

Instructional Faculty: Basic Skills - Part Time

(Chapter 3.05)

Full-time Basic Skills Instructional Faculty teach courses such as Adult Basic Education, Adult High School, Basic Skills, and GED. They are employed 49% or less by Northcentral Technical College.

* Level III: Corresponds to instruction from 9th grade through 12th grade.

Minimum Requirements for Certification:

*** Level III:**

1. Bachelor's degree with a minor or 20 semester credits in the academic area assigned.
2. One year (2,000 hours) of verified work experience in any field other than education.
3. No teaching experience is required.

PART TIME PROVISIONAL CERTIFICATION

- * Issued to individuals who meet the minimum requirements for certification, but not all of the requirements for Five-Year Certification.
- * Reissued to individuals who have completed the renewal requirements for Part Time Provisional Certification but have not met all of the requirements for Five-Year Certification.
- * Initial certification renewal cycle for new hires is **three** years.
- * Subsequent certification renewal cycles are **two** years.

Requirements for Renewal of Part Time Provisional Certification:

- * Work toward Five-Year Certification by completing **two credits** of the following required education courses until all courses have been completed. (Outstanding course requirements are based upon the individual's transcripts.)

#50 - Curriculum or Course Construction (2 credits)

#51 - Philosophy of VTAE (2 credits)

#52 - Teaching Methods (2 credits)

#53 - Educational Psychology (2 credits)

#54 - Educational Evaluation (2 credits)

#55 - Guidance and Counseling (2 credits)

#69 - Educational Diversity (2 credits)

Any outstanding courses in the subject area needed for the 30 credit major.

- * If two years of professional experience as a certified teacher is the only unmet requirement, the individual needs **two semester credits** to renew.

FIVE-YEAR CERTIFICATION

- * Issued to individuals who have completed all the requirements for a Five-Year Certificate.
- * Reissued to individuals who have completed the renewal requirements for Five-Year Certification.
- * Certification renewal cycles are five years.

Requirements for Initial Five-Year Certification:

*** Level III:**

1. Bachelor's degree with a major or 30 semester credits in the academic area assigned.
2. Completion of educational requirements #50 through #55 and #69.
3. Two years of verified teaching experience in a recognized educational system.

Requirements for Renewal of Five-Year Certification:

- * Six semester credits **--or--**
- * Two months (330 hours) of appropriate, verified work experience **--or--**
- * Six equivalent credits of professional activities identified in the District Professional Growth Plan.

Questions on certification should be directed to:
Northcentral Technical College
Mary Herzog
1000 W. Campus Drive
Wausau, WI 54401
715-675-3331, ext. 1301

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