

BOARD OF EDUCATION OF THE CITY OF NEW YORK  
DIVISION OF HUMAN RESOURCES - SALARY UNIT - (ROOM 815)  
BUREAU OF SALARY DIFFERENTIALS AND STATUS  
65 COURT STREET, BROOKLYN, NEW YORK 11201  
TELEPHONE: (718) 935-2642/43

PROMOTIONAL DIFFERENTIAL - AREA OF SPECIALIZATION

Teachers holding an approved Master's Degree issued by a recognized college or university meet the requirements for the Promotional Differential by virtue of such degree, and should file under Category 1.

Approved college courses and Board of Education In-service courses are acceptable for the 30 semester hours beyond the baccalaureate degree and/or the areas of specialization.

The Bureau of Salary Differentials and Status will accept toward the following approved areas of specialization, such colleges as are acceptable as content courses by the Board of Examiners in each of the various subject matter areas. It is not necessary to hold a license in the area of specialization for which you make application.

College courses in **Education** are acceptable for the 30 semester hours beyond the baccalaureate degree, but are not acceptable in areas of specialization, except for the area of Educational and Vocational Guidance.

1. **Foreign Languages: 36 credits in ONE language.**

A minimum of 24 credits in one major language, which may include literature, culture, philology and linguistics, and a maximum of 12 credits in one or more other foreign languages but not fewer than 6 in any one language.

2. **General Science:**

A total of 36 semester hour in science courses, including at least 9 semester hours in each of the following sciences: biology, chemistry, earth science, and physics: balance may include related mathematics.

OR

**Biology:**

A total of 36 semester hours in science courses including not less than 18 semester hours in biology and courses of not more than 18 semester hours in any combination of the following: chemistry, earth science, physics, and related mathematics.

OR

**Chemistry:**

A total of 36 semester hours in science courses including not less than 18 semester hours in chemistry and courses of not more than 18 semester hours in any combination of the following: biology, earth science, physics, and related mathematics.

OR

**Earth Science:**

A total of 36 semester hours in science courses including not less than 18 semester hours in earth science and courses of not more than 18 semester hours in any combination of the following: biology, chemistry, physics, and related mathematics.

OR

**Physics:**

A total of 36 semester hours in science courses including not less than 18 semester hours in physics and courses of not more than 18 semester hours in any combination of the following: biology, chemistry, earth science, and related mathematics.

3. **Mathematics:**

24 semester hours of content courses must be in pure mathematics. The remaining 12 semester hours may be in applied mathematics or additional courses in pure mathematics or in the history of mathematics.

Advanced courses in fields related to mathematics which have largely mathematical content, such as analytics mechanics, thermodynamics, molecular physics, statistics, mathematics of finance, and advanced accounting are acceptable as applied mathematics.

Courses such as elementary physics, bookkeeping, commercial or business arithmetic are not acceptable toward fulfillment of the requirement of content courses.

4. **English:**

No specific distribution of the required 36 semester hours in courses related to the subject is required.

5. **Speech:**

No specific distribution of the required 36 semester hours in courses related to the subject is required

6. **Social Studies:**

The 36 semester hours in social studies may be divided into history, political science, geography, economics, sociology, and anthropology.

7. **Business Subjects:**

**Accounting and Business Practice: 30** of the required 36 semester hours must consist of not less than 12 credits in college bookkeeping and accounting and not more than 18 credits in any combination of office practice, business law, business management and organization, business mathematics and/or commercial arithmetic, money, banking and finance, and economic geography. The remaining 6 semester hours may be in any related business subjects. OR

**Merchandising and Salesmanship: 30** of the required 36 semester hours must consist of not less than 12 credits in merchandising and salesmanship courses and not more than 18 credits in any combination of business law, business manager and organization, business mathematics and/or commercial arithmetic, money, banking and finance, economic geography, advanced written composition, and business English. The remaining 6 semester hours may be in any related business subjects. OR

Also called Distributive Education.

**Stenography and Typewriting: 28** of the required 36 semester hours must consist of not less than 12 credits in advanced typewriting and advanced shorthand and not more than 16 credits in any combination of secretarial practice, business law, business management and organization, money, banking and finance, economic geography, advanced written composition and business English. The remaining 8 semester hours may be in any related business subjects.

N. B. Applicants who have had shorthand and typewriting courses on lower than college level may offer these, provided a recognized college has, by virtue of such courses on the lower level and as the result of examination, exempted the applicant from identical courses given by the college, and provided further that other acceptable courses are offered in lieu of them.

(OVER)

8. **Health Education:** 36 credits in Health Education.
9. **Home Economics:**  
The 36 credits must be distributed so that all of the following course areas are included: food and nutrition, clothing and textiles, the family, the home.
10. **Art:**  
Not less than 28 credits in design, drawing and composition (painting), etc., and mechanical drawing. The remaining 8 credits may include any of the above areas as well as courses in history, interpretation or appreciation of art.
11. **Music:**  
Not less than 18 credits in harmony music history and music literature. The remaining 18 credits may include any additional courses in music (content, not educational).
12. **Library Science:**  
Not less than 24 credits in books, reading and library materials; library methods and techniques; and library orientation. The remaining 12 credits may be in reading techniques and in other courses related to the subject. Related courses must have been completed in schools accredited by the American Library Association, or by the Department of Education of the State of New York.
13. **Industrial Arts:**  
The 36 hours of approved courses related to the field of industrial arts may be distributed as follows: mechanical drawing, comprehensive general shop, general shop, general printing and bookbinding, general woodworking, and/or automobile mechanics, aviation, cabinetmaking, ceramics, craft work, electricity, jewelry, leather work, machine shop practice, printing and bookbinding, painting and decorating, photography, pottery, plumbing, sheet and art metal, textiles, and woodworking.
14. **Educational and Vocational Guidance:**  
The 36 hours of approved courses in the field of educational and vocational guidance shall be drawn from any or all of the following areas: understanding the individual (e.g. dynamics of behavior, needs and characteristics of the individual, child growth and development, individual adjustment, mental hygiene, abnormal psychology); principles and practices of guidance; techniques of counseling; measurement and appraisal; personality development and measurement; survey and use of educational and occupational information; organization and conduct of the guidance program; group guidance; group dynamics; placement; labor problems; parent-teacher-child relationships; the family, social case work problems; supervised field work and practice in guidance in public schools (as a college course).
15. **Nursing - Effective February 1, 1986:**  
A minimum of 24 semester hours of pure nursing courses. The remaining 12 hours may be in related science or health courses.
16. **Special Education - Effective February 1, 1986:**  
A minimum of 24 semester hours of courses in special education subjects. The remaining 12 hours may be in courses directly related to special education.
17. **Performing Arts - Dance - Effective February 1, 1988:**  
A minimum of 24 semester hours of pure dance courses. The remaining 12 hours may be in related performing art courses, including music, make-up, drama, stage lighting and stage direction.
8. **Performing Arts - Drama - Effective February 1, 1988:**  
A minimum of 24 semester hours of pure drama courses. The remaining 12 hours may be in related performing art courses, including music, make-up, drama, stage lighting and stage direction.
9. **Architectural Drafting - Effective 1, 1989:**  
A minimum of 24 semester hours in: architectural drawing, structural design, structural theory, space analysis, design fundamentals, technical drawing, landscape design, design workshop, design graphics, period architecture, site planning, city planning, hazard design. The remaining 12 credits may be in related subjects such as: energy conservation, period architecture, building and zoning codes, history of architecture, physics, algebra, trigonometry, calculus, civil technology, use of structural lumber, building equipment.
0. **Mechanical Drafting/Mechanical, Structural and Civil Technology - Effective September 1, 1989:**  
A minimum of 24 semester hours in: structural mechanic and theory, mechanic equipment, rendering, city and site planning, building construction, energy conservation, building and zoning codes, building equipment, reinforced concrete, civil technology, use of structural lumber. The remaining 12 hours may be in related subjects such as: earthquake and hazard design, construction and technical drawing, physics, algebra, trigonometry, calculus, space analysis, design fundamentals.
1. **Agriculture - Effective February 1, 1991:**  
A minimum of 36 semester hours in: Farm Production, including Cultivation of Fruits and Vegetables, Soil Science, Farm Management and Food Marketing; Horticulture, including Greenhouse Management, Landscaping Cuttings and Transplants; Animal Science, including Breeding, Care, Anatomy and Physiology of Farm Animals; and Meat, Poultry and Dairy production.
2. **Reading - Effective September 1, 1994:**  
A minimum of 24 semester hours in pure reading courses. The remaining 12 hours may be in history, political science and other courses directly related to reading.
3. **Technology:** 36 credits in various areas of technology, including computers.
1. **American Sign Language:** 36 credits in sign language skills and practice.
3. **English as a Second Language:** A minimum of 24 credits in ESL and 12 credits in general education credits.
3. **Bilingual Education:** A minimum of 24 credits in Bilingual Education and 12 in general education credits.
3. **Early Childhood:** A Baccalaureate Degree containing at least 24 credits in early childhood as a major.
3. **Elementary Education:** A Baccalaureate Degree with a major in Elementary Education.
3. **Physical Education:** 36 credits in physical education with at least 10 credits in physical activities.