



**Name of Employer\*** \_\_\_\_\_

**Address of Employer** \_\_\_\_\_  
*Number & Street* *City* *State* *Zip* *County*

**Phone Number of Employer** \_\_\_\_\_

**Job Title and Role** (e.g., 4th grade teacher) \_\_\_\_\_

\*Admission to this program requires applicants be employed full-time in a teaching position.

Have you ever applied to, attended or been employed by the University of Pikeville? If so, under what name and when? \_\_\_\_\_

There are a number of transition points built into the program that will enable UPIKE personnel to provide program participants guidance and support, helping ensure success in the program. The first transition point is successful admission to the program.

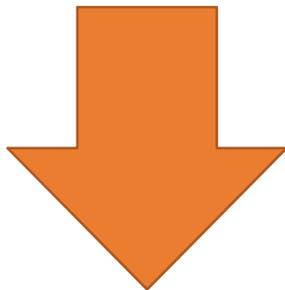
**Signature of Applicant\*\*** \_\_\_\_\_

\*\*By signing this form applicants affirm that all information in the application is true and that falsifying any information is reason for dismissal from the program.

### **What happens now?**

1. The provided information will be reviewed to determine eligibility for the program.
2. Following the review, applicants will receive written communication concerning their status in the program.
3. During the first course:
  - a. Participants will submit a TL Program Administrator Agreement form. This form is available from your professor or online at [Administrator Agreement Form](#). This form requests the school administrator's signature, lets him or her know that you're participating in the program, and that you will be applying best-practice strategies learned as a part of the program in your classroom.
  - b. Your professor will provide you with access to an electronic version of the Graduate Education Handbook and respond to any questions you may have related to the handbook.

Don't forget to review and sign the Character/Fitness/Ethics form that begins on the next page!





CHARACTER and FITNESS FORM

Graduate Education Program

Answer each question by circling "yes" or "no." If you answer "yes" to any question, you must submit a full explanation using a separate sheet of paper.

If you have ever held, or currently hold a certificate, license, credential or other document issued to you for practice as a professional educator by any jurisdiction (other than Kentucky) within the United States or abroad, provide the following:

State or Jurisdiction \_\_\_\_\_ Certificate Number \_\_\_\_\_

Type \_\_\_\_\_ Issue Date \_\_\_\_\_ Expiration Date \_\_\_\_\_

- 1. Have you ever had a certificate, license, credential or other document issued to you for practice as a professional educator denied, suspended, revoked or voluntarily surrendered?
2. Are you currently being reviewed or investigated for purposes of such action as stated in Question One or is such action pending?
3. Have you ever been dismissed, resigned, or asked to resign/retire or discharged from a professional school position or military service for immorality, incompetence, willful neglect of duty, misconduct or presenting false information toward obtaining the position?
4. Is any such action as stated in Question Three pending?
5. Have you ever been convicted of a felony or misdemeanor (other than a moving traffic violation), been found guilty or entered a plea of nolo contendere (no contest), even if adjudication was withheld, in Kentucky or any other state?
6. If you indicated "yes" to any items in Questions One through Five has that action been reviewed by Education Professional Standards Board?
(Date of Review)

I affirm and declare that all information given by me on this form is true, correct and complete to the best of my knowledge. I understand that any misrepresentation of facts, by omission or addition, may result in the denial or revocation of my teaching certificate. Further, I understand that KRS 161.120 provides that a teaching certificate may be revoked at any time upon determination that false information was presented toward obtaining a teaching certificate.

I declare that I understand the standard for personal and professional conduct expected of a professional educator in Kentucky. I further certify that I have read and examined the CODE OF ETHICS (on reverse) applicable to school personnel, understand its provisions, and agree to abide by its terms during the course of my career as a professional educator.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**PROFESSIONAL CODE OF ETHICS  
FOR KENTUCKY SCHOOL PERSONNEL  
16 KAR 1:020**

Section 1. Certified personnel in the Commonwealth of Kentucky:

- (1) Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship and safeguard the freedom to learn and to teach;
- (2) Shall believe in the worth and dignity of each human being and in educational opportunities for all;
- (3) Shall strive to uphold the responsibilities of the education profession, including the following obligations to students, to parents and to the education profession:

**(A) TO STUDENTS:**

1. Shall provide students with professional education services in a nondiscriminatory manner and in consonance with accepted best practice known to the educator;
2. Shall respect the constitutional rights of all students;
3. Shall take reasonable measures to protect the health, safety and emotional well-being of students;
4. Shall not use professional relationships or authority with students for personal advantage;
5. Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law;
6. Shall not knowingly make false or malicious statements about students or colleagues;
7. Shall refrain from subjecting students to embarrassment or disparagement; and
8. Shall not engage in any sexually related behavior with a student with or without consent, but shall maintain a professional approach with students. Sexually related behavior shall include such behaviors as sexual jokes; sexual remarks; sexual kidding or teasing; sexual innuendo; pressure for dates or sexual favors; inappropriate physical touching, kissing or grabbing; rape; threats of physical harm; and sexual assault.

**(B) TO PARENTS:**

1. Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student;
2. Shall endeavor to understand community cultures and diverse home environments of students;
3. Shall not knowingly distort or misrepresent facts concerning educational issues;
4. Shall distinguish between personal views and the views of the employing educational agency;
5. Shall not interfere in the exercise of political and citizenship rights and responsibilities of others;
6. Shall not use institutional privileges for private gain, for the promotion of political candidates or for partisan political activities; and
7. Shall not accept gratuities, gifts or favors that might impair or appear to impair professional judgment, and shall not offer any of these to obtain special advantage.

**(C) TO THE EDUCATION PROFESSION:**

1. Shall exemplify behaviors which maintain the dignity and integrity of the profession;
2. Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities;
3. Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law;
4. Shall not use coercive means or give special treatment in order to influence professional decisions;
5. Shall apply for, accept, offer or assign a position or responsibility only on the basis of professional preparation and legal qualifications; and
6. Shall not knowingly falsify or misrepresent records of facts relating to the educator's own qualifications or those of other professionals.

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_