

Want to Teach in Kentucky?

Candidates Trained in Kentucky will need the following:

- A completed TC-1 application form
- Official transcripts of all graduate and undergraduate coursework
- Verification by the Superintendent or Personnel Director of full-time classroom teaching experience at the appropriate grade level(s) (Section 2 of TC-1)
- Passing Praxis II Specialty Area test scores for EACH area of certification (if less than two years of appropriate full-time teaching experience) and the Principles of Learning and Teaching test score for appropriate grade range Verification of completion of teacher preparation program from the preparing college or university (Section 4 of TC-1)
- \$50 money order or certified check made payable to the Kentucky State Treasurer.

Candidates Trained Out-of State will need the following:

- A completed a TC-1 application . Forward this application to your college for the completion of Section IV on page 5 of the TC-1 application .
- Passing Praxis II Specialty Area test scores for EACH area of certification (if less than two years of appropriate full-time teaching experience) and the Principles of Learning and Teaching test score for appropriate grade range. **(KY may require different PRAXIS tests in some areas. Please check this website for requirements <http://www.kyepsb.net/assessment/teachertests.asp>)**
- Have Section II completed by your superintendent, if you have out-of-state teaching experience.
- Submit a certified check or money order in the amount of \$50.00 made payable to the Kentucky State Treasurer
- Have Official transcripts of all college and graduate coursework sent to:

Division of Certification
Education Professional Standards Board
100 Airport Road, 3rd Floor
Frankfort, Kentucky 40601

Phone: 888-598-7667 or 502-564-4606

Fax: 502-564-9484

Additional Information: **Out-of-state applicants** must have completed a state approved teacher preparation program at a regionally accredited educator preparation institution or a state-approved alternative training program. In addition, candidates

must comply with the state ancillary requirements such as GPA, testing and internship.

Out-of-state applicants who hold a valid certificate and have completed two years of teaching in the subject area and grade level on their certificate will be waived of the current testing requirements.

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Greenup County School District

I would like to invite you to apply for a teaching position in the Greenup County Schools. It is the intention of the Greenup County School District to recruit and maintain a highly trained and motivated staff. This ensures that our students receive the highest quality education.

The administration and staff would encourage you to complete the application process. To be considered for employment we need the following documentation:

- Current Application
- Resume and at least two letters of recommendation
- Evidence of certification or license applicable for the position sought
- National and state criminal history background check
- Health certificate, including TB skin test
- Official Transcripts
- PRAXIS scores

Please check this website for Kentucky PRAXIS requirements:
<http://www.kyepsb.net/assessment/teachertests.asp>

Applications and health forms can be downloaded at www.greenup.k12.ky.us. Go to "District" and then to "Forms".

If you should have any questions, please contact me. I would be more than willing to assist you in the application process and in obtaining Kentucky certification. I am looking forward to hearing from you again.

Sincerely,

Susan Nichols
Supervisor of Instruction
Greenup County Schools
45 Musketeer Dr.
Greenup, KY 41144
Phone: 606 473-9819 or 5830
Fax: 606 473-3699
Email: snichols@greenup.k12.ky.us