



**Regulation of the Teachers Council of Thailand
on Professional Practice License
B.E. 2547 (2004)**

By virtue of Section 9 (11), Section 45, Section 84 and Section 85 of the Teachers and Educational Personnel Council Act B.E. 2546 (2003), along with the resolution of the Teachers Council of Thailand Board Meeting No. 8/2004 on September 6, 2004, by approval of the Minister of Education, the Teachers Council of Thailand Board therefore issues the regulation on the professional practice license as follows:

Clause 1 This Regulation shall be called the “Regulation of the Teachers Council of Thailand on Professional Practice License B.E. 2547 (2004).”

Clause 2 This Regulation shall come into effect as from the date of its publication in the Government Gazette.

Clause 3 In this Regulation,

“Board” means the Teachers Council of Thailand Board.

“Secretary-General” means the Secretary-General of the Teachers Council of Thailand.

“License” means license to practice the profession issued to those acting in the capacity as teachers, educational institution administrators, educational administrators and other educational personnel under the Teachers and Educational Personnel Council Act B.E. 2546 (2003).

“Application” means an application for registration of the License, an application for certificate of registration of the License, an application for renewal of the License, as the case may be.

“Minister” means the Minister of Education.

Clause 4 The Chairperson of the Teachers Council of Thailand Board shall govern the execution of this Regulation and have the power to issue rules, notifications, or orders to ensure compliance with this Regulation, including the authority to interpret and make final decision on any issues relating to performance as stipulated in this Regulation.

Part 1
Qualifications and Prohibited Characteristics of Applicants for Licenses

Clause 5 Applicants for the Licenses shall possess the qualifications and have no prohibited characteristics as follows:

a. Qualifications

- (1) Having an age of fully twenty years or older;
- (2) Having an educational degree or equivalent or other educational qualification as accredited by the Teachers Council of Thailand;
- (3) Having completed a practical training in an educational institution in accordance with an educational degree curriculum of not less than one year and having passed the practical training requirements in accordance with the criteria, procedures and conditions as set out by the Board;

b. Prohibited characteristics

- (1) Having improper behavior or immorality;
- (2) Being incompetent or quasi-incompetent;
- (3) Having previously been sentenced to imprisonment in any case, which, in the opinion of the Teachers Council of Thailand, may bring dishonor upon the profession.

In addition to possessing the qualifications and having no prohibited characteristics under paragraph one, the applicant who is a foreigner shall have passed the testing and evaluation of knowledge in accordance with the criteria and procedures as set out by the Board.

Clause 6 Applicants for Licenses to practice the professions of educational institution administrators, education administrators and other licensed professions as stipulated in ministerial regulations, in addition to possessing the qualifications and having no prohibited characteristics under Clause 5, shall also possess the qualifications as follows:

- (1) Holding the License to practice the teaching profession;
- (2) Having the professional knowledge and experience as set out by the Board.

Part 2

Registration of Professional Practice License and Issuance of License

Clause 7 Applicant wishing to register to obtain the License shall submit the Application to the Secretary-General in the stipulated form, together with documents and evidence as follows:

- (1) Copy of the house registration card or copy of the identification card or copy of the state official card;
- (2) Copy of evidence indicating educational degrees;
- (3) Evidence indicating knowledge and experience as set out by the Board (if any);
- (4) Two of 1-inch full-face front view photographs of the applicant without sunglasses, taken not exceeding six months.

Clause 8 Those wishing to obtain the certificate of the License registration shall submit the application to the Secretary-General in the stipulated form.

Clause 9 Any teacher who is a member of the Teachers Council of Thailand under the Teachers Act B.E. 2488 (1945) prior to the enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003) shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence as follows:

- (1) Copy of the house registration card or copy of the identification card or copy of the state official card;
- (2) Copy of the Teachers Council of Thailand membership card or the certificate of membership of the Teachers Council of Thailand under the Teachers Act B.E. 2488 (1945) or any other valid substitute evidence;
- (3) Two of 1-inch full-face front view photographs of the applicant without sunglasses, taken not exceeding six months.

Any teacher under paragraph one, who subsequently resigns or retires or discharges from duties since the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003), and intends to register to obtain a License, shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence in accordance with paragraph one.

Clause 10 Those who have educational degrees or other degrees stipulated by the Office of the Teachers Civil Service Commission as educational qualifications for employment and appointment of teacher civil servants prior to the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003), and intend to register to obtain a License shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence as follows:

- (1) Copy of the house registration card or copy of the identification card or copy of the state official card;
- (2) Copy of evidence indicating educational degrees;
- (3) Two of 1-inch full-face front view photographs of the applicant without sunglasses, taken not exceeding six months.

Person who practices the teaching profession and has been employed and appointed to teach on the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003) and has educational degrees or other degrees stipulated by the Office of the Teachers Civil Service Commission as educational qualifications for employment and appointment of teacher civil servants prior to the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003), shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence in accordance with paragraph one.

Contract teachers under employment contracts, who have educational degrees or other degrees stipulated by the Office of the Teachers Civil Service Commission as educational qualifications for employment and appointment of teacher civil servants prior to the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003), shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence in accordance with paragraph one.

Persons under paragraph one, paragraph two and paragraph three shall submit the application within three years from the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003).

Clause 11 Educational institution administrators, educational administrators and other educational personnel who have performed in such offices prior to the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003) shall submit the application for registration of the License to practice the teaching profession and then submit the application for registration of the License to practice the profession of educational institution administrators, educational administrators or other educational personnel, as the case may be, to the Secretary-General in the stipulated form, together with documents and evidence in accordance with Clause 9.

Clause 12 Educational supervisor who has been in such office prior to the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003) shall submit the application for registration of the License to practice the teaching profession and submit the application for registration of the License to practice the profession of other educational personnel to the Secretary-General in the stipulated form, together with documents and evidence in accordance with Clause 9.

Clause 13 Educational degrees as per the educational degree curriculum currently opened by the educational institutions on the date of enforcement of the Teachers and Educational Personnel Council Act B.E. 2546 (2003) shall be regarded as educational qualifications for the application for the License to practice the teaching profession.

Any person possessing the qualifications under paragraph one, who intends to register to obtain a License to practice the teaching profession, shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence in accordance with Clause 10.

Clause 14 In submitting the applications under Clause 7, Clause 8, Clause 9, Clause 10, Clause 11, Clause 12 and Clause 13, the applicants shall pay fees for registration to obtain the Licenses at the rates as stipulated in the Notification of the Minister.

Once the application and evidence have been considered complete and correct, the Secretary-General shall submit the matter to the Professional Standards Committee to consider issuing the License or certificate of registration of the License, as the case may be.

Clause 15 Persons who possess the qualifications under Clause 9, Clause 10, Clause 11 and Clause 12 shall submit the applications within one hundred and twenty days from the date of enforcement of this Regulation and during the period that the applications have not yet been submitted, such persons shall be entitled to practice the profession as if they are License holders.

Clause 16 During the period of issuance of the License, the applicants under Clause 9, Clause 10, Clause 11 and Clause 12 shall be entitled to practice the profession as if they are License holders.

Clause 17 The License issued to the applicant for registration to obtain the License shall be in the form as stipulated by the Board.

Part 3

Term and Renewal of License

Clause 18 The License shall be valid for a period of five years from the date of issuance of the License.

Clause 19 Any License holder who desires to renew the License shall possess the qualifications as set out by the Board.

Clause 20 A person who desires to renew the License shall submit the application to the Secretary-General in the stipulated form prior to the expiration date of the License for a period of not less than one hundred and eighty days, together with documents and evidence as follows:

(1) Copy of the house registration card or copy of the identification card or copy of the state official card;

(2) Copy of the Teachers Council of Thailand membership card;

(3) Copy of the License;

(4) Document indicating or certifying as a qualified person in accordance with Clause 19;

(5) Two of 1-inch full-face front view photographs of the applicant without sunglasses, taken not exceeding six months.

The applicant under paragraph one shall pay a fee for renewal of the License at the rate as stipulated in the Notification of the Minister.

Once the application and evidence have been considered complete and correct, the Secretary-General shall submit the matter to the Professional Standards Committee to consider issuing the License.

Clause 21 The License shall terminate in the following events:

(1) The License expires in accordance with Clause 18;

(2) The License is revoked;

(3) The License is suspended.

Clause 22 Those whose Licenses are revoked, upon a lapse of five years from the date of such revocation, who intend to apply for a License of the same type as previously obtained, shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence as follows:

- (1) Copy of the house registration card or copy of the identification card or copy of the state official card;
- (2) Copy of the Teachers Council of Thailand membership card;
- (3) The License and copy of the order revoking the License;
- (4) Document indicating or certifying the conduct and professional practice or work performance during the period of revocation of the License, issued by the regulatory agency or the supervisor or the relevant agency of the applicant (if any);
- (5) Two of 1-inch full-face front view photographs of the applicant without sunglasses, taken not exceeding six months.

The applicant under paragraph one shall pay a fee for registration to obtain the License at the rate as stipulated in the Notification of the Minister.

Once the application and evidence have been considered complete and correct, the Secretary-General shall submit the matter to the Professional Standards Committee to consider issuing the License, provided that the evaluation of conduct, knowledge and skills shall be undertaken as set out by the Board.

Part 4 Substitute License

Clause 23 The application for a substitute License should the License be destroyed or damaged or lost shall be submitted to the Secretary-General in the stipulated form, together with documents and evidence as follows:

- (1) Copy of the house registration card or copy of the identification card or copy of the state official card;
- (2) The destroyed or damaged License or evidence of police report, as the case may be;
- (3) Copy of the Teachers Council of Thailand membership card;
- (4) Two of 1-inch full-face front view photographs of the applicant without sunglasses, taken not exceeding six months.

The applicant shall pay a fee for a substitute License at the rate as stipulated in the Notification of the Minister.

Once the application and evidence have been considered complete and correct, the Secretary-General shall submit the matter to the Professional Standards Committee to consider issuing the substitute License.

Clause 24 The Substitute License shall use the form as specified in Clause 17, with the wording “Substitute” in red color of an enlarged font size than the regular fonts, which would be stamped on the top of the License.

Part 5

Change of Information of Registration and License

Clause 25 A License holder who desires to change any registration information or information in the License shall submit the application to the Secretary-General in the stipulated form, together with documents and evidence as follows:

- (1) Copy of the house registration card or copy of the identification card or copy of the state official card;
- (2) The License;
- (3) Documents and evidence relating to the request for change of registration information or information in the License.

Once the application and evidence have been considered completed and correct, the Secretary-General shall proceed with the change of registration information or information in the License, as the case may be.

Part 6

Appeal

Clause 26 In case the Professional Standards Committee considers not issuing any License under Clause 7 and Clause 14, not renewing any License under Clause 20, not issuing any License for those whose License was revoked under Clause 22, and not issuing a substitute License under Clause 23, the applicant may file an appeal against such order with the Teachers Council of Thailand Board within thirty days from the date of receipt of the notice of such rejection of issuance of the License, renewal of the License or issuance of the substitute License.

The appeal shall be made in writing by using the polite statements and containing the details as follows:

- (1) Name and address of the appellant;
- (2) All acts which serve as grounds for the appeal, together with facts or reasonable circumstances relating to such acts;
- (3) Request of the appellant;
- (4) Signature of the appellant.

As for any appeal which contains incomplete items under paragraph two or is unclear or incomprehensible, the Secretariat Office of the Teachers Council of Thailand shall provide advice to the appellant to amend such appeal for correctness.

In this respect, the date such appeal is first submitted shall be mainly used for counting the statute of limitations.

Should the appellant be of the opinion that the final decision of the Board is unfair for the appellant, the appellant shall file a lawsuit with the Administrative Court within ninety days from the date of receipt of such order.

Notified on this 25th day of November 2004.

Sermsak Wisalaporn

(Professor Sermsak Wisalaporn)

Chairperson of the Teachers Council of Thailand Board