



Preschool Certification Program Standards and Procedures

Purpose

The Bible states that the Holy Spirit has given certain gifts to individual Christians for the purpose of ministering to the saints. Among these gifts are the gifts of administration and teaching (*Romans 12:6–8; I Corinthians 12:5–11, 23–31; Ephesians 4:11–16*).

The Christian preschool, if it is to maintain a reputation for academic excellence, must employ the services of teachers and directors who are academically qualified to assume their teaching and administrative responsibilities. The proper professional training is a prerequisite to quality education.

Academic preparedness, as important as it is, does not take the place, nor can it be a substitute for, the spiritual requirements and responsibilities of Christian preschool teachers and directors. A balance of spiritual insight, dedication, and love, combined with the academic preparedness to meet the demands of the classroom, are essential ingredients for excellence in the Christian preschool.

The Tennessee Association of Christian Schools willingly and enthusiastically assists the local church and Christian preschool in evaluating the teaching credentials of teachers and directors. In order to help Christian preschools upgrade the academic credentials of those engaged in the teaching ministry, TACS offers four levels of teaching certificates and two levels of director certificates. Teacher certification is a voluntary program designed for teachers and directors who serve in the teaching ministry of a member TACS school.

Statement of Faith

We believe that the Bible, both the Old and New Testaments, was given by inspiration of God, and is inerrant and our only rule in matters of faith and practice. We believe in divine creation; that man was created by the direct act of God and in the image of God. We believe that Adam and Eve, in yielding to the temptation of Satan, became fallen creatures. We believe that all men are born in sin. We believe in the incarnation, the Virgin Birth, and the Deity of our Lord and Saviour, Jesus Christ. We believe in His vicarious and substitutionary Atonement for the sins of mankind by the shedding of His blood on the cross. We believe in the resurrection of His body from the tomb, His ascension to Heaven, and that He is personally coming again. We believe in His power to save men from sin. We believe in the necessity of the New Birth, and that this New Birth is through the regeneration by the Holy Spirit. We believe that salvation is by grace, through faith in the atoning blood of our Lord and Saviour, Jesus Christ.

We believe that this creed is a sufficient basis for Christian fellowship and that all born-again men and women who sincerely accept this creed should be separated from the world of apostasy and sin and should live together in peace, and that it is their Christian duty to promote harmony among the members of the Body of Christ, and also work together to get the Gospel to as many people as possible in the shortest time possible.

Teaching Certificates

- Level 1:** **Early Childhood Preschool Teaching Certificate** is issued to persons who hold a Baccalaureate Degree in Early Childhood Education or Elementary Education. It is a three-year certificate issued to preschool teachers who, through college preparation, have met the minimal requirements established by the Tennessee Association of Christian Schools. The Early Childhood Preschool Teaching Certificate is renewable every three years upon the completion of 42 training hours. (See **Training Hours Guidelines on page two**.)
- Level 2:** **Temporary Early Childhood Preschool Teaching Certificate** is issued to persons who hold an Associate's Degree or its equivalent. It is a one-year certificate issued to preschool teachers who are in the process of completing a Baccalaureate Degree in Early Childhood Education or Elementary Education. The Temporary Early Childhood Preschool Teaching Certificate can be renewed yearly provided the holder earns three semester hours applicable toward an Early Childhood Preschool Teaching Certificate before applying for renewal.
- Level 3:** **Provisional Preschool Teaching Certificate** is issued to persons who hold a High School Diploma. It is a three-year certificate issued to preschool teachers who, through high school and/or college preparation, have

met the minimal requirements established by the Tennessee Association of Christian Schools. The Provisional Preschool Teaching Certificate is renewable every three years upon the completion of 42 training hours. (See **Training Hours Guidelines**)

Level 4: Paraprofessional Preschool Teacher's Aide Certificate is designed to reflect the ministry of helps in a preschool. This certificate is for teacher's aides working under the supervision of educationally qualified preschool teachers. The Paraprofessional Preschool Teacher's Aide Certificate is for one year and may be renewed upon the presentation of proof of attendance at the annual TACS Preschool Education Convention.

Director's Certificates

Level 1: Early Childhood Preschool Director's Certificate is issued to persons who hold a Baccalaureate Degree in Early Childhood Education or Elementary Education. It is a three-year certificate issued to preschool directors who, through college preparation, have met the minimal requirements established by the Tennessee Association of Christian Schools. The Early Childhood Preschool Director's Certificate is renewable every three years upon the completion of 60 training hours. (See **Training Hours Guidelines**)

Level 2: Provisional Preschool Director's Certificate is issued to persons who hold an Associate's Degree. It is a one-year certificate issued to preschool directors who, through college preparation, have met the minimal requirements established by the Tennessee Association of Christian Schools. The Provisional Preschool Director's Certificate can be renewed yearly provided the holder earns three semester hours toward an Early Childhood Preschool Director's Certificate. (See **Training Hours Guidelines**)

Training Hours Guidelines

- A training hour is defined as one contact hour of participation in an organized training experience under responsible sponsorship, capable direction, and qualified instruction.
- A training hour is 50 to 60 minutes of classroom instructional time or its equivalent. All training hours applied toward Preschool Teacher Certification must be approved by TACS.
- Training hours are commonly offered for attendance at seminars, teachers' conventions, or other educational organizations.
- A participant receives one documented training hour for 50 to 60 minutes of instructional time; the leader or presenter of the session (if it is a new presentation) receives three training hours.
- Seven training hours per year must be satisfied by attending the annual TACS Preschool Convention.
- Two training hours per year must be satisfied through Training Preschool Teachers Online. These courses are developed exclusively for TACS Preschool teachers and directors. To complete these requirements, go to www.trainingteachersonline.com.

Directions for Applying for a Director's or Teaching Certificate

1. Only persons employed by a Tennessee Association of Christian School member school are eligible for a director's or teaching certificate. The applicant must also subscribe to the Tennessee Association of Christian Schools' Statement of Faith (see page one).
2. A Christian school that is a member of the Tennessee Association of Christian Schools must recommend the applicant.
3. A certification fee of \$25 must accompany each certificate application.
4. An official transcript must accompany the application. The submission of an official transcript is the applicant's responsibility.
5. A certificate is valid until the expiration date noted on the certificate. The certificate remains valid if a teacher or administrator transfers to a Christian school that is a member of the Tennessee Association of Christian Schools.
6. The renewal of a teaching or director's certificate requires the submission of a(n):
 - a. Completed application.
 - b. Official transcript showing the college courses completed after the issuance of the applicant's most recent Tennessee Association of Christian Schools' certificate.

- c. Certificate(s) showing proof of completed training hours.
 - d. Recertification fee of \$25.
7. A certificate may be revoked at any time if the holder is found guilty of violating Christian standards of conduct or professional ethics. In such cases the person charged of the violation shall be notified of the charges and given an opportunity to defend himself, after which the decision of the Tennessee Association of Christian Schools shall be final.
 8. Quarter hours are converted to semester hours by dividing quarter hours by 1.5.
 9. All renewal course work must be recorded on an official transcript and signed by the appropriate designated official.

Kind of Certificate

10. Early Childhood Preschool Director's Certificate
20. Provisional Preschool Director's Certificate
30. Early Childhood Preschool Teaching Certificate
40. Temporary Early Childhood Preschool Teaching Certificate
50. Provisional Preschool Teaching Certificate
60. Paraprofessional Preschool Teacher's Aid Certificate

Class of Certificate

110. Preschool Director
120. Preschool Teacher
130. Preschool Teacher's Aid

Degree Code

- I. High School Diploma
- II. Associate Degree
- III. Bachelor Degree
- IV. Master Degree
- V. Doctorate Degree

School Code

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| A. Christian High School Diploma | K. Clearwater Christian College |
| B. Public High School Diploma | L. Tennessee Public Universities & Colleges |
| C. Pensacola Christian College | M. Out-of-state Public Universities & Colleges |
| D. Hyles-Anderson College | N. Other Church-Related Universities & Colleges |
| E. Baptist Bible College (Missouri) | O. Welch College |
| F. Maranatha Baptist Bible College (Wisconsin) | P. Liberty University |
| G. Pillsbury Baptist Bible College | Q. Northland Baptist Bible College |
| H. Cedarville University | R. Crown College |
| I. West Coast Baptist Bible College | S. Tennessee Temple University |
| J. Piedmont Baptist College | T. Bob Jones University |
| | U. Others |