

This information is a summary of **Bulletin 741 (Nonpublic): Chapter 3. Certification of Personnel**. If you have specific questions, please email [nonpublicschools@la.gov](mailto:nonpublicschools@la.gov).

**ADMINISTRATOR REQUIREMENTS**

<b>Principals</b> <b>Assistant Principals</b> <b>Headmasters</b>	<ul style="list-style-type: none"> <li>• Must hold a Master’s degree in any area; OR</li> <li>• Must hold a Bachelor’s degree and have principalship on his/her Louisiana teaching certificate</li> <li>• Assistant principals employed at the school during the 1992-93 school year are exempt from these requirements</li> </ul>
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**INSTRUCTIONAL STAFF REQUIREMENTS**

PK – 12th grade teachers who teach secular subjects must meet the requirements of one of the following three options:

<b>Certification</b>	<ul style="list-style-type: none"> <li>• Hold a valid Louisiana teaching certificate for the course(s) he/she teaches.</li> </ul>
<b>Content Knowledge</b>	<ul style="list-style-type: none"> <li>• Have a Bachelor’s degree from a regionally accredited institution; AND</li> <li>• Have a college major or 30 semester hours or a valid PRAXIS score in the area of his/her teaching assignment; AND</li> <li>• Have earned 12 semester hours in Knowledge of the Learner and Learning Environment courses (New teachers have 3 years to meet this requirement).</li> </ul>
<b>Nonpublic Temporary Teaching Authorization</b>	<ul style="list-style-type: none"> <li>• Issued by the Department of Education or a diocesan superintendent</li> <li>• Valid for 1 year; Renewable if a teacher completes 6 semester hours towards the Certification or Content Knowledge requirements</li> <li>• Self-Contained Classroom Teachers (Grades 1-8) without an elementary education major must work towards a practitioner’s license through an alternative certification program (Details outlined in Bulletin 746).</li> </ul>

A teacher may teach in areas outside of his/her certification or major for less than half of one school day. The teacher must have earned at least 12 semester hours in each area he/she teaches outside of his/her certification or major.

**SPECIFIC TEACHING REQUIREMENTS**

<b>Pre-K</b>	<ul style="list-style-type: none"> <li>• Certified or qualified in elementary, kindergarten, or nursery school; OR</li> <li>• Have earned 12 semester hours in child growth and development.</li> </ul>
<b>Kindergarten</b>	<ul style="list-style-type: none"> <li>• Certified or qualified in either elementary education or kindergarten; OR</li> <li>• Have earned 12 semester hours in child growth and development</li> </ul>
<b>Self-Contained Grades 1 – 8</b>	<ul style="list-style-type: none"> <li>• If meeting the Content Knowledge requirement, the teacher’s college major must be in Elementary Education.</li> </ul>
<b>High School Religion</b>	<ul style="list-style-type: none"> <li>• Must have a minimum of a Bachelor’s degree</li> <li>• Teachers employed at the school during the 1995-96 school year are exempt.</li> </ul>
<b>High School Librarian</b>	<ul style="list-style-type: none"> <li>• Have a Bachelor’s degree</li> <li>• Have earned 12 semester hours (part-time, less than 350 students enrolled) OR 18 semester hours (full-time, greater than 350 students)</li> </ul>
<b>Professional/ Technical Personnel</b>	<ul style="list-style-type: none"> <li>• May teach less than one half of a school day in their area of expertise</li> </ul>
<b>Experienced Teachers Exempt from the 12 Hours of the Learning Requirement</b>	<ul style="list-style-type: none"> <li>• Must have 10 years of documented experience; AND</li> <li>• Meets the Content Knowledge requirements; OR</li> <li>• Holds a Master’s degree in the teaching area; AND</li> <li>• Has taught for a probationary period of one year with a satisfactory evaluation</li> </ul>