

EDUCATION PROFESSIONAL STANDARDS BOARD
EMERGENCY NON-CERTIFIED SCHOOL PERSONNEL PROGRAM
16 KAR 2:210

RENEWAL APPLICATION

The Emergency Non-Certified School Personnel Program is offered to local school districts with an identified shortage of certified and emergency-certified substitute teachers. This program permits the employment of persons with less than 64 semester hours of college credit during the temporary absence of a teacher-of-record and only after the priority selection process of certified and emergency-certified substitute teachers has been exhausted.

The Education Professional Standards Board administers this program in accordance with the requirements established in administrative regulation 16 KAR 2:210.

Application for district participation in this program shall be on an annual basis for the school year in which approval is requested. A school district approved in the preceding school year for participation in the program may request renewal for continuation of the program via this form.

District Name _____

District Address _____

District Telephone # _____ Fax # _____

District Contact Person for this Program: _____

The _____ school district requests renewal for continuation of the approval to utilize personnel in the Emergency Non-Certified School Personnel Program for the _____ school year in accordance with the requirements of 16 KAR 2:210. The district continues to experience a shortage of certified and emergency-certified substitute teachers; continuation of this program is necessary to ensuring staffing of the district's classrooms in the event of temporary absences of teachers of record.

Superintendent's Signature Date

Return to: John Fields, Director
Division of Certification
Education Professional Standards Board
100 Airport Road, 3rd Floor
Frankfort, KY 40601