

credit shall be in driver education and shall include experience in teaching practice driving. Teachers have a minimum preparation of 2 semester hours' credit in basic driver education, who have been teaching driver education regularly for at least one of the past 2 years and who meet the requirements in a and b above, will be approved until July 1, 1963. After this date, all teachers shall meet the 6 credit requirement.

4. The maximum materials fee that may be charged for an approved course is \$5. For students who are not residents of the district, a tuition fee may also be charged. However, in no case may the total of the materials fee, tuition, and aid exceed the actual cost of instruction.

5. Aid shall be paid for the following categories of students:

a. Any person under 18 years of age.

b. Students 18 or 19 years of age who during the school year are regularly enrolled in a high school or in a high school program in a school of vocational and adult education. Students who are 18 or 19 years of age remain eligible in the summer following their graduation from high school, if they graduated during the preceding school year.

6. Vocational and adult school districts applying for this aid shall report annually to the state board of vocational and adult education upon the number of students and such other detailed information relative to the names and qualifications of teachers and expenditures for salaries, equipment, and supplies for the course as may be required.

(c) Aids shall be paid for programs taught in part by a public high school and in part by a vocational and adult education school.

1. Such programs shall be established by action of both the board of education of the district operating the high school and the local board of vocational and adult education who are involved. Each board shall be responsible for that portion of the program taught as a part of its curriculum. However, the entire program shall be reported for approval by one of the schools. Aid will be claimed by and paid to the reporting school. Any distribution of the aid may be made locally as agreed upon between the respective boards of education. The responsibility for reporting, receiving the aid, and distributing the aid to the respective districts shall be specified in the action establishing the cooperative program.

2. Appropriate requirements in sections (a) and/or (b) of this rule shall apply.

(9) AUDIOVISUAL DIRECTOR. Media Specialist. This classification shall apply to those who direct, administer, and/or provide those advisory, production and distribution services which implement teaching-learning situations with media in an organized fashion within an entire school system. The term "Media" includes all technological aids to the instructional program such as films, recorded materials, radio, television, and other modern communications devices and materials such as pictures and graphics, three dimensional materials, etc. Persons will qualify as Audiovisual Directors (Media Specialists) who offer credits in the courses listed under par. (b) below. Qualifications for a Director's Certificate:

(a) General Requirements

1. Must possess a valid teaching certificate based on a 4-year degree.

2. Should have at least 3 years of successful teaching experience.

(b) Educational Requirements. Minimum of 15 semester hours.

1. A course or courses in Curriculum. Minimum of 2 semester hours. (A person qualifying with elementary school teaching experience will meet this requirement by acquiring credit in a high school curriculum course. A person with high school teaching experience will qualify with an elementary school curriculum course.)

2. Courses in Audiovisual Instruction (Educational Media). Minimum of 12 semester hours including starred courses:

\*Methods: Basic Audiovisual Course

\*Production of Audiovisual Materials

\*Administration (Audiovisual)

Electives

(Such courses as ETV, Programmed Learning, Motion Picture Production, Radio, Photography, etc.)

(c) A 3-year Provisional Certificate may be granted to an individual without meeting the course requirements providing:

1. The applicant has served as an Audiovisual Director for a period of 3 years prior to July 1, 1967, with one-fourth or more released time devoted to such duties. Percentage of time is determined by actual released time from classroom or study hall duties for organized audiovisual activities. For example: If the audiovisual assignment is for 2 periods in a 7-period day, percentage of time is 2/7 or 28%.

2. He is presently designated as an Audiovisual Director with one-fourth or more released time for such duties.

(d) Such Provisional Certificate may be renewed in 3-year periods by completing satisfactorily 2 or more courses from par. (b) 2. (above) within each 3-year period.

(10) AUDIOVISUAL BUILDING COORDINATOR. Media Specialist. This classification shall apply to those who provide those advisory, production, and distribution services which implement teaching-learning situations with media in an organized fashion within a single building housing a typically organized grade unit of a school system, such as an elementary school, a junior high school, or a senior high school. The term "Media" includes all technological aids to the instructional program such as films, recorded materials, radio, television and other modern communications devices and materials such as pictures and graphics, three dimensional materials, etc. Qualifications for a Coordinator's Certificate:

(a) General Requirements. Must possess a valid teaching certificate based on a 4-year degree.

(b) Educational Requirements. Minimum of 4 semester hours. Two courses in Audiovisual Instruction, one of which shall be a basic Audiovisual Methods course.

(c) Beginning with the school year 1967-68, all persons designated by their school officials as Audiovisual Directors or Audiovisual Coordinators must meet the requirements as listed above.

(11) SCHOOL COUNSELOR OR GUIDANCE WORKER. This classification shall apply to those who perform counseling and guidance functions in an organized fashion. The recognized advisory duties of the regular classroom teacher shall not be considered as guidance. Qualified persons who are performing the duties of counselors or guidance personnel for 1960-61 may secure counselors' certificates. Proper certification of all school counselors or guidance workers spending one-

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fourth of the school day or more as counselors will be required as of 1963-64. Persons who have been officially designated as counselors or guidance workers and relieved from classroom and other duties one-fourth time for 5 or more years as of July 1, 1960 may be granted 3 year certificates without meeting the course requirements. Such certificates may be renewed by meeting one course requirement in 2b or 2c under School Counselor—Grade B and by having a minimum of one year of accumulated work experience after high school graduation in fields other than education. Five year renewal certificates may be obtained by earning graduate credits in two courses in 2b or 2c. The earning of credits shall be compulsory until grade B requirements are met. There will be no life certificates issued for guidance and counseling.

(a) *School Counselor—Grade B.* 1. General requirements are a bachelor's degree from an approved college or university, a current Wisconsin teaching license or eligibility to hold such license and a minimum of 2 years of teaching experience.

2. Educational requirements are a minimum of 18 semester hours of graduate work in education and guidance. Two courses among the following may be accepted from the undergraduate level, but this shall not decrease the graduate minimum requirement.

a. Required courses: a basic course in the introduction to a general understanding of guidance and a course in guidance techniques. Colleges and universities are urged to introduce and to require a course in supervised practice in counseling.

b. Select at least 3 courses from the following: human growth and development, including mental hygiene; educational and occupational information; curriculum development; statistics and measurements research; and study of individuals through tests, interviews, records and other means.

c. Other elective areas: administration and organization of guidance programs; group guidance; remedial and/or developmental reading; psychology of individual differences; school administration; the exceptional child; curriculum construction; and child or adolescent psychology.

(b) *School Counselor—Grade A.* 1. General requirements are a master's degree from an accredited college or university, a current Wisconsin teaching license or eligibility to hold such a license, a minimum of 2 years experience as a counselor, a minimum of one year of accumulated work experience after high school graduation in fields other than education and at least 2 years of teaching experience.

2. Educational requirements: at least 6 additional semester hours of graduate credit (above B level requirement). If not already taken, this must include administration and organization of guidance programs. Other courses to be selected from list in 2a, b and c (under school counselor—grade B). An applicant for a counselor's license (at either level) may receive a 3 year license if fully qualified. A renewal certificate may be issued for 5 years. Such certificate may be renewed for 5 year intervals, subject to future rules.

(12) **SCHOOL PHYSICAL THERAPIST.** (a) A registered physical therapist may serve in a school situation if certified by the proper certifying agency.

(b) Certification as a school physical therapist is available, but will not be required.

(c) The school physical therapist must hold proper certification as a physical therapist and must have 18 semester credits in professional education or its equivalent as approved by the state superintendent.

(13) SCHOOL OCCUPATIONAL THERAPIST. (a) A registered occupational therapist may serve in a school situation if certified by the proper certifying agency.

(b) Certification as a school occupational therapist is available but will not be required.

(c) The school occupational therapist must hold proper certification as an occupational therapist and must have 18 semester credits of professional education or its equivalent as approved by the state superintendent.

(14) VALIDITY OF LIFE CERTIFICATES. All life certificates obtained under PI 3.20 (1), (2), (3), (4), (5) and (6) will be valid only so long as the holder remains actively employed in a public school professional position for which his license entitles him to employment. The credential shall become invalid if for 5 or more consecutive years the holder is not actively employed in a position in public education requiring the holding of a valid Wisconsin license. Such nullified credential may be renewed under regulations in force at the time of the application for renewal.

**History:** 1-2-56; am. (2) and (3); cr. (5) and (6), Register, November, 1958, No. 35, eff. 12-1-58; cr. (7), Register, April, 1959, No. 40, eff. 5-1-59; am. (1) (a), (2) (f), (3) (i), (6) (a), (6) (b), (6) (c), (6) (d) 2; cr. (6) (d) 6; (8) and (9), Register, September, 1960, No. 57, eff. 10-1-60; cr. (2) (g); (3) (j); am. (6) (a); (7); Register, June, 1962, No. 78, eff. 7-1-62; am. (6) (a); am. (6) (d) 2; am. (8) (a) 1; am. (8) (b) 1; renum. (9) to be (11); cr. (9) and (10), Register, August, 1964, No. 104, eff. 9-1-64; r. cr. (2) and (3); rn. (4), (5), (6), (7), (8), (9), (10) and (11) to be (5), (6), (7), (8), (11), (12), (13) and (14); cr. (4), (9) and (10), Register, September, 1966, No. 129, eff. 10-1-66.

geography. Social geography will include all geography excepting physical geography. As of January 1, 1964, the broad field social studies major must consist of at least 54 semester college credits with at least 22 semester credits in history and at least one full year course in sociology, economics, political science and social geography.

(d) A license covering the broad field of music education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of music exclusive of methods. The pattern shall be approved by the state superintendent.

(e) A license covering the broad field of art education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of art exclusive of methods. The pattern of this major must be approved by the state superintendent.

(g) Speech shall be considered an academic subject.

1. High school teachers of speech shall hold a minimum of an approved college minor in speech preparation. Speech certification shall become mandatory for all classroom teachers of speech with the school year 1962-63. Persons with at least 12 years of experience as teachers of speech prior to July 1, 1962 may be licensed without meeting the above requirement. Persons with from 8 to 11 years of experience as teachers of speech prior to July 1, 1962 may be licensed by completing 6 semester hours of college speech training. A course in speech fundamentals is required.

2. Extra-curricular speech activities. Certification for coaching or directing extra-curricular speech activities will be recommended but not required. Colleges are urged to establish suitable patterns of preparation for coaching or directing extra-curricular speech activities. Such patterns should be established as minors and should be guides to employing officers.

(h) High school teachers must have at least 18 semester credits in professional education. These credits shall be in the fields of educational psychology or psychology of learning, methods to include some in the major subject, and at least 5 in student teaching. The remaining credits are elective in the field of professional education.

(4) SPECIAL SUBJECT FIELDS OF TEACHING. Three-year licenses will be granted to recommended degree-holding graduates of accredited degree-granting colleges or universities for those special subjects for which they are fully prepared in accordance with the prescribed regulations. The special subject fields are industrial arts, home economics, business education, agriculture, music, art and physical education.

(a) A major in a special subject shall consist of a minimum of 34 semester credits. The pattern in a special subject field may not be broad enough to cover the entire field. A license restricted to specific subjects within the field may then be issued.

(b) Three year licenses will be issued as follows:

1. Business and Occupations—Vocational.
2. Trades and Industry—Vocational.
3. Distributive Education—Vocational.
4. Technical—Vocational.

Current standards of certification will apply to the above licensing plus appropriate occupational (work) experience required of the licensee.

(c) A minor in a special subject field shall consist of a minimum of 22 semester credits exclusive of methods. Licenses for minors in

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special subject fields may be restricted to certain grade levels or to certain subjects within the field.

(d) The professional sequence shall include the areas of educational psychology, child growth and development, curriculum, methods and student teaching. Preparation for 12 grade teaching must include student teaching at a minimum of 2 grade levels.

(5) **REMEDIAL READING.** A Wisconsin teacher's license based upon a degree is required. In addition 12 special semester credits must be obtained. Courses in remedial reading and in a remedial reading clinic are required. The remaining credits may be chosen from adolescent literature, children's literature, techniques of improving developmental reading and techniques of teaching the mentally handicapped. Three years of teaching experience are a prerequisite to obtaining this license.

(6) **NON-PROFESSIONAL FIELDS OF SERVICE.** Under section 39.02 (21a), Wis. Stats., certification will be required for all people assisting teachers in the broad instructional program. This shall not include any non-professional workers whose duties are not a part of the instructional program such as those employed commonly as custodians, office secretaries, school lunch employees, and bus drivers.

(a) *Theme grader.* A theme corrector license restricted to the correction of technical errors in English may be issued based upon at least an 18 semester hour minor in English, in journalism or in speech (if the speech minor contains at least 9 semester hours in written communications); a minimum of 3 college years of credit toward a degree with the professional requirement of at least one four week English workshop. Such workshop may be a college sponsored workshop or an area school sponsored workshop supported by a group of boards of education. The latter must have the prior approval of the state superintendent. Experiences in the fields of journalism, writing and teaching at any level may be considered and evaluated in lieu of the workshop. A request for this license must be made in writing by the district administrator. If theme graders or correctors are assigned to the holding of personal conferences such as with pupils concerning themes, they must hold teachers licenses.

(b) *Supervisors of study halls.* Any elementary teacher holding a valid Wisconsin teacher's license who has had at least 3 years of successful teaching experience may be assigned as study hall supervisor. A study hall supervisor's license may be issued to a person having completed at least 3 years of college who has had at least 4 years of successful experience in organized work in the supervision of youth activities.

(c) An assistant monitors license may be issued for "before school, noon hour and after school" monitoring of playground activities and then only in case a fully qualified teacher is actively and personally in charge and present. Such a license may be issued to a person with 3 years of experience in the supervision of youth activities or to persons who have completed 3 years of college education and who are at least 20 years of age.

(d) The items listed (PI 3.03 (6) (a), (b) and (c)) shall not be considered as precluding unlisted positions for which school boards and administrators may request legal certification. The state superintendent hereby establishes the right to consider "unlisted" requests

as new instructional procedure and ideas are developed. Proposals for experimental procedures shall be documented as to purpose, proposed procedures and evaluative criteria.

(7) **LICENSE BASED UPON EXPERIENCE.** A 2 year license may be granted to a person who presents evidence of full accreditation under section PI 3.03 excepting practice teaching providing evidence is presented proving eligibility for acceptance into practice teaching in the college of preparation and proof of 5 or more years of successful teaching experience at the level of preparation. A 3 year renewal license may then be issued upon proof of 2 years of successful teaching experience. Eligibility for a life certificate for such people is established at the end of 5 years of successful teaching experience in Wisconsin holding the two and three year licenses.

(8) **REFRESHER WORK.** Teachers who fully meet the current requirements, both academic and professional, but who have not been regularly employed within the teaching profession within the past 5 years, must present evidence of a minimum of 6 semester hours of refresher work in methods and/or academic subjects. Extensive substitute teaching done during the period of non-regular teaching employment will be evaluated if done while holding a valid license.

(9) **SUBSTITUTE TEACHERS.** Term certificates allowing persons to serve as substitute teachers in the public schools may be issued to applicants who have held a regular Wisconsin credential which has expired or the equivalent credential issued in another state.

**History:** 1-2-56; am. (1), (2), (3); cr. (4) and (5), Register, November, 1958, No. 35, eff. 12-1-58; am. intro. par., (1), (2), (2) (a), (3), (3) (a), (3) (a) 1, (3) (a) 2, (3) (a) 3; cr. (3) (a) 4 and (3) (a) 5; am. (3) (b) and (3) (c); renum. (3) (d) to be (3) (f); cr. (3) (d) and (3) (e); am. (4), (4) (a), (b); r. (4) (c); renum. (4) (d) to be (4) (c); am. (5), Register, September, 1960, No. 57, eff. 10-1-60; am. intro. par.; cr. (3) (a) 6; renum. (3) (e) to be (3) (g); renum. (3) (f) to be (3) (h); cr. (3) (e); (6), (7), (8), Register, June, 1962, No. 78, eff. 7-1-62; renum. (4) (b) and (c) to be (4) (c) and (4) (d) and cr. (4) (b), Register, August, 1964, No. 104, eff. 9-1-64; rn. (3) (a) 4, 5, and 6. to be (3) (a) 6, 7, and 8.; cr. (3) (a) 4. and 5.; am. (6) (intro. par.); cr. (9), Register, September, 1966, No. 129, eff. 10-1-66.

**PI 3.04 Certificates.** CERTIFICATES ARE TERM AND LIFE. The term non-renewable certificate indicates the length of time the holder has to reach the next level of legal certification.

(1) Five-year non-renewable certificates may be issued to graduates of recognized 2 year elementary teacher courses at the expiration of the 2 year license described in section PI 3.03 (2). The issuance of the renewal certificate shall be based upon proof of success as reported by superintendents, supervisors and principals and upon proof of the applicant having secured at least 6 semester credits of college work toward the bachelor's degree acceptable to the state superintendent. For any further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 2 year graduates of 1961.

(2) Since the graduate from a 2 year professional course in elementary education is allowed a total of 7 years to secure a degree in elementary education, the graduate of a 3 year course may have the same length of time after completing a 2 year course or the second year of a 3 year course. Term certificates will be issued upon graduation from the 3 year course in elementary education in accordance with the amount of time left within the above-mentioned period. For

further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 3 year graduates of 1962.

(3) Life certificates may be granted to teachers who have earned bachelors' degrees or their equivalent and who are fully qualified graduates of a college or university accredited for teacher education under the following conditions.

(a) *Life certificates.* The unlimited or life certificate issued under date of July 1, 1962 or thereafter, for all types of certification, will be valid so long as the holder remains actively in the public school teaching profession. The credential shall become invalid if for 5 or more consecutive years the holder is not actively employed in a position in public education requiring the holding of a valid license. A person substituting for one-half of a school year shall be considered actively employed for that year. Such nullified credential may be renewed under regulations in force at the time of the application for renewal.

(b) *High school teachers.* They must hold a bachelor's degree and must have met the pattern of preparation approved by the state superintendent. Life certificates may be granted only in the major subject or subjects of preparation and such other subjects that have been taught successfully in Wisconsin public junior or senior high schools for at least three years and which were endorsed on a regular Wisconsin license during that period of time. At least 1 of the 3 years shall have been within the 3 year period prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(c) *Elementary teachers.* They must have met the pattern of preparation approved by the state superintendent and must be properly recommended graduates of a degree course or its equivalent in elementary education from a college or university accredited to offer a degree in the preparation of elementary teachers. Each applicant for a life certificate in elementary teaching must have held a regular license or licenses to teach in Wisconsin elementary schools and must have taught successfully under such license or licenses for at least 3 years in Wisconsin public elementary schools. At least 1 of the 3 years shall have been within the 3 year period immediately prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(d) *Special field teachers as described in PI 3.03 (4).* To secure a life certificate in a special field a teacher must hold a degree from an accredited college or university and must have secured an acceptable major or master's degree in that special field. The applicant must have taught successfully in the special field while holding a regular Wisconsin license or licenses for at least 3 years. Such teaching must have been done in Wisconsin public schools.

**Note:** Life certificates may be issued to holders of minors in elementary school music teaching.

**History:** 1-2-56; am. (1); renum. (2) to be (3) and am.; cr. (2), Register, November, 1958, No. 35, eff. 12-1-58; am. (3); renum. (a), (b) and (c) to be (b) (c) and (d); cr. (3) (a); am. (3) (b), (3) (c) and (3) (d), Register, September, 1960, No. 57, eff. 10-1-60; am. intro.-par.; Register, June, 1962, No. 78, eff. 7-1-62.

**PI 3.10 Special rules. (1) LIBRARIANS.** Candidates holding a valid Wisconsin teaching license or certificate who have successfully completed courses in library science that cover the areas of school library administration, cataloging and classification, book selection, materials and reference. Minimum credits for certification in library science will be 15 semester hours. A library license may also be issued to degree holding candidates who have completed a program in library science who successfully complete an approved program of professional education which includes practice in school library service. Persons with degrees who are licensed to act as elementary school librarians may also be licensed to act as secondary school librarians by producing evidence of successful completion of a course in adolescent literature. Persons with degrees who are licensed to act as secondary school librarians may also be licensed to act as elementary school librarians by producing evidence of successful completion of a course in children's literature. This rule shall apply only to those librarians whose licensing had been limited as to grade level because their preparation had not covered the two areas of literature listed above.

(2) **DRIVER EDUCATION.** (a) As of July 1, 1969, a teacher must be a certified driver and safety education teacher to teach driver and/or safety education courses.

(b) In order to receive a license to teach driver education, a person must hold a Wisconsin teaching license and must have earned at least 6 semester hours of approved credit in the field of driver and safety education in an accredited teacher education college. At least 3 semester hours of such credit shall be in driver education which shall include a minimum of 10 class periods of experience in teaching practice driving. Applicants for the driver education license must have a minimum of 3 years driving experience while holding a state driver's license, hold a current Wisconsin driver's license, and have an acceptable driving record.

(c) As of July 1, 1969, a teacher must have successfully completed a basic driver education course, an advanced driver education course, and a general safety education course consisting of at least a total of nine semester hours. Six or more of these semester hours must consist of basic and advanced driver education course work and the balance, three semester hours, must be in general safety education course work.

(d) As of July 1, 1965, the first certificate issued to a beginning driver education teacher shall be a provisional one, for three years only. At the end of three years of successful teaching, a five year certificate may then be issued.

(3) **SUPERVISOR OR COORDINATOR.** A supervisor or coordinator under this rule is a person employed by a public school board of education, a county handicapped children's education board, or a cooperative educational service agency as a general supervisor, special education supervisor, director of instruction, or special education director within any district, city school system, county handicapped children's education board, or cooperative educational service agency. All general supervisors, coordinators, and directors of instruction shall hold supervisors' licenses or certificates. In the case of special education supervisors, coordinators, and directors this regulation shall take effect as of the school year 1966-67 and thereafter.

(a) A supervisor or coordinator in any public school system in Wisconsin must hold or be eligible to hold a license to teach in Wisconsin at the level of supervision and must have had at least 3 years of public school teaching experience at that level. Such license shall become invalid when the holder no longer holds or is eligible to hold a valid Wisconsin teacher's credential. The months and years of employment as an active supervisor or coordinator licensed in Wisconsin as such may be counted for renewal licensing purposes, as both teaching and supervising or coordinating time.

1. To obtain a license to act as supervisor or coordinator, the applicant must be at least 24 years of age and must be a citizen of the United States. He must hold a master's degree with graduate courses in the areas of curriculum; supervision; measurements; guidance; and child and/or adolescent development. Note that this master's degree may be in any field but must contain the pattern shown in this paragraph.

2. If employed to act as supervisor or coordinator of both elementary and secondary fields, this person must have successfully completed courses at the graduate level in elementary supervision and curriculum if licensed to teach in high school or in secondary supervision and curriculum if licensed to teach in elementary schools. Supervision and curriculum courses covering both the elementary and secondary fields will be accepted.

3. The original license for supervisor or coordinator shall be for 3 years. This license may be renewed upon satisfactory proof of successful work as supervisor or coordinator. A life certificate may be issued by the State Superintendent to those successfully completing 2 post-master's degree courses in education of at least 2 credits each and by producing evidence of successful work as supervisor or coordinator for 3 or more years in Wisconsin public schools while holding a supervisor's or coordinator's license. This credential shall become invalid if for 5 or more consecutive years the holder is not actively employed as a supervisor or coordinator or director of instruction in public schools requiring the holding of a valid supervisor's license. Such nullified credentials may be renewed under regulations in force at the time of the application for renewal.

(b) To secure a special education supervisor's, coordinator's, or director's license, a person must meet the qualifications in sub. (a) 1 and must also hold an undergraduate, or master's degree, or certification in one area of exceptionality. In addition, a person must have completed a minimum core of 6 graduate credits in the area of supervision and administration of special education programs; field work or internship in the supervision and administration of special education; and/or seminar in the supervision and administration of special education programs. The State Superintendent may also substitute equivalency credit upon the submission of evidence attesting to competence in this area.

1. The original license for a level B special education supervisor, coordinator, or director shall be for 3 years and shall be issued upon the recommendation of competence by a recognized training institution. This license may be renewed upon satisfactory proof of successful work as a supervisor, coordinator, or director in special education. A life license as a Level B special education supervisor, coordinator, or director may be issued by the State Superintendent to those

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sonnel relations, property management and food service management. Equivalent courses to be determined by the state superintendent or a bachelor's degree in accounting, economics or business administration granted by a college or university approved by the state superintendent of public instruction. A minimum of 18 semester credits of professional education chosen from such courses as history or philosophy of education, educational psychology, guidance, measurements, curriculum, trends in education, school administration, school law, school business administration and school plant planning. Equivalent courses to be determined by the State Superintendent.

b. School business administrators who have been officially designated as such and who have served for 5 years in this capacity as of July 1, 1964 may apply for and receive 5 year certificates.

(5) CONVERSION TO ELEMENTARY TEACHING. Conversion to teaching in grades 4 through 8 by qualified high school teachers requires either the completion of the plan for such conversion as established by a college of the applicant's choice or the completion of the following courses:

	Semester Credits
Child growth and development -----	3
Elementary curriculum -----	3
Teaching of reading techniques -----	3
Teaching of arithmetic techniques -----	2
Teaching of language arts techniques -----	2
Practice teaching on elementary level -----	4
Art -----	2
Music -----	2
Mathematics (2 semester credits arithmetic) -----	2
Social science (3 semester credits in American History, 3 semester credits in general geography which may include conservation) -----	6
Conservation -----	2
Science -----	6

Subjects and fields covered previously in college need not be repeated. Conversion to kindergarten and primary teaching by high school teachers is not encouraged and will require more extensive preparation.

(6) CONVERSION TO SECONDARY TEACHING. Conversion to secondary teaching by qualified elementary teachers requires either the successful completion of the following courses or a plan set up by the college of the applicant's choice.

	Semester Credits
Adolescent psychology -----	3
Methods in major field or subject -----	2 or 3
Establishment of 1 major and 1 minor or 2 majors (Practice teaching at the secondary level is recommended)	
Subjects and fields covered previously in college need not be repeated.	

(7) LICENSES AND TERM CERTIFICATES. All licenses and term certificates shall be issued for school years or less and the expiration date shall be of June 30 of the designated year.

(8) **REVOCATION OF LICENSES.** Section 40.43 (5), Wis. Stats., provides the grounds for revocation of teaching licenses.

(a) The state superintendent may revoke licenses of or deny licenses to persons whose teaching licenses have been revoked by some other state department of public instruction for inefficiency or immorality.

(b) The state superintendent will not review the case of a person whose license has been revoked in another state for inefficiency or immorality until such person has been officially reinstated in the state where the revocation took place.

**History:** 1-2-56; am. (7); r. & recr. (8); renum. (9) to be (11) and (10) to be (12); cr. (9) and (10), Register, July, 1958, No. 31, eff. 8-1-58; r. (1), (2), (3), (4), (5) and (6); renum. (7) and (8) to be (1) and (2); renum. (9) to be (3); am. (3) intro. par.; cr. (3) (d) and (3) (e); renum. (10) intro. par. to be (4) and am.; am. (4) (a), intro. par.; cr. (4) (e), (f), (g) and (h); renum. (11) to be (5) and am.; renum. (12) to be (7); cr. (6), Register, November, 1958, No. 35, eff. 12-1-58; am. (1), (2) (c), (3) (a), (3) (a) 2, (3) (a) 3, (3) (b), (3) (d), (4), (4) (a) 1; r. (4) (a) 2; am. and renum. (4) (a) 3 to be (4) (a) 2; am. (4) (b) 1, (4) (c) 1, (4) (d), (4) (e), (4) (h), (5), (6), Register, September, 1960, No. 57, eff. 10-1-60; am. (1); (2) (a), (b), and (c); (4) intro. par.; (4) (a) 4; (4) (b) 2; (4) (c) 2; (4) (d) 2; (4) (f); cr. (8), Register, June, 1962, No. 78, eff. 7-1-62; r. (2) (b); am. (1); renum. (2) (a) to be (2) (b); cr. (2) (a); am. (2) (c); cr. (2) (d); am. (3) (a) intro. par.; am. (4) (a) intro. par.; am. (4) (b) intro. par.; am. (4) (c) intro. par.; am. (4) (d), intro. par.; cr. (4) (i), Register, August, 1964, No. 104, eff. 9-1-64; r. cr. (3), Register, September, 1966, No. 129, eff. 10-1-66.

**PI 3.20 Specialized areas. (1) SCHOOL SOCIAL WORKER.** (a) *Junior school social worker.* Eighteen semester hours of professional education or its equivalent is basic. One year satisfactorily completed in an approved school of social work at the graduate level is required. The state superintendent may issue temporary certification to applicants with deficiencies either in social work or education. Such deficiencies must be removed at the minimum rate of 6 semester hours per year. There shall be no life certificate at the junior school social worker level. All persons who qualify as junior school social workers after June 30, 1964 must reach senior school social worker status before any form of renewal license may be given.

(b) *Senior school social worker.* Eighteen semester hours of professional education or its equivalent. A master's degree in social work taken in an approved school of social work. A minimum of 3 years experience in a recognized social agency working with children and youth or performance of the work of a school social worker for 3 years. Credits obtained in the social work course that the school's department of education will accept as equivalent to professional education will be accepted toward a license to teach in pars. (a) and (b). The state superintendent may also determine equivalency.

(2) **PROVISIONAL SCHOOL PSYCHOLOGIST.**

(a) Eighteen semester credits of professional education or its equivalent.

(b) Thirty to 36 semester hours of graduate credit in professional education and psychology is required for the provisional licensure towards a Level I School Psychologist's Certificate.

**Area Requirements**

Area A—Psychological Foundations—12 semester credits required

\*Child or Adolescent Psychology

\*Psychology of Learning

\*Educational Statistics

geography. Social geography will include all geography excepting physical geography. As of January 1, 1964, the broad field social studies major must consist of at least 54 semester college credits with at least 22 semester credits in history and at least one full year course in sociology, economics, political science and social geography.

(d) A license covering the broad field of music education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of music exclusive of methods. The pattern shall be approved by the state superintendent.

(e) A license covering the broad field of art education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of art exclusive of methods. The pattern of this major must be approved by the state superintendent.

(g) Speech shall be considered an academic subject.

1. High school teachers of speech shall hold a minimum of an approved college minor in speech preparation. Speech certification shall become mandatory for all classroom teachers of speech with the school year 1962-63. Persons with at least 12 years of experience as teachers of speech prior to July 1, 1962 may be licensed without meeting the above requirement. Persons with from 8 to 11 years of experience as teachers of speech prior to July 1, 1962 may be licensed by completing 6 semester hours of college speech training. A course in speech fundamentals is required.

2. Extra-curricular speech activities. Certification for coaching or directing extra-curricular speech activities will be recommended but not required. Colleges are urged to establish suitable patterns of preparation for coaching or directing extra-curricular speech activities. Such patterns should be established as minors and should be guides to employing officers.

(h) High school teachers must have at least 18 semester credits in professional education. These credits shall be in the fields of educational psychology or psychology of learning, methods to include some in the major subject, and at least 5 in student teaching. The remaining credits are elective in the field of professional education.

(4) SPECIAL SUBJECT FIELDS OF TEACHING. Three-year licenses will be granted to recommended degree-holding graduates of accredited degree-granting colleges or universities for those special subjects for which they are fully prepared in accordance with the prescribed regulations. The special subject fields are industrial arts, home economics, business education, agriculture, music, art and physical education.

(a) A major in a special subject shall consist of a minimum of 34 semester credits. The pattern in a special subject field may not be broad enough to cover the entire field. A license restricted to specific subjects within the field may then be issued.

(b) Three year licenses will be issued as follows:

1. Business and office—vocational.
2. Trades and industry—vocational.
3. Distributive education—vocational.

Current standards of certification will apply to the above licensing plus appropriate occupational (work) experience required of the licensee.

Unlimited (life) certification is not issued for teaching in the areas listed in this section. A 5-year renewable certificate may be granted

upon completion of 3 years of successful teaching of vocational subjects in Wisconsin public junior or senior high schools, during which time said subject(s) were endorsed on a 3-year Wisconsin license. At least one of the 3 years shall have been within the 3-year period immediately prior to the application for the 5-year certificate. Proof of successful teaching shall be furnished as requested by the state superintendent.

(c) A minor in a special subject field shall consist of a minimum of 22 semester credits exclusive of methods. Licenses for minors in special subject fields may be restricted to certain grade levels or to certain subjects within the field.

(d) The professional sequence shall include the areas of educational psychology, child growth and development, curriculum, methods and student teaching. Preparation for 12 grade teaching must include student teaching at a minimum of 2 grade levels.

(5) REMEDIAL READING. A Wisconsin teacher's license based upon a degree is required. In addition 12 special semester credits must be obtained. Courses in remedial reading and in a remedial reading clinic are required. The remaining credits may be chosen from adolescent literature, children's literature, techniques of improving developmental reading and techniques of teaching the mentally handicapped. Three years of teaching experience are a prerequisite to obtaining this license.

(6) NON-PROFESSIONAL FIELDS OF SERVICE. Under section 39.02 (21a), Wis. Stats., certification will be required for all people assisting teachers in the broad instructional program. This shall not include any non-professional workers whose duties are not a part of the instructional program such as those employed commonly as custodians, office secretaries, school lunch employees, and bus drivers.

(a) *Theme grader.* A theme corrector license restricted to the correction of technical errors in English may be issued based upon at least an 18 semester hour minor in English, in journalism or in speech (if the speech minor contains at least 9 semester hours in written communications); a minimum of 3 college years of credit toward a degree with the professional requirement of at least one four week English workshop. Such workshop may be a college sponsored workshop or an area school sponsored workshop supported by a group of boards of education. The latter must have the prior approval of the state superintendent. Experiences in the fields of journalism, writing and teaching at any level may be considered and evaluated in lieu of the workshop. A request for this license must be made in writing by the district administrator. If theme graders or correctors are assigned to the holding of personal conferences such as with pupils concerning themes, they must hold teachers licenses.

(b) *Supervisors of study halls.* Any elementary teacher holding a valid Wisconsin teacher's license who has had at least 3 years of successful teaching experience may be assigned as study hall supervisor. A study hall supervisor's license may be issued to a person having completed at least 3 years of college who has had at least 4 years of successful experience in organized work in the supervision of youth activities.

(c) An assistant monitors license may be issued for "before school, noon hour and after school" monitoring of playground activities and

then only in case a fully qualified teacher is actively and personally in charge and present. Such a license may be issued to a person with 3 years of experience in the supervision of youth activities or to persons who have completed 3 years of college education and who are at least 20 years of age.

(d) The items listed (PI 3.03 (6) (a), (b) and (c)) shall not be considered as precluding unlisted positions for which school boards and administrators may request legal certification. The state superintendent hereby establishes the right to consider "unlisted" requests as new instructional procedure and ideas are developed. Proposals for experimental procedures shall be documented as to purpose, proposed procedures and evaluative criteria.

(7) LICENSE BASED UPON EXPERIENCE. A 2 year license may be granted to a person who presents evidence of full accreditation under section PI 3.03 excepting practice teaching providing evidence is presented proving eligibility for acceptance into practice teaching in the college of preparation and proof of 5 or more years of successful teaching experience at the level of preparation. A 3 year renewal license may then be issued upon proof of 2 years of successful teaching experience. Eligibility for a life certificate for such people is established at the end of 5 years of successful teaching experience in Wisconsin holding the two and three year licenses.

(8) REFRESHER WORK. Teachers who fully meet the current requirements, both academic and professional, but who have not been regularly employed within the teaching profession within the past 5 years, must present evidence of a minimum of 6 semester hours of refresher work in methods and/or academic subjects. Extensive substitute teaching done during the period of non-regular teaching employment will be evaluated if done while holding a valid license.

(9) SUBSTITUTE TEACHERS. Term certificates allowing persons to serve as substitute teachers in the public schools may be issued to applicants who have held a regular Wisconsin credential which has expired or the equivalent credential issued in another state.

**History:** 1-2-56; am. (1), (2), (3); cr. (4) and (5), Register, November, 1958, No. 35, eff. 12-1-58; am. intro. par., (1), (2), (2) (a), (3), (3) (a), (3) (a) 1, (3) (a) 2, (3) (a) 3; cr. (3) (a) 4 and (3) (a) 5; am. (3) (b) and (3) (c); renum. (3) (d) to be (3) (f); cr. (3) (d) and (3) (e); am. (4), (4) (a), (b); r. (4) (c); renum. (4) (d) to be (4) (c); am. (5), Register, September, 1960, No. 57, eff. 10-1-60; am. intro. par.; cr. (3) (a) 6; renum. (3) (e) to be (3) (g); renum. (3) (f) to be (3) (h); cr. (3) (e); (6), (7), (8), Register, June, 1962, No. 78, eff. 7-1-62; renum. (4) (b) and (c) to be (4) (c) and (4) (d) and cr. (4) (b), Register, August, 1964, No. 104, eff. 9-1-64; rn. (3) (a) 4, 5, and 6. to be (3) (a) 6, 7, and 8.; cr. (3) (a) 4, and 5.; am. (6) (intro. par.); cr. (9), Register, September, 1966, No. 129, eff. 10-1-66; r. and recr. (4) (b), Register, April, 1968, No. 148, eff. 5-1-68.

**PI 3.04 Certificates. CERTIFICATES ARE TERM AND LIFE.** The term non-renewable certificate indicates the length of time the holder has to reach the next level of legal certification.

(1) Five-year non-renewable certificates may be issued to graduates of recognized 2 year elementary teacher courses at the expiration of the 2 year license described in section PI 3.03 (2). The issuance of the renewal certificate shall be based upon proof of success as reported by superintendents, supervisors and principals and upon proof of the applicant having secured at least 6 semester credits of college work toward the bachelor's degree acceptable to the state

superintendent. For any further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 2 year graduates of 1961.

(2) Since the graduate from a 2 year professional course in elementary education is allowed a total of 7 years to secure a degree in elementary education, the graduate of a 3 year course may have the same length of time after completing a 2 year course or the second year of a 3 year course. Term certificates will be issued upon graduation from the 3 year course in elementary education in accordance with the amount of time left within the above-mentioned period. For further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 3 year graduates of 1962.

(3) Life certificates may be granted to teachers who have earned bachelors' degrees or their equivalent and who are fully qualified graduates of a college or university accredited for teacher education under the following conditions.

(a) *Life certificates.* The unlimited or life certificate issued under date of July 1, 1962 or thereafter, for all types of certification, will be valid so long as the holder remains actively in the public school teaching profession. The credential shall become invalid if for 5 or more consecutive years the holder is not actively employed in a position in public education requiring the holding of a valid license. A person substituting for one-half of a school year shall be considered actively employed for that year. Such nullified credential may be renewed under regulations in force at the time of the application for renewal.

(b) *High school teachers.* They must hold a bachelor's degree and must have met the pattern of preparation approved by the state superintendent. Life certificates may be granted only in the major subject or subjects of preparation and such other subjects that have been taught successfully in Wisconsin public junior or senior high schools for at least three years and which were endorsed on a regular Wisconsin license during that period of time. At least 1 of the 3 years shall have been within the 3 year period prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(c) *Elementary teachers.* They must have met the pattern of preparation approved by the state superintendent and must be properly recommended graduates of a degree course or its equivalent in elementary education from a college or university accredited to offer a degree in the preparation of elementary teachers. Each applicant for a life certificate in elementary teaching must have held a regular license or licenses to teach in Wisconsin elementary schools and must have taught successfully under such license or licenses for at least 3 years in Wisconsin public elementary schools. At least 1 of the 3 years shall have been within the 3 year period immediately prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(d) *Special field teachers as described in PI 3.03 (4).* To secure a life certificate in a special field a teacher must hold a degree from an accredited college or university and must have secured an acceptable major or master's degree in that special field. The applicant must

after September 1, 1968, will, upon application, be certified as provisional school counselors upon evidence of successful experience in school counseling. Holders of school counselor—grade A certificates expiring after September 1, 1968, will, upon application, be issued the professional school counselor certificate upon evidence of successful experience in school counseling. Persons born before July 1, 1913, may indefinitely renew certification as provided under standards in force in 1967.

(a) *Provisional school counselor.* 1. General requirements are a bachelor's degree, a current Wisconsin teaching certificate or eligibility to hold such certificate, and a minimum of 2 years of successful teaching experience. Proof of successful teaching shall be furnished as requested by the state superintendent.

a. The state superintendent may approve experimental programs based on completion of a master's degree in guidance and counseling and including completion of a full-time one year public elementary or secondary school counseling internship. The state superintendent, at his discretion, may waive the teacher certification and 2 year teaching experience requirements in the approval of such experimental programs.

2. Educational requirements are a minimum of 18 semester hours of graduate work in education and guidance covering all competency areas as follows:

a. Understanding of the psycho-social foundations of individual and group behavior, including the structure of personality, human development, and the teaching-learning process.

b. Understanding of the philosophy, purposes, and structure of the total school enterprise, with special reference to the goals and services involved in guidance, pupil personnel, and curricular programs.

c. Ability to develop staff relationships which will implement guidance services effectively.

d. Understanding of an ability to engage in individual counseling processes and relationships. Must include practicum experience.

e. Understanding of and ability to engage in small group processes and relationships.

f. Knowledge of individual career development and of the social, educational, and vocational milieu, and the ability to use this knowledge effectively in the school guidance program.

3. Undergraduate credit may be used to satisfy not more than 2 of the competency requirements, but shall not decrease the minimum graduate requirement.

4. This certificate may be issued for 5 years and may not be renewed.

(b) *Professional school counselor certificate.* 1. General requirements are 30 semester hours of graduate level credit appropriate to public school counseling and guidance or a master's degree in counseling and guidance, possession of, or eligibility for, a current Wisconsin provisional school counselor certificate, a minimum of 2 years of successful experience as a school counselor in an assigned position of at least half time, and a minimum of one year of accumulated work experience after high school graduation in fields other than education.

2. All competency requirements listed for provisional school coun-

selor certification and all of the following shall be included in the master's degree program or the 30 semester hour substitute:

- a. Ability to organize and administer guidance services effectively.
- b. Knowledge of other pupil personnel and community resources.
- c. Ability to analyze and synthesize data pertinent to both individual and group behavior.
- d. Ability to interpret relevant pupil personnel research and to perform action research to improve school practices.

3. This certificate may be issued for 5 years and may be renewed upon evidence of successful experience as a school counselor.

(c) *Professional school counselor life certificate*. Requirements:

1. Possession of the professional school counselor certificate.
2. Completion of an additional 18 semester hours of graduate credit arranged in a logical program of specialization in counseling and guidance. This program must have prior approval of the state superintendent or be completed in a university having a department of public instruction approved program leading to professional school counselor life certification.

This certificate is granted on an unlimited basis.

(12) **SCHOOL PHYSICAL THERAPIST.** (a) A registered physical therapist may serve in a school situation if certified by the proper certifying agency.

(b) Certification as a school physical therapist is available, but will not be required.

(c) The school physical therapist must hold proper certification as a physical therapist and must have 18 semester credits in professional education or its equivalent as approved by the state superintendent.

(13) **SCHOOL OCCUPATIONAL THERAPIST.** (a) A registered occupational therapist may serve in a school situation if certified by the proper certifying agency.

(b) Certification as a school occupational therapist is available but will not be required.

(c) The school occupational therapist must hold proper certification as an occupational therapist and must have 18 semester credits of professional education or its equivalent as approved by the state superintendent.

(14) **VALIDITY OF LIFE CERTIFICATES.** All life certificates obtained under PI 3.20 (1), (2), (3), (4), (5) and (6) will be valid only so long as the holder remains actively employed in a public school professional position for which his license entitles him to employment. The credential shall become invalid if for 5 or more consecutive years the holder is not actively employed in a position in public education requiring the holding of a valid Wisconsin license. Such nullified credential may be renewed under regulations in force at the time of the application for renewal.

**History:** 1-2-56; am. (2) and (3); cr. (5) and (6), Register, November, 1958, No. 35, eff. 12-1-58; cr. (7), Register, April, 1959, No. 40, eff. 5-1-59; am. (1) (a), (2) (f), (3) (i), (6) (a), (6) (b), (6) (c), (6) (d) 2; cr. (6) (d) 6; (8) and (9), Register, September, 1960, No. 57, eff. 10-1-60; cr. (2) (g); (3) (j); am. (6) (a); (7); Register, June, 1962, No. 78, eff. 7-1-62; am. (6) (a); am. (6) (d) 2; am. (8) (a) 1; am. (8) (b) 1; renum. (9) to be (11); cr. (9) and (10), Register, August, 1964, No. 104, eff. 9-1-64; r. cr. (2) and (3); rn. (4), (5), (6), (7), (8), (9), (10) and (11) to be (5), (6), (7), (8), (11), (12), (13) and (14); cr. (4), (9) and (10), Register, September, 1966, No. 123, eff. 10-1-66; r. and recr. (11), Register, January, 1968, No. 145, eff. 2-1-68.

Register, January, 1968, No. 145

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sonnel relations, property management and food service management. Equivalent courses to be determined by the state superintendent or a bachelor's degree in accounting, economics or business administration granted by a college or university approved by the state superintendent of public instruction. A minimum of 18 semester credits of professional education chosen from such courses as history or philosophy of education, educational psychology, guidance, measurements, curriculum, trends in education, school administration, school law, school business administration and school plant planning. Equivalent courses to be determined by the state superintendent.

b. School business administrators who have been officially designated as such and who have served for 5 years in this capacity as of July 1, 1964 may apply for and receive 5 year certificates.

(5) CONVERSION TO ELEMENTARY TEACHING. Conversion to teaching in grades 4 through 8 by qualified high school teachers requires either the completion of the plan for such conversion as established by a college of the applicant's choice or the completion of the following courses:

	Semester Credits
Child growth and development -----	3
Elementary curriculum -----	3
Teaching of reading techniques -----	3
Teaching of arithmetic techniques -----	2
Teaching of language arts techniques -----	2
Practice teaching on elementary level -----	4
Art -----	2
Music -----	2
Mathematics (2 semester credits arithmetic) -----	2
Social science (3 semester credits in American history, 3 semester credits in general geography which may include conservation) -----	6
Conservation -----	2
Science -----	6

Subjects and fields covered previously in college need not be repeated. Conversion to kindergarten and primary teaching by high school teachers is not encouraged and will require more extensive preparation.

(6) CONVERSION TO SECONDARY TEACHING. Conversion to secondary teaching by qualified elementary teachers requires either the successful completion of the following courses or a plan set up by the college of the applicant's choice.

	Semester Credits
Adolescent psychology -----	3
Methods in major field or subject -----	2 or 3
Establishment of 1 major and 1 minor or 2 majors (Practice teaching at the secondary level is recommended)	

Subjects and fields covered previously in college need not be repeated.

(7) LICENSES AND TERM CERTIFICATES. All licenses and term certificates shall be issued for school years or less and the expiration date shall be of June 30 of the designated year.

(8) **REVOCAION OF LICENSES.** Section 40.43 (5), Wis. Stats., provides the grounds for revocation of teaching licenses.

(a) The state superintendent may revoke licenses of or deny licenses to persons whose teaching licenses have been revoked by some other state department of public instruction for inefficiency or immorality.

(b) The state superintendent will not review the case of a person whose license has been revoked in another state for inefficiency or immorality until such person has been officially reinstated in the state where the revocation took place.

**History:** 1-2-56; am. (7); r. & recr. (8); renum. (9) to be (11) and (10) to be (12); cr. (9) and (10), Register, July, 1958, No. 31, eff. 8-1-58; r. (1), (2), (3), (4), (5) and (6); renum. (7) and (8) to be (1) and (2); renum. (9) to be (3); am. (3) intro. par.; cr. (3) (d) and (3) (e); renum. (10) intro. par. to be (4) and am.; am. (4) (a), intro. par.; cr. (4) (e), (f), (g) and (h); renum. (11) to be (5) and am.; renum. (12) to be (7); cr. (6), Register, November, 1958, No. 35, eff. 12-1-58; am. (1), (2) (c), (3) (a), (3) (a) 2, (3) (a) 3, (3) (b), (3) (d), (4), (4) (a) 1; r. (4) (a) 2; am. and renum. (4) (a) 3 to be (4) (a) 2; am. (4) (b) 1, (4) (c) 1, (4) (d), (4) (e), (4) (h), (5), (6), Register, September, 1960, No. 57, eff. 10-1-60; am. (1); (2) (a), (b), and (c); (4) intro. par.; (4) (a) 4; (4) (b) 2; (4) (c) 2; (4) (d) 2; (4) (f); cr. (8), Register, June, 1962, No. 78, eff. 7-1-62; r. (2) (b); am. (1); renum. (2) (a) to be (2) (b); cr. (2) (a); am. (2) (c); cr. (2) (d); am. (3) (a) intro. par.; am. (4) (a) intro. par.; am. (4) (b) intro. par.; am. (4) (c) intro. par.; am. (4) (d), intro. par.; cr. (4) (i), Register, August, 1964, No. 104, eff. 9-1-64; r. cr. (3), Register, September, 1966, No. 129, eff. 10-1-66; am. (1), Register, May, 1968, No. 149, eff. 6-1-68.

**PI 3.20 Specialized areas.** (1) **SCHOOL SOCIAL WORKER.** (a) *Junior school social worker.* Eighteen semester hours of professional education or its equivalent is basic. One year satisfactorily completed in an approved school of social work at the graduate level is required. The state superintendent may issue temporary certification to applicants with deficiencies either in social work or education. Such deficiencies must be removed at the minimum rate of 6 semester hours per year. There shall be no life certificate at the junior school social worker level. All persons who qualify as junior school social workers after June 30, 1964 must reach senior school social worker status before any form of renewal license may be given.

(b) *Senior school social worker.* Eighteen semester hours of professional education or its equivalent. A master's degree in social work taken in an approved school of social work. A minimum of 3 years experience in a recognized social agency working with children and youth or performance of the work of a school social worker for 3 years. Credits obtained in the social work course that the school's department of education will accept as equivalent to professional education will be accepted toward a license to teach in pars. (a) and (b). The state superintendent may also determine equivalency.

(2) **PROVISIONAL SCHOOL PSYCHOLOGIST.**

(a) Eighteen semester credits of professional education or its equivalent.

(b) Thirty to 36 semester hours of graduate credit in professional education and psychology is required for the provisional licensure towards a level I school psychologist's certificate.

#### Area Requirements

Area A—Psychological Foundations—12 semester credits required

\*Child or adolescent psychology

\*Psychology of learning

\*Educational statistics

requiring the holding of a valid Wisconsin license. Such nullified credential may be renewed under regulations in force at the time of the application for renewal.

**History:** 1-2-56; am. (2) and (3); cr. (5) and (6), Register, November, 1958, No. 35, eff. 12-1-58; cr. (7), Register, April, 1959, No. 40, eff. 5-1-59; am. (1) (a), (2) (f), (3) (i), (6) (a), (6) (b), (6) (c), (6) (d) 2; cr. (6) (d) 6; (8) and (9), Register, September, 1960, No. 57, eff. 10-1-60; cr. (2) (g); (3) (j); am. (6) (a); (7); Register, June, 1962, No. 78, eff. 7-1-62; am. (6) (a); am. (6) (d) 2; am. (8) (a) 1; am. (8) (b) 1; renum. (9) to be (11); cr. (9) and (10), Register, August, 1964, No. 104, eff. 9-1-64; r. cr. (2) and (3); rn. (4), (5), (6), (7), (8), (9), (10) and (11) to be (5), (6), (7), (8), (11), (12), (13) and (14); cr. (4), (9) and (10), Register, September, 1966, No. 129, eff. 10-1-66; r. and recr. (11), Register, January, 1968, No. 145, eff. 2-1-68; renum. (14) to be (15); cr. (14), Register, April, 1969, No. 160, eff. 5-1-69.

geography. Social geography will include all geography excepting physical geography. As of January 1, 1964, the broad field social studies major must consist of at least 54 semester college credits with at least 22 semester credits in history and at least one full year course in sociology, economics, political science and social geography.

(d) A license covering the broad field of music education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of music exclusive of methods. The pattern shall be approved by the state superintendent.

(e) A license covering the broad field of art education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of art exclusive of methods. The pattern of this major must be approved by the state superintendent.

(g) Speech shall be considered an academic subject.

1. High school teachers of speech shall hold a minimum of an approved college minor in speech preparation. Speech certification shall become mandatory for all classroom teachers of speech with the school year 1962-63. Persons with at least 12 years of experience as teachers of speech prior to July 1, 1962 may be licensed without meeting the above requirement. Persons with from 8 to 11 years of experience as teachers of speech prior to July 1, 1962 may be licensed by completing 6 semester hours of college speech training. A course in speech fundamentals is required.

2. Extra-curricular speech activities. Certification for coaching or directing extra-curricular speech activities will be recommended but not required. Colleges are urged to establish suitable patterns of preparation for coaching or directing extra-curricular speech activities. Such patterns should be established as minors and should be guides to employing officers.

(h) High school teachers must have at least 18 semester credits in professional education. These credits shall be in the fields of educational psychology or psychology of learning, methods to include some in the major subject, and at least 5 in student teaching. The remaining credits are elective in the field of professional education.

(4) SPECIAL SUBJECT FIELDS OF TEACHING. Three-year licenses will be granted to recommended degree-holding graduates of accredited degree-granting colleges or universities for those special subjects for which they are fully prepared in accordance with the prescribed regulations. The special subject fields are industrial arts, home economics, business education, agriculture, music, art and physical education.

(a) A major in a special subject shall consist of a minimum of 34 semester credits. The pattern in a special subject field may not be broad enough to cover the entire field. A license restricted to specific subjects within the field may then be issued.

(b) Three year licenses will be issued as follows:

1. Business and office—vocational.
2. Trades and industry—vocational.
3. Distributive education—vocational.

Current standards of certification will apply to the above licensing plus appropriate occupational (work) experience required of the licensee.

Unlimited (life) certification is not issued for teaching in the areas listed in this section. A 5-year renewable certificate may be granted

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upon completion of 3 years of successful teaching of vocational subjects in Wisconsin public junior or senior high schools, during which time said subject(s) were endorsed on a 3-year Wisconsin license. At least one of the 3 years shall have been within the 3-year period immediately prior to the application for the 5-year certificate. Proof of successful teaching shall be furnished as requested by the state superintendent.

(c) A minor in a special subject field shall consist of a minimum of 22 semester credits exclusive of methods. Licenses for minors in special subject fields may be restricted to certain grade levels or to certain subjects within the field.

(d) The professional sequence shall include the areas of educational psychology, child growth and development, curriculum, methods and student teaching. Preparation for 12 grade teaching must include student teaching at a minimum of 2 grade levels.

(5) REMEDIAL READING. A Wisconsin teacher's license based upon a degree is required. In addition 12 special semester credits must be obtained. Courses in remedial reading and in a remedial reading clinic are required. The remaining credits may be chosen from adolescent literature, children's literature, techniques of improving developmental reading and techniques of teaching the mentally handicapped. Three years of teaching experience are a prerequisite to obtaining this license.

(6) NON-PROFESSIONAL FIELDS OF SERVICE. Under section 115.29 (3), Wis. Stats., certification will not be required of people assisting teachers in the broad instructional program except where certification classifications of non-professional school employees have been established.

(a) *Handicapped children's aide.* A handicapped children's aide license may be issued to a person serving as a teacher's aide or paraprofessional assigned to a special education program or service supported by the handicapped children's services division. Role and function will be determined by the professional educator whom the handicapped children's aide assists and may encompass clerical, house-keeping, supervisory or instructional assistance depending upon the competency, background and training of the specific teacher aide or paraprofessional. Such a license may be issued to a person with 3 years of experience in the supervision of structured youth activities, or to persons who have completed 3 years of college education, or a reasonable combination of these criteria, and who are at least 20 years of age.

(7) LICENSE BASED UPON EXPERIENCE. A 2 year license may be granted to a person who presents evidence of full accreditation under section PI-3.03 excepting practice teaching providing evidence is presented proving eligibility for acceptance into practice teaching in the college of preparation and proof of 5 or more years of successful teaching experience at the level of preparation. A 3 year renewal license may then be issued upon proof of 2 years of successful teaching experience. Eligibility for a life certificate for such people is established at the end of 5 years of successful teaching experience in Wisconsin holding the two and three year licenses.

(8) **REFRESHER WORK.** Teachers who fully meet the current requirements, both academic and professional, but who have not been regularly employed within the teaching profession within the past 5 years, must present evidence of a minimum of 6 semester hours of refresher work in methods and/or academic subjects. Extensive substitute teaching done during the period of non-regular teaching employment will be evaluated if done while holding a valid license.

(9) **SUBSTITUTE TEACHERS.** Term certificates allowing persons to serve as substitute teachers in the public schools may be issued to applicants who have held a regular Wisconsin credential which has expired or the equivalent credential issued in another state.

**History:** 1-2-56; am. (1), (2), (3); cr. (4) and (5), Register, November, 1958, No. 35, eff. 12-1-58; am. intro. par., (1), (2), (2) (a), (3), (3) (a), (3) (a) 1, (3) (a) 2, (3) (a) 3; cr. (3) (a) 4 and (3) (a) 5; am. (5) (b) and (3) (c); renum. (3) (d) to be (3) (f); cr. (3) (d) and (3) (e); am. (4), (4) (a), (b); r. (4) (c); renum. (4) (d) to be (4) (c); am. (5), Register, September, 1960, No. 57, eff. 10-1-60; am. intro. par.; cr. (3) (a) 6; renum. (3) (e) to be (3) (g); renum. (3) (f) to be (3) (h); cr. (3) (e), (6), (7), (8), Register, June, 1962, No. 78, eff. 7-1-62; renum. (4) (b) and (c) to be (4) (c) and (4) (d) and cr. (4) (b), Register, August, 1964, No. 104, eff. 9-1-64; rn. (3) (a) 4, 5, and 6, to be (3) (a) 6, 7, and 8; cr. (3) (a) 4, and 5; am. (6) (intro. par.); cr. (9), Register, September, 1966, No. 129, eff. 10-1-66; r. and recr. (4) (b), Register, April, 1968, No. 148, eff. 5-1-68; r. and recr. (6), Register, March, 1969, No. 159, eff. 4-1-69.

**PI 3.04 Certificates. CERTIFICATES ARE TERM AND LIFE.** The term non-renewable certificate indicates the length of time the holder has to reach the next level of legal certification.

(1) Five-year non-renewable certificates may be issued to graduates of recognized 2 year elementary teacher courses at the expiration of the 2 year license described in section PI 3.03 (2). The issuance of the renewal certificate shall be based upon proof of success as reported by superintendents, supervisors and principals and upon proof of the applicant having secured at least 6 semester credits of college work toward the bachelor's degree acceptable to the state superintendent. For any further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 2 year graduates of 1961.

(2) Since the graduate from a 2 year professional course in elementary education is allowed a total of 7 years to secure a degree in elementary education, the graduate of a 3 year course may have the same length of time after completing a 2 year course or the second year of a 3 year course. Term certificates will be issued upon graduation from the 3 year course in elementary education in accordance with the amount of time left within the above-mentioned period. For further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 3 year graduates of 1962.

(3) Life certificates may be granted to teachers who have earned bachelors' degrees or their equivalent and who are fully qualified graduates of a college or university accredited for teacher education under the following conditions.

(a) *Life certificates.* The unlimited or life certificate issued under date of July 1, 1962 or thereafter, for all types of certification, will be valid so long as the holder remains actively in the public school teaching profession. The credential shall become invalid if for 5 or

more consecutive years the holder is not actively employed in a position in public education requiring the holding of a valid license. A person substituting for one-half of a school year shall be considered actively employed for that year. Such nullified credential may be renewed under regulations in force at the time of the application for renewal.

(b) *High school teachers.* They must hold a bachelor's degree and must have met the pattern of preparation approved by the state superintendent. Life certificates may be granted only in the major subject or subjects of preparation and such other subjects that have been taught successfully in Wisconsin public junior or senior high schools for at least three years and which were endorsed on a regular Wisconsin license during that period of time. At least 1 of the 3 years shall have been within the 3 year period prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(c) *Elementary teachers.* They must have met the pattern of preparation approved by the state superintendent and must be properly recommended graduates of a degree course or its equivalent in elementary education from a college or university accredited to offer a degree in the preparation of elementary teachers. Each applicant for a life certificate in elementary teaching must have held a regular license or licenses to teach in Wisconsin elementary schools and must have taught successfully under such license or licenses for at least 3 years in Wisconsin public elementary schools. At least 1 of the 3 years shall have been within the 3 year period immediately prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(d) *Special field teachers as described in PI 3.03 (4).* To secure a life certificate in a special field a teacher must hold a degree from an accredited college or university and must have secured an acceptable major or master's degree in that special field. The applicant must

have taught successfully in the special field while holding a regular Wisconsin license or licenses for at least 3 years. Such teaching must have been done in Wisconsin public schools.

**Note:** Life certificates may be issued to holders of minors in elementary school music teaching.

**History:** 1-2-56; am. (1); renum. (2) to be (3) and am.; cr. (2), Register, November, 1958, No. 35, eff. 12-1-58; am. (3); renum. (a), (b) and (c) to be (b) (c) and (d); cr. (3) (a); am. (3) (b), (3) (c) and (3) (d), Register, September, 1960, No. 57, eff. 10-1-60; am. intro.-par.; Register, June, 1962, No. 78, eff. 7-1-62.

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Supervision and curriculum courses covering both the elementary and secondary fields will be accepted.

3. The original license for supervisor or coordinator shall be for 3 years. This license may be renewed upon satisfactory proof of successful work as supervisor or coordinator. A life certificate may be issued by the state superintendent to those successfully completing 2 post-master's degree courses in education of at least 2 credits each and by producing evidence of successful work as supervisor or coordinator for 3 or more years in Wisconsin public schools while holding a supervisor's or coordinator's license. This credential shall become invalid if for 5 or more consecutive years the holder is not actively employed as a supervisor or coordinator or director of instruction in public schools requiring the holding of a valid supervisor's license. Such nullified credentials may be renewed under regulations in force at the time of the application for renewal.

(b) To secure a special education supervisor's, coordinator's, or director's license, a person must meet the qualifications in sub. (a) 1 and must also hold an undergraduate, or master's degree, or certification in one area of exceptionality. In addition, a person must have completed a minimum core of 6 graduate credits in the area of supervision and administration of special education programs; field work or internship in the supervision and administration of special education; and/or seminar in the supervision and administration of special education programs. The state superintendent may also substitute equivalency credit upon the submission of evidence attesting to competence in this area.

1. The original license for a level B special education supervisor, coordinator, or director shall be for 3 years and shall be issued upon the recommendation of competence by a recognized training institution. This license may be renewed upon satisfactory proof of successful work as a supervisor, coordinator, or director in special education. A life license as a Level B special education supervisor, coordinator, or director may be issued by the state superintendent to those

successfully completing 2 post-master's degree courses in special education of at least 2 credits each and by submission of evidence of successful work as a special education supervisor, coordinator, or director of 3 or more years in Wisconsin public schools while holding the appropriate Level B license.

2. A Level A special education supervisor's, coordinator's, or director's license shall be for 3 years and shall be issued upon the recommendation of competence by a recognized training institution to individuals attaining a Sixth Year Specialist's Degree, or its equivalent of one year's graduate work in special education beyond the master's degree. A minimum of 18 hours of post-master's level work in the broad areas of exceptionality shall be construed as meeting this requirement. A minimum of 12 hours of this graduate work shall be in areas other than the original area of specialization in special education. A life license as a Level A special education supervisor, coordinator, or director may be issued by the State Superintendent to those submitting evidence of successful work in this area for 3 or more years in Wisconsin public schools while holding the appropriate Level A license.

3. Individuals accepting new positions as supervisors, coordinators, or directors of special education after the school year 1965-66 and thereafter must possess the proper certification. Those continuing in the position held in 1965-66 will be given until September 1, 1967, to qualify and will be issued provisional one-year licenses to act in this capacity.

(c) General and special education supervisors, curriculum coordinators, and others classed as supervisors within the state department of public instruction, whose regular duties take them into public schools to work with teachers, administrators, or school boards may secure licenses as supervisors if qualified under PI 3.10 (3) (a) (b). They may become eligible for the life certificate as supervisor as in PI 3.10 (3) (a) (b) or by serving successfully for 3 years as a supervisor within the state department of public instruction.

(4) SCHOOL ADMINISTRATORS. An administrator under this rule is a person employed by a public school board of education as an assistant principal or principal of a school or as an assistant superintendent or superintendent of any district or city school system. The original administrator's certificate shall be issued for a 3 year term if the applicant meets the minimum requirements. If there are minor temporary deficiencies, one year administrative licenses may be issued which will be renewable if at least one of the course deficiencies is removed annually. After the minimum requirements are met, a regular 3 year certificate may be issued. After 3 years of successful administrative experience in Wisconsin public schools, while fully licensed, the life certificate may be granted to any administrator who holds the master's degree with the proper distribution of courses as indicated and who also has successfully completed a minimum of 2 courses of at least 2 graduate credits each at the post-master's level in subjects related to school administration, supervision or curriculum. This credential shall become invalid if for 5 or more consecutive years the holder is not actually employed as an administrator in Wisconsin public schools. To obtain a license to act as a school administrator, the applicant must be at least 24 years of age and must be a citizen of the United States. Administrators who have acquired tenure as

principals in populous counties pursuant to section 40.42, Wis. Stats., need not qualify under this rule. All administrators included under subsections PI 3.10 (4) (a), (b), (c) and (d) must hold the proper license for an administrator. Such license shall become invalid when the holder no longer holds a valid Wisconsin teacher's credential. The months and years of employment as an active administrator licensed in Wisconsin as such may be counted, for renewal licensing purposes, as both teaching and administration time. Note that the master's degree for administrators may be in any field but that the prescribed pattern of graduate courses in education must be taken. All references in subsections (4) (a), (4) (b) and (4) (c) to elementary or secondary supervision or curriculum shall be considered as having been met if courses covering grades 1-12 have been taken.

(a) *Elementary school principal.* A principal of any public elementary school must hold or be eligible to hold a general license to teach at the elementary level in Wisconsin. A principal of any public elementary school housing or employing 6 or more teachers must hold an elementary administrator's license.

1. A principal of a public elementary school with 6-10 teachers shall have at least a bachelor's degree plus credits in a graduate course in school administration and must have had at least 2 years of public elementary school teaching experience. Principals of 6-10 teacher schools may have until September 1964 to fully qualify.

2. A principal of a public elementary school with 11 or more teachers must hold a master's degree including at least 16 semester hours of credit in graduate work in education. A course in school administration and one in elementary supervision are required. The remaining courses may be selected from the following fields: elementary school curriculum; problems, issues or trends in elementary education; child psychology; measurements; and guidance. A principal must have had at least 3 years of public elementary school teaching experience, one of which may have been as principal.

4. An assistant principal must meet the same requirements as the principal within 2 years after being officially named to such position by the board of education. The license issued to an assistant or vice principal will read assistant principal as of the issuance of licenses for the school year 1962-63. A life certificate to act as assistant principal may be received after serving 3 years in such capacity, fully qualified, licensed, and having gained the necessary post-masters courses.

(b) *Junior high school principal.* A principal of any public junior high school must hold or be eligible to hold a Wisconsin license to teach in the upper elementary grades or in secondary schools and must have had at least three years of public school teaching experience at either the elementary or secondary level.

1. The principal must hold a master's degree with graduate credit in courses in school administration and supervision and in addition at least three of the following fields: curriculum; problems, issues or trends in elementary or secondary education; educational measurements; adolescent psychology; and guidance.

2. An assistant principal must meet the same requirements as the principal within 2 years after being officially named to such position by the board of education. The license issued to an assistant or vice principal will read assistant principal as of the issuance of licenses

for the school year 1962-63. A life certificate to act as assistant principal may be received after serving 3 years in such capacity, fully qualified, licensed, and having gained the necessary post-masters courses.

(c) *High school principal.* A principal of any public high school must hold or be eligible to hold a Wisconsin license to teach at the secondary school level and must have had at least 3 years of public school teaching experience at that level.

1. The principal must hold a master's degree with graduate credit in courses in school administration and supervision at the secondary level and in addition at least three of the following areas: secondary school curriculum; problems, issues or trends in education; measurements; adolescent psychology; guidance; school finance; and school law.

2. An assistant principal must meet the same requirements as the principal within 2 years after being officially named to such position by the board of education. The license issued to an assistant or vice principal will read assistant principal as of the issuance of licenses for the school year 1962-63. A life certificate to act as assistant principal may be received after serving 3 years in such capacity, fully qualified, licensed, and having gained the necessary post-masters courses.

(d) *Superintendents.* (City and area superintendents and/or supervising principal of K-12 or 1-12 grades.) Such administrator must hold or be eligible to hold a Wisconsin license to teach at either the elementary or secondary level and must have had at least 3 years of public school teaching experience.

1. He must hold a master's degree with graduate credit in courses in school administration, supervision and school business administration and in at least 3 of the following areas: curriculum; problems, issues or trends in education; measurements; psychology; guidance; school finance; and school law. He must have successfully completed at least one course in supervision and one in curriculum at the secondary level if he were licensed only as an elementary school teacher or at the elementary school level if he were licensed only as a secondary school teacher. (Two years' time may be given to meet this last provision.) Supervision courses covering both the elementary and secondary fields will be accepted.

2. An assistant superintendent must meet the same requirements as the superintendent within 2 years after being officially named to such position by the board of education. The license issued to an assistant superintendent will read assistant superintendent as of the issuance of licenses for the school year 1962-63. A life certificate to act as assistant superintendent may be received after serving 3 years in such capacity, fully qualified, licensed, and having gained the necessary post-masters courses.

(e) *County superintendents.* A county superintendent may secure a license as principal, superintendent or supervisor if fully qualified under PI 3.10 (4) (a), (b), (c) or (d). He may become eligible for the life certificate as principal, superintendent or supervisor under the same conditions as in PI 3.10 (4) after holding a principal's, superintendent's or supervisor's license for 3 years while successfully acting as a county superintendent in Wisconsin. Persons who held county

superintendencies on June 30, 1959 and who had at that time completed 15 years as county superintendents or whose county superintendency years combined with district school principalships or superintendency or supervision equalled at least 15 years on June 30, 1959 may secure life certificates in their administrative or supervisory field of preparation or experience if they have gained or do gain a minimum of 8 graduate semester hours in the general fields of school administration or supervision. Elementary administration only in schools that had 6 or more teachers may be included.

(f) *Assistant principal, principal or superintendent of the state school for the visually handicapped and the state school for the deaf.* An assistant principal, principal or superintendent of the state school for the visually handicapped and the state school for the deaf may secure a license as assistant principal, principal or superintendent if fully qualified under subsection PI 3.10 (4) (a), (b), (c) or (d). He may become eligible for the life certificate as an assistant principal, principal or superintendent under the same conditions as in subsection PI 3.10 (4) or by serving successfully for 3 years as assistant principal, principal or superintendent of either of the schools named in this section.

(g) *State department superintendent, assistant superintendent, supervisors, coordinators or specialists.* The state superintendent of public instruction, all professional assistants to the state superintendent and all professional members listed as supervisors of instruction, coordinators or mental health specialists may secure licenses as principals or superintendents if fully qualified under PI 3.10 (4) (a), (b), (c) or (d). They may become eligible for the life certificate as a principal or superintendent under the same conditions as in PI 3.10 (4) or by having successfully performed their respective duties in the State Department of Public Instruction for 3 years.

(h) *President of county college.* A president of a county teachers college shall be considered an administrator under these rules and may be eligible to apply for an administrator's license as a principal or as a superintendent if fully qualified under PI 3.10 (4) (a), (b), (c) or (d). The years spent as the principal or president of a county teachers college shall count as years of public school administration. As of the school year 1963-64 the administrator's license shall be held as provided in section 41.41 of the Wis. Stats.

(i) *School business administrator.* 1. This classification shall apply to those who have been designated by the board of education and/or the superintendent to have general responsibility for the administration of the business affairs of the district. Qualified persons who are performing such duties may receive certification for the school year 1964-65 and thereafter. The certification will be a five year renewable certificate. This certification is not required.

2. To obtain a certificate as a school business administrator, the applicant must have had at least 3 years of experience in education or business and meet either of the following requirements:

a. The school business administrator shall have a Wisconsin superintendent's license or certificate or a Wisconsin teacher's license or certificate based upon a bachelor's degree with a minimum of 18 semester credits in courses such as accounting, auditing, taxation, management techniques, purchasing, school finance, investments, insurance, public relations, plant planning, budgeting, transportation, per-

sonnel relations, property management and food service management. Equivalent courses to be determined by the state superintendent or a bachelor's degree in accounting, economics or business administration granted by a college or university approved by the state superintendent of public instruction. A minimum of 18 semester credits of professional education chosen from such courses as history or philosophy of education, educational psychology, guidance, measurements, curriculum, trends in education, school administration, school law, school business administration and school plant planning. Equivalent courses to be determined by the state superintendent.

b. School business administrators who have been officially designated as such and who have served for 5 years in this capacity as of July 1, 1964 may apply for and receive 5 year certificates.

(5) CONVERSION TO ELEMENTARY TEACHING. Conversion to teaching in grades 4 through 8 by qualified high school teachers requires either the completion of the plan for such conversion as established by a college of the applicant's choice or the completion of the following courses:

	Semester Credits
Child growth and development -----	3
Elementary curriculum -----	3
Teaching of reading techniques -----	3
Teaching of arithmetic techniques -----	2
Teaching of language arts techniques -----	2
Practice teaching on elementary level -----	4
Art -----	2
Music -----	2
Mathematics (2 semester credits arithmetic) -----	2
Social science (3 semester credits in American history, 3 semester credits in general geography which may include conservation) -----	6
Conservation -----	2
Science -----	6

Subjects and fields covered previously in college need not be repeated. Conversion to kindergarten and primary teaching by high school teachers is not encouraged and will require more extensive preparation.

(6) CONVERSION TO SECONDARY TEACHING. Conversion to secondary teaching by qualified elementary teachers requires either the successful completion of the following courses or a plan set up by the college of the applicant's choice.

	Semester Credits
Adolescent psychology -----	3
Methods in major field or subject -----	2 or 3
Establishment of 1 major and 1 minor or 2 majors (Practice teaching at the secondary level is recommended)	

Subjects and fields covered previously in college need not be repeated.

(7) LICENSES AND TERM CERTIFICATES. All licenses and term certificates shall be issued for school years or less and the expiration date shall be of June 30 of the designated year.

(8) REVOCATION OF LICENSES. Section 40.43 (5), Wis. Stats., provides the grounds for revocation of teaching licenses.

(a) The state superintendent may revoke licenses of or deny licenses to persons whose teaching licenses have been revoked by some other state department of public instruction for inefficiency or immorality.

(b) The state superintendent will not review the case of a person whose license has been revoked in another state for inefficiency or immorality until such person has been officially reinstated in the state where the revocation took place.

**History:** 1-2-56; am. (7); r. & recr. (8); renum. (9) to be (11) and (10) to be (12); cr. (9) and (10), Register, July, 1958, No. 31, eff. 8-1-58; r. (1), (2), (3), (4), (5) and (6); renum. (7) and (8) to be (1) and (2); renum. (9) to be (3); am. (3) intro. par.; cr. (3) (d) and (3) (e); renum. (10) intro. par. to be (4) and am.; am. (4) (a), intro. par.; cr. (4) (e), (f), (g) and (h); renum. (11) to be (5) and am.; renum. (12) to be (7); cr. (6), Register, November, 1958, No. 35, eff. 12-1-58; am. (1), (2) (c), (3) (a), (3) (a) 2, (3) (a) 3, (3) (b), (3) (d), (4), (4) (a) 1; r. (4) (a) 2; am. and renum. (4) (a) 3 to be (4) (a) 2; am. (4) (b) 1, (4) (c) 1, (4) (d), (4) (e), (4) (h), (5), (6), Register, September, 1960, No. 57, eff. 10-1-60; am. (1); (2) (a), (b), and (c); (4) intro. par.; (4) (a) 4; (4) (b) 2; (4) (c) 2; (4) (d) 2; (4) (f); cr. (8), Register, June, 1962, No. 78, eff. 7-1-62; r. (2) (b); am. (1); renum. (2) (a) to be (2) (b); cr. (2) (a); am. (2) (c); cr. (2) (d); am. (3) (a) intro. par.; am. (4) (a) intro. par.; am. (4) (b) intro. par.; am. (4) (c) intro. par.; am. (4) (d), intro. par.; cr. (4) (i), Register, August, 1964, No. 104, eff. 9-1-64; r. cr. (3), Register, September, 1966, No. 129, eff. 10-1-66; am. (1), Register, May, 1968, No. 149, eff. 6-1-68.

**PI 3.20 Specialized areas.** (1) SENIOR SCHOOL SOCIAL WORKER. A senior school social worker certificate may be issued to an individual who meets the requirements stipulated in paragraph (a), (b), or (c) of this section:

(a) A master's degree in social work from an approved school of social work with one year of field experience in an approved school-affiliated unit and 18 semester hours of education or its equivalent. In addition, the individual must be recommended as to competency by the university certifying officer.

(b) A master's degree in social work from an approved school of social work, 18 semester hours of education credit or its equivalent and one year of successful experience in a recognized social agency (dealing with children and youth).

(c) A master's degree in social work from an approved school of social work, and an undergraduate degree in education which would allow the individual to be eligible for Wisconsin teacher certification.

(d) Credits obtained in the social work course which the university's school of education will accept as equivalent to professional education credits will be accepted to a license in paragraphs (a) and (b).

(e) The state superintendent may also determine equivalency.

(2) PROVISIONAL SCHOOL PSYCHOLOGIST.

(a) Eighteen semester credits of professional education or its equivalent.

(b) Thirty to 36 semester hours of graduate credit in professional education and psychology is required for the provisional licensure towards a level I school psychologist's certificate.

#### Area Requirements

Area A—Psychological Foundations—12 semester credits required

\*Child or adolescent psychology

\*Psychology of learning

\*Educational statistics