in a determination that the teacher successfully completed the internship program, the governing body shall direct the appropriate administrator to do the following:

- (1) Verify completion of the internship on the teacher's license in the place provided.
- (2) Notify the parties under section 5(h) and 5(i)(1) of this rule of the decision.

(g) If the decision of the governing body under subsection (e) results in a determination that the teacher did not successfully complete the internship program, the principal shall notify the parties under section 5(h) and 5(i)(1) of this rule of the decision.

(h) The department of education shall, at the time of license renewal or otherwise at the first opportunity, indicate on the license of an individual who was not successful in a second year internship program that the individual's employment as a teacher is restricted by IC 20-6.1-4-1 and section 4(e) of this rule.

(i) No provision under this section is intended to affect in any way the rights and procedures afforded parties regarding employment decisions under IC 20-6.1-4. A

school corporation is not required to employ a teacher after completion of the internship program. (*Professional Standards Board; 515 IAC 1-5-7; filed May 21, 1992, 5:00 p.m.: 15 IR 2219; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*) NOTE: Transferred from the Indiana State Board of Education (511 IAC 10-7-7) to the Professional Standards Board (515 IAC 1-5-7) by P.L.46-1992, SECTION 19, effective July 1, 1992.

### Rule 6. Transition to Teaching Program

515 IAC 1-6-1	Applicability
515 IAC 1-6-2	Definitions
515 IAC 1-6-3	General provisions
515 IAC 1-6-4	Eligibility for program in elementary teaching
515 IAC 1-6-5	Eligibility for program in secondary teaching
515 IAC 1-6-6	Preparation
515 IAC 1-6-7	Scope of initial license; application procedures
515 IAC 1-6-8	Annual report by institution

#### 515 IAC 1-6-1 Applicability

Authority: IC 20-1-1.4-7; IC 20-6.1-3-11

Affected: IC 20-6.1-3-11

Sec. 1. (a) This rule implements and supplements IC 20-6.1-3-11.

(b) Beginning July 1, 2002, each institution accredited under 515 IAC 1-2-21 and 515 IAC 3-1-1 must offer a transition to teaching program to prepare a qualified person who holds at least a baccalaureate degree to enter the teaching profession through a transition to teaching program.

(c) The transition to teaching program shall include a preparation component to meet Indiana standards for teaching.

(d) Completion of the program and testing requirements as stated under 515 IAC 1-4 results in eligibility for an initial practitioner license. (*Professional Standards Board; 515 IAC 1-6-1; filed May 29, 2002, 4:05 p.m.: 25 IR 3174*)

#### 515 IAC 1-6-2 Definitions

Authority: IC 20-1-1.4-7; IC 20-6.1-3-11

Affected: IC 20-6.1-3-11

Sec. 2. (a) The definitions in this section apply throughout this rule.

(b) "Approved program" means a general elementary or secondary content area preparation program under 515 IAC 1-1-1 through 515 IAC 1-1-69 or approved by the board under 515 IAC 3.

(c) "Board" means the professional standards board.

(d) "Complete the program" means to be verified by an institution as having successfully completed the prepara-

tion program.

(e) "Consortium" means a relationship between at least two (2) institutions to provide a transition to teaching program.

(f) "Degree" means a degree from a four (4) year college or university that is accredited by its state or equivalent jurisdiction to offer the participant's degree.

(g) "Elementary" means a school setting of elementary-primary or elementary-intermediate, or both, for purposes of determining the license sought by the participant. By statute, this is labeled as kindergarten through grade 5.

(h) "Eligible person" means a qualified person who meets the admission requirements of the institution.

(i) "Enroll" means to do the following:

(1) Be admitted by an institution to the preparation program.

(2) Register for at least one (1) course in the program.

(j) "Participant" means a person who is enrolled in the preparation program.

(k) "Professional experience" means the experience that occurred through full-time employment in an educational related field or in a field in which the person intends to be licensed.

(l) "Program" means the transition to teaching program under this rule.

(m) "Qualified person" means a person who holds the degree and any professional experience required for the intended license.

(n) "Secondary" means a school setting of middle/junior high school or senior high school, or both, for purposes of determining the license sought by the participant. By statute, this is labeled as grades 6 through 12.

(o) "Successfully complete" means to pass each assessment under the preparation program.

(p) "Unit" means the teacher preparation program at a college or university. (*Professional Standards Board; 515 IAC 1-6-2; filed May 29, 2002, 4:05 p.m.: 25 IR 3174; errata filed Aug 22, 2002, 12:38 p.m.: 26 IR 36*)

#### 515 IAC 1-6-3 General provisions

Authority: IC 20-1-1.4-7; IC 20-6.1-3-11

Affected: IC 20-6.1-3-11

Sec. 3. (a) If an institution offers an approved general elementary program for an initial teaching license or secondary program for an initial teaching license in a content area, the institution must offer a course of study under the program.

(b) A course of study under the program shall be designed to prepare an eligible person to meet teaching standards.

(c) In relation to other approved programs at an institution offering a course of study under the program

does not affect an institution's graduate level program to earn an initial teaching license, such as a master of teaching (MAT) program. The program does not replace or require the replacement of an approved program. An institution that offers the program in a content area may:

- (1) add a separate approved program in the content area;
- (2) discontinue the program in a content area if it discontinues its approved program in the content area; or
- (3) agree with another institution to jointly provide, through a consortium, the preparation component for an eligible person.

(d) A participant is eligible to apply for an initial license when the participant successfully completes the program and successfully passes testing requirements.

(e) A license earned through the transition to teaching program and a license earned through a preparation program under 515 IAC 1-1 and 515 IAC 1-2 or 515 IAC 4 are equivalent for all purposes under this title. (*Professional Standards Board; 515 IAC 1-6-3; filed May 29, 2002, 4:05 p.m.: 25 IR 3175; errata filed Aug 22, 2002, 12:38 p.m.: 26 IR 36*)

#### **515 IAC 1-6-4 Eligibility for program in elementary teaching**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-3-11  
**Affected:** IC 20-6.1-3-11

Sec. 4. A person who has either of the following qualifications, as set forth in IC 20-6.1-3-11, is eligible to enroll in the preparation program for an elementary license:

- (1) A baccalaureate degree with a grade point average of at least 3.000, both in the major and overall.
- (2) Both a baccalaureate degree with a grade point average of at least 2.500, both in the major and overall, and five (5) years of professional experience.

(*Professional Standards Board; 515 IAC 1-6-4; filed May 29, 2002, 4:05 p.m.: 25 IR 3175; errata filed Aug 22, 2002, 12:38 p.m.: 26 IR 36*)

#### **515 IAC 1-6-5 Eligibility for program in secondary teaching**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-3-11  
**Affected:** IC 20-6.1-3-11

Sec. 5. (a) This section covers preparation under the program for a secondary license that corresponds to the content area of the degree and of any required professional 515 IAC 1-1 experience.

(b) A person who has any of the following qualifications is eligible to enroll in the preparation program:

- (1) A baccalaureate degree with a grade point average of at least 3.000, both in the major content area and

overall.

(2) A graduate degree.

(3) Both a baccalaureate degree with a grade point average of at least 2.500, both in the major content area and overall, and five (5) years of professional experience.

(*Professional Standards Board; 515 IAC 1-6-5; filed May 29, 2002, 4:05 p.m.: 25 IR 3175; errata filed Aug 22, 2002, 12:38 p.m.: 26 IR 36*)

#### **515 IAC 1-6-6 Preparation**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-3-11  
**Affected:** IC 20-6.1-3-10.1

Sec. 6. (a) The unit may offer the course of study as either undergraduate or graduate credit.

(b) The qualified person must meet the general admission standards of the unit for the credit being awarded.

(c) The unit may require that, prior to enrollment, the qualified person must pass the written examinations under 515 IAC 3-1-6, 515 IAC 3-1-7, and IC 20-6.1-3-10.1 for reading, writing, mathematics, and knowledge in the content area of the intended license.

(d) The course of study may be part of a degree program, but a participant is not required to earn a degree to successfully complete the preparation program.

(e) Based on the teaching standards for the intended license, the preparation shall contain the following:

- (1) The course work and field and classroom experiences that prepare the participant.
- (2) The performance assessments defined in the institution's unit assessment system that indicates whether the participant meets Indiana standards.

(f) Pursuant to IC 20-6.1-3-11, preparation shall include no more than the following:

- (1) Eighteen (18) credit hours for secondary teaching.
- (2) Twenty-four (24) credit hours for elementary teaching, including at least six (6) credit hours in the teaching of reading.

(*Professional Standards Board; 515 IAC 1-6-6; filed May 29, 2002, 4:05 p.m.: 25 IR 3175; errata filed Aug 22, 2002, 12:38 p.m.: 26 IR 36*)

#### **515 IAC 1-6-7 Scope of initial license; application procedures**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-3-11  
**Affected:** IC 20-6.1-3-11

Sec. 7. (a) A participant who completes the program is eligible for an initial license in a school setting as follows:

- (1) In elementary teaching, for elementary-primary or elementary-intermediate, or both.

(2) In secondary teaching, for junior high/middle school or high school, or both.

(b) The board shall issue an initial practitioner license that is restricted to only the content area or areas in which the program participant has a degree unless the program participant demonstrates sufficient knowledge in other content areas of the license. (*Professional Standards Board; 515 IAC 1-6-7; filed May 29, 2002, 4:05 p.m.: 25 IR 3176; errata filed Aug 22, 2002, 12:38 p.m.: 26 IR 36*)

### **515 IAC 1-6-8 Annual report by institution**

**Authority:** IC 20-1-1.4-7; IC 20-6.1-3-11

**Affected:** IC 20-6.1-3-11

Sec. 8. (a) No later than June 1 of each year, the board will provide institutions with the format for the annual program report integrated within the annual accreditation report due no later than October 15 of that year.

(b) An institution shall submit an annual program report to the board, including number of participants who have:

- (1) enrolled and are participating only in the preparation program; and
- (2) completed the preparation program.

(c) An institution shall submit any other information as required by federal statute. (*Professional Standards Board; 515 IAC 1-6-8; filed May 29, 2002, 4:05 p.m.: 25 IR 3176; errata filed Aug 22, 2002, 12:38 p.m.: 26 IR 36*)

## **ARTICLE 2. ENDORSEMENT OF SCHOOL PSYCHOLOGISTS AS INDEPENDENT PRACTICE SCHOOL PSYCHOLOGISTS**

Rule 1. General Provisions

Rule 2. Exemptions from Endorsement

### **Rule 1. General Provisions**

515 IAC 2-1-1	Purpose
515 IAC 2-1-2	Applicability
515 IAC 2-1-3	Definitions
515 IAC 2-1-4	Criteria for endorsement of independent practice school psychologists
515 IAC 2-1-5	Provision of services on private basis
515 IAC 2-1-6	Disclosure of information

### **515 IAC 2-1-1 Purpose**

**Authority:** IC 20-1-1.4-7; IC 20-1-1.9

**Affected:** IC 20-1-1.9

Sec. 1. The purpose of this article is to establish procedures for the board to follow in the endorsement of school psychologists as independent practice school psychologists and to provide criteria for exemptions from endorsement requirements. (*Professional Standards Board; 515 IAC 2-1-1; filed May 28, 1998, 5:10 p.m.: 21 IR 3835;*

*readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)

### **515 IAC 2-1-2 Applicability**

**Authority:** IC 20-1-1.4-7; IC 20-1-1.9

**Affected:** IC 25-33

Sec. 2. (a) In order to:

- (1) practice school psychology; and
- (2) receive an endorsement as an independent practice school psychologist;

a school psychologist must comply with the requirements of this article.

(b) This article does not apply to a psychologist who is licensed under IC 25-33. (*Professional Standards Board; 515 IAC 2-1-2; filed May 28, 1998, 5:10 p.m.: 21 IR 3835; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)

### **515 IAC 2-1-3 Definitions**

**Authority:** IC 20-1-1.4-7; IC 20-1-1.9

**Affected:** IC 16-19-6; IC 20-1-1.9-2

Sec. 3. The following definitions apply throughout this article:

- (1) "Developmental center" means any facility that offers developmentally appropriate psychological, educational, social, adaptive, language, or motor skills training or psychoeducational and multidisciplinary diagnostic services to special needs children or developmentally disabled adults.

- (2) "Rehabilitation center" means:

- (A) a state or privately owned and accredited institution, hospital, or facility offering diagnostic, rehabilitative, or habilitative services to children or adults who are cognitively impaired, developmentally delayed, head injured, or learning disabled that is located in Indiana or supported by a hospital located in Indiana and accredited by the joint commission on accreditation of healthcare organizations (JCAHO);
- (B) a penal or correctional facility operated by the department of corrections;
- (C) an institution operated by the department of health under IC 16-19-6; or
- (D) a private facility offering vocational or diagnostic services to the mentally retarded, developmentally delayed, brain injured, or physically handicapped that is accredited by the council on accreditation of rehabilitation facilities (CARF), JCAHO, or certified by the state.

- (3) "School psychology" has the same meaning set forth in IC 20-1-1.9-2.

(*Professional Standards Board; 515 IAC 2-1-3; filed May 28, 1998, 5:10 p.m.: 21 IR 3835; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529*)

**515 IAC 2-1-4 Criteria for endorsement of independent practice school psychologists**

**Authority:** IC 20-1-1.4-7; IC 20-1-1.9

**Affected:** IC 20-1-1.4; IC 25-22.5; IC 25-33

Sec. 4. An individual who applies for an endorsement as an independent practice school psychologist must meet the following requirements:

- (1) Be licensed as a school psychologist by the professional standards board (board).
- (2) Be employed by a:
  - (A) developmental center;
  - (B) state hospital;
  - (C) public or private hospital;
  - (D) mental health center;
  - (E) rehabilitation center;
  - (F) private school; or
  - (G) public school;

at least thirty (30) hours per week during the contract period unless the individual is retired from full-time or part-time employment as a school psychologist or the individual has a medical condition or physical disability that restricts the mobility required for employment in a school setting.

- (3) Furnish satisfactory evidence to the board that the applicant has received at least a sixty (60) semester hour master's or specialist degree in school psychology from:
  - (A) a recognized institution of higher learning; or
  - (B) an educational institution not located in the United States that has a program of study that meets the standards of the board.
- (4) Furnish satisfactory evidence to the board that the applicant has demonstrated graduate level competency through the successful completion of course work and a practicum in the areas of assessment and counseling.
- (5) Furnish satisfactory evidence to the board that the applicant has at least one thousand two hundred (1,200) hours of school psychology experience beyond the master's degree level. At least six hundred (600) hours must be in a school setting under the supervision of any of the following:
  - (A) A physician licensed under IC 25-22.5.
  - (B) A psychologist licensed under IC 25-33.
  - (C) A school psychologist licensed under IC 20-1-1.4.
- (6) Furnish satisfactory evidence to the board that the applicant has completed, in addition to the requirements in subdivision (5), at least four hundred (400) hours of supervised experience in identification and referral of mental and behavioral disorders, including at least one (1) hour each week of direct personal supervision by a:
  - (A) physician licensed under IC 25-22.5;

- (B) psychologist licensed under IC 25-33; or
  - (C) school psychologist endorsed under this article; with at least ten (10) hours of direct personal supervision.
- (7) Furnish satisfactory evidence to the board that the applicant has completed, in addition to the requirements of subdivisions (5) and (6), fifty-two (52) hours of supervision with a physician licensed under IC 25-22.5, a psychologist licensed under IC 25-33, or a school psychologist endorsed under this article that meets the following requirements:

- (A) The fifty-two (52) hours must be completed within at least twenty-four (24) consecutive months but not less than twelve (12) months.
  - (B) Not more than one (1) hour of supervision may be included in the total for each week.
  - (C) At least nine hundred (900) hours of direct client contact must take place during the total period under clause (A).
  - (8) Furnish satisfactory evidence to the board that the applicant does not have a conviction for a crime that has a direct bearing on the applicant's ability to practice competently.
  - (9) Furnish satisfactory evidence to the board that the applicant has not been the subject of a disciplinary action by a licensing or certification agency of any jurisdiction on the grounds that the applicant was not able to practice as a school psychologist without endangering the public.
  - (10) Pass the examination provided by the board.
- (Professional Standards Board; 515 IAC 2-1-4; filed May 28, 1998, 5:10 p.m.: 21 IR 3836; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529)*

**515 IAC 2-1-5 Provision of services on private basis**

**Authority:** IC 20-1-1.4-7; IC 20-1-1.9

**Affected:** IC 25-22.5; IC 25-33-1

Sec. 5. (a) A school psychologist who is not employed or excused from employment as described in section 4(2) of this rule shall not provide services on a private basis to a person unless the school psychologist receives a referral from one (1) of the following:

- (1) A developmental center.
  - (2) A public school or private school.
  - (3) A physician licensed under IC 25-22.5.
  - (4) A health service professional in psychology licensed under IC 25-33-1.
- (b) A school psychologist who is endorsed under this article shall not provide services on a private basis to a student:
- (1) who attends a school (including a nonpublic school) to which the school psychologist is assigned; or
  - (2) whom the school psychologist would normally be

expected to serve.

*(Professional Standards Board; 515 IAC 2-1-5; filed May 28, 1998, 5:10 p.m.: 21 IR 3836; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529)*

### **515 IAC 2-1-6 Disclosure of information**

**Authority:** IC 20-1-1.4-7; IC 20-1-1.9

**Affected:** IC 20-1-1.9

Sec. 6. A school psychologist who is endorsed under this article may not disclose any information acquired from persons with whom the school psychologist has dealt in a professional capacity, except under the following circumstances:

- (1) Trials for homicide when the disclosure related directly to the fact or immediate circumstances of the homicide.
- (2) Proceedings:
  - (A) to determine mental competency; or
  - (B) in which a defense of mental incompetency is raised.
- (3) Civil or criminal actions against a school psychologist for malpractice.
- (4) Upon an issue as to the validity of a document.
- (5) If the school psychologist has the expressed consent of the client or, in the case of a client's death or disability, the express consent of the client's legal representative.
- (6) Circumstances under which privileged communication is lawfully invalidated.

*(Professional Standards Board; 515 IAC 2-1-6; filed May 28, 1998, 5:10 p.m.: 21 IR 3837; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529)*

### **Rule 2. Exemptions from Endorsement**

515 IAC 2-2-1 Criteria for exemption of school psychologists from endorsement

#### **515 IAC 2-2-1 Criteria for exemption of school psychologists from endorsement**

**Authority:** IC 20-1-1.4-7; IC 20-1-1.9

**Affected:** IC 25-22.5; IC 25-33-1

Sec. 1. (a) The professional standards board (board) shall exempt an individual from the endorsement requirements of this article if the individual:

- (1) is licensed on or before June 30, 1996, as a school psychologist by the board;
- (2) is employed by a:
  - (A) developmental center;
  - (B) state hospital;
  - (C) public or private hospital;
  - (D) mental health center;
  - (E) rehabilitation center;

(F) private school; or

(G) public school;

at least thirty (30) hours per week during the contract period; and

(3) furnishes satisfactory evidence to the board that the applicant:

(A) has received at least sixty (60) semester hours of graduate level course work in a school psychology program;

(B) has at least one thousand (1,000) supervised hours of school psychology;

(C) does not have a conviction for a crime that has a direct bearing on the applicant's ability to practice competently;

(D) has not been the subject of a disciplinary action by a licensing or certification agency of another jurisdiction on the grounds that the applicant was not able to practice as a school psychologist without endangering the public; and

(E) has at least five (5) years of experience as a school psychologist within the ten (10) years preceding the date of application.

(b) Subsection (a)(2) does not apply to a school psychologist who:

(1) is retired from full-time or part-time employment as a school psychologist; or

(2) has a:

(A) medical condition; or

(B) physical disability;

that restricts the mobility required for employment in a school setting.

(c) A school psychologist who is not excused from employment as described in subsection (b) or is not employed as described in subsection (a)(2) shall not provide services on a private basis to a person unless the school psychologist receives a referral from one (1) of the following:

(1) A developmental center.

(2) A public school or private school.

(3) A physician licensed under IC 25-22.5.

(4) A health service professional in psychology licensed under IC 25-33-1.

(d) An individual seeking an exemption under this section must apply to the board before July 1, 1998. *(Professional Standards Board; 515 IAC 2-2-1; filed May 28, 1998, 5:10 p.m.: 21 IR 3837; readopted filed Sep 25, 2001, 9:43 a.m.: 25 IR 529)*

## **ARTICLE 3. PERFORMANCE-BASED PROCESS FOR ACCREDITATION OF TEACHER PREPARATION PROGRAMS**

Rule 1. Preparation and Testing of Educators

**Rule 1. Preparation and Testing of Educators**

- 515 IAC 3-1-1 Accreditation of institutions preparing educators  
 515 IAC 3-1-2 General requirements  
 515 IAC 3-1-3 Unit assessment system

**515 IAC 3-1-1 Accreditation of institutions preparing educators****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-2-2

Sec. 1. (a) State approval of institutions preparing educators is based on the following:

- (1) Professional standards for the accreditation of schools, colleges, and departments of education of the National Council for Accreditation of Teacher Education (NCATE) Chapter 2 of NCATE's Professional Standards for the Accreditation of Schools, Colleges and Departments of Education, January, 2002 edition, is hereby incorporated by reference. Copies of this publication may be obtained by writing to the National Council for Accreditation of Teacher Education, 2010 Massachusetts Avenue, NW, Suite 500, Washington, D.C. 20036-1023. Copies may also be obtained from the Indiana Professional Standards Board, 101 West Ohio Street, Suite 300, Indianapolis, Indiana 46204.
- (2) Model standards for beginning teacher licensing and of the Interstate New Teacher Assessment and Support Consortium (INTASC). The draft standards section of the Model Standards for Beginning Teaching Licensing and Developments: A Resource for State Dialogue as developed by the Interstate New Teacher Assessment and Support Consortium, 1992 edition, are hereby incorporated by reference. Copies of this publication may be obtained by writing to Interstate New Teacher Assessment and Support Consortium, Council of Chief State School Officers, One Massachusetts Avenue, NW, Suite 700, Washington, D.C. 20001-1431. Copies may also be obtained from the Indiana Professional Standards Board, 101 West Ohio Street, Suite 300, Indianapolis, Indiana 46204.

(b) The standards for educators adopted by the professional standards board.

(c) Actual accreditation by NCATE is strongly encouraged but not mandatory. An institution not accredited by NCATE must be reviewed for approval according to subsection (d).

(d) An institution accredited by NCATE must submit to the professional standards board, prior to the NCATE accreditation visit, a copy of the Institutional Report (IR) that is submitted to NCATE.

(e) An institution not seeking NCATE accreditation must submit to the professional standards board, prior to

the accreditation visit, a copy of the Institutional Report (IR) that follows the model established by NCATE as incorporated herein by reference in 515 IAC 3-3-1(a). Based on the model of NCATE accreditation and using the standards listed in this section, the professional standards board will conduct an accreditation visit using the professional standards board of examiners.

(f) The professional standards board will make the final determination of the Indiana accreditation status of all institutions desiring to prepare educators for licensing.

(g) The professional standards board shall assist institutions in developing quality programs for preparing educators. (*Professional Standards Board; 515 IAC 3-1-1; filed May 29, 2002, 4:24 p.m.: 25 IR 3176; errata filed Aug 22, 2002, 12:40 p.m.: 26 IR 37*)

**515 IAC 3-1-2 General requirements****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-2-2

Sec. 2. (a) As used in this rule, "unit" refers to the teacher preparation program at a college or university.

(b) Each unit shall do the following:

- (1) Designate a unit head and a licensing advisor.  
 (2) Provide the name, mailing address, electronic mail address, telephone number, and facsimile number of the unit head and the licensing advisor to the professional standards board.

(c) Written notice from the professional standards board to the unit head, either printed or by electronic means, shall be notice to the institution.

(d) A unit shall maintain a record of its candidates and their progress.

(e) The professional standards board shall keep each unit head and licensing advisor informed of rules and policies adopted by the professional standards board. Each unit head and licensing advisor shall remain informed of rules and policies adopted by the professional standards board, and shall inform unit faculty and candidates of professional standards board rules and policies. (*Professional Standards Board; 515 IAC 3-1-2; filed May 29, 2002, 4:24 p.m.: 25 IR 3177; errata filed Aug 22, 2002, 12:40 p.m.: 26 IR 37*)

**515 IAC 3-1-3 Unit assessment system****Authority:** IC 20-1-1.4-7**Affected:** IC 20-6.1-2-2

Sec. 3. (a) Each institution must create and implement the following:

- (1) A unit assessment system (515 IAC 1-2-21) that assesses the quality of the unit's candidates and program.

(2) A plan for collecting and analyzing data on applicant qualifications, performance of candidates and graduates and unit operations for evaluating and improving the unit and its programs.

(b) No later than June 30, 2002, each institution accredited under this rule shall submit a unit assessment system narrative describing its unit assessment system in a format approved by the professional standards board. The narrative shall indicate the following:

(1) The sequence of performance assessments used by the institution during preparation to determine each candidate's competency and eligibility for a licensing recommendation under this title.

(2) The unit's plan for use of results of its graduates' performance on any beginning educator assessments under title this section, continuously improve the quality of the institution's preparation of educators, and the expected evidence that will document the institution's progress in improving that preparation.

(3) Other relevant information requested by the professional standards board.

(c) An institution shall submit its narrative to the professional standards board. The procedures for processing the narrative are as follows:

(1) Receipt of the unit assessment system plan shall be acknowledged to institutions and teacher education committee in compliance with professional standards board upon receipt of the plan by the submission deadline of June 30, 2002.

(2) Upon receipt of the completed unit assessment system document, a review of each document shall be completed to determine that each of the seven (7) criteria for the unit assessment system has been adequately addressed and that the plan is aligned with the professional standards board approved content and developmental standards and any other standards adopted by the professional standards board.

(3) All clerical review reports shall be completed and sent to institutions and the professional standards board or its designee within three (3) months. A letter shall be mailed to each institution indicating the results of the first clerical review of the unit assessment system document, noting, where necessary, any areas not addressed.

(4) Institutions shall submit no later than fifteen (15) months in advance of their accreditation visit an Institutional Report (IR) specific to NCATE Standard 2—Assessment System and Unit Evaluation. This report will be organized around the three (3) elements of the standard and the seven (7) professional standards board unit assessment system criteria. This timeline will have to be shortened for those institutions that will have an NCATE review in 2002-2003.

(5) A formative peer review shall be conducted of each plan to provide the professional standards board assurance of unit assessment system implementation and to provide each institution with a constructive peer review prior to each NCATE visit, including the following:

(A) The review panel shall consist of two (2) higher education representatives, one (1) P-12 representative and one (1) professional standards board staff member.

(B) The review process shall consist of the following:

(i) A morning panel paper review of the IR, which may be a maximum of fifty (50) pages, elaborative documents, and a list of unresolved questions a unit may have about the unit assessment system.

(ii) An afternoon interview of the unit head and representatives of the assessment team.

(C) A written report, by standard element and criteria, will be sent to each unit, and a copy of the report will be sent to the professional standards board or its designee.

(d) Acceptance of the unit assessment system shall equate to a determination regarding Standard 2 of the NCATE accreditation as set forth in section 1(a) of this rule. Criteria for an acceptable unit assessment system will be those set by NCATE.

(e) NCATE reports will be submitted to the professional standards board for final determination of state accreditation.

(f) If an institution does not submit a unit assessment system by the deadline in subsection (b), the professional standards board may immediately begin proceedings to revoke its accreditation and shall issue public notice regarding the reason for the revocation proceedings.

(g) An institution not accredited under section 1 of this rule as of July 1, 2002, that applies after that date to become accredited shall submit its unit assessment system as part of the process for accreditation. (*Professional Standards Board; 515 IAC 3-1-3; filed May 29, 2002, 4:24 p.m.: 25 IR 3177; errata filed Aug 22, 2002, 12:40 p.m.: 26 IR 37*)

#### ARTICLE 4. (RESERVED)

#### ARTICLE 5. SUBSTITUTE TEACHER'S PERMIT

Rule 1. Substitute Permits

##### Rule 1. Substitute Permits

515 IAC 5-1-1 Permits  
515 IAC 5-1-2 Application  
515 IAC 5-1-3 Substitute plan

515 IAC 5-1-4 Substitute teacher

### 515 IAC 5-1-1 Permits

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1-6.5; IC 20-6.1-1-8; IC 20-6.1-3; IC 20-6.1-4

Sec. 1. A substitute permit is a renewable three (3) year license issued to a teacher upon application from the Indiana school district superintendent as defined by the Indiana school district substitute plan provided for in section 3 of this rule. (*Professional Standards Board; 515 IAC 5-1-1; filed Mar 4, 2003, 4:44 p.m.: 26 IR 2325*)

### 515 IAC 5-1-2 Application

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-16.6; IC 20-6.1-1-8; IC 20-6.1-3; IC 20-6.1-4

Sec. 2. (a) An application for a substitute permit must contain the following:

- (1) A completed application form approved by the professional standards board (board), including the signature of the superintendent or designee.
- (2) A limited criminal history check from the Indiana state police, dated no earlier than one (1) year prior to the date the application is received by the board.
- (3) A nonrefundable fee in the form of a cashier's check, certified check, or money order in the amount required under 515 IAC 1-2-19, or by electronic payment if the board accepts fees electronically.

(b) An incomplete application may be returned. A new fee may be required as a result of submitting an incomplete application. The applicant and the school district are responsible for any delays in licensing processing caused by the submission of an incomplete application. (*Professional Standards Board; 515 IAC 5-1-2; filed Mar 4, 2003, 4:44 p.m.: 26 IR 2325*)

### 515 IAC 5-1-3 Substitute plan

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1-6.5; IC 20-6.1-8; IC 20-6.1-3; IC 20-6.1-4

Sec. 3. (a) A school district substitute plan must contain the following:

- (1) A school district's requirements for a substitute permit.
- (2) The minimum of a high school diploma earned from an accredited school.
- (3) A plan for reciprocity with other Indiana school districts providing for their utilization of substitute teachers who were licensed by the school district submitting the plan, if applicable.

(4) Training and mentoring procedures for first-year substitute teachers.

(5) Any additional documentation, as may be required by the professional standards board (board).

(b) A school district must have a current substitute plan on file with the Indiana professional standards board by June 1, 2003. The school district must submit any changes to the plan thirty (30) days prior to implementation of those changes. (*Professional Standards Board; 515 IAC 5-1-3; filed Mar 4, 2003, 4:44 p.m.: 26 IR 2325*)

### 515 IAC 5-1-4 Substitute teacher

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1-6.5; IC 20-6.1-1-8; IC 20-6.1-3; IC 20-6.1-4; IC 20-6.1-5-4

Sec. 4. (a) A school district shall not employ persons holding a substitute permit when licensed teachers are available.

(b) Any person who holds a valid Indiana professional, provisional, standard, initial practitioner, proficient practitioner, accomplished practitioner, reciprocal, limited, or emergency permit may serve as a substitute teacher. The board recognizes the obligation of a school corporation to comply with the requirements of IC 20-6.1-5-4 with respect [*sic., to*] the compensation paid to a teacher serving as a substitute teacher and holding a professional, provisional, limited, or equivalent teaching license.

(c) A person may not serve as a substitute teacher without a valid permit issued under the authority of the professional standards board unless he or she meets the criteria of subsection (b).

(d) Substitute teaching experience shall not count as regular teaching experience to be used toward converting a standard Indiana teaching license to a professional license or an initial practitioner license to a professional practitioner license, waiving the proficiency test, or waiving the beginning teacher internship or assessment program.

(e) A substitute permit may be renewed upon application for three (3) years.

(f) If a school district fails to submit a substitute plan, substitute teachers for that district will be subject to the requirements of 515 IAC 1-2-17.

(g) The substitute permit is valid only for the requesting school district, unless the school district has a reciprocity plan with another district as described in section 3 of this rule. (*Professional Standards Board; 515 IAC 5-1-4; filed Mar 4, 2003, 4:44 p.m.: 26 IR 2326*)