

Western Kentucky University Curriculum Contract

Professional Certificate for Instructional Leadership

School Principal (All Grades) – Educational Specialist for Rank I

Last,	First	Middle	WKU ID Number
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Street	Home Phone Number
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City	State	Zip Code	E-mail Address
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Specific degree and certification requirements with advisement sheets attached.

Professional Certificate for Instructional Leadership, School Principal (All Grades)	
Deficiencies—9 hours Candidates will be required to take the following courses in addition to the required program hours. EDAD 588 Allocation and Use of Resources (3 hrs) EDAD 677 Legal Issues for Professional Educators (3 hrs) EDAD 684 Instructional Leadership (3 hrs)	Level I EDAD 640 Introduction to School Leadership (3 hrs) EDAD 641 Building Culture & Community (3 hrs) EDAD 642 Leveraging Community Systems & Resources (3 hrs) EDAD 643 Securing & Developing Staff (3 hrs) EDAD 644 Creating Organizational Structures & Operations (3 hrs) EDAD 645 Practicing the Principalship (3 hrs) Level II EDAD 694 Seminar in Education Administration (6 hrs) EDAD 699 Education Specialist Project (6 hrs) ----- <u>Summary:</u> Deficiencies 9 hours Level I 18 hours Level II 12 hours

Candidates will not be recommended for the rank change (in addition to the School Principal cert) until both Level I and Level II courses are successfully completed and all exit requirements are met.

**Delineation of Program Transition Points – Advanced Preparation
Instructional Leadership - School Principal (All Grades)**

Transition I: Admission to Graduate Studies and Research			
Data Reviewed	Minimal Criteria for Admission	Review Cycle	Reviewed by
<ul style="list-style-type: none"> ■ Admission Application ■ Transcript Record ■ Degrees ■ Graduate Record Examination (GRE) ■ GPA 	<ul style="list-style-type: none"> ■ GPA of 3.5 or higher ■ Master’s degree ■ Minimum scores of 148 Verbal and 148 Quantitative on the GRE and an overall GAP score of 605 [GAP = (GRE-V + GRE-Q) + (Undergraduate GPA x 100)], a score in the 50th percentile or higher on the MAT, or a 646 Communication and 643 General Knowledge for the NT 	<ul style="list-style-type: none"> ■ Fall, Spring & Summer terms 	<ul style="list-style-type: none"> ■ Graduate Studies and Research
Transition II: Admission to Educational Administration, Leadership, and Research: School Principal (All Grades)			
<ul style="list-style-type: none"> ■ Admission Application ■ GPA ■ Degrees ■ Prerequisites ■ Letters of reference ■ Portfolio ■ Memorandum of Agreement 	<ul style="list-style-type: none"> ■ Master’s degree ■ Prerequisites ■ Three years’ successful teaching experience ■ 3.0+ GPA ■ Candidate signature on program ■ A minimum of thirty-six (36) semester hours of graduate credit in a planned program beyond the master’s degree 	<ul style="list-style-type: none"> ■ Fall and Spring terms 	<ul style="list-style-type: none"> ■ Department faculty and district administrators ■ Office of Teacher Services
Transition III: Exit			
<ul style="list-style-type: none"> ■ GPA ■ Dispositions ■ Course assignments ■ Anchor Assessments ■ Field Experiences ■ Capstone project 	<ul style="list-style-type: none"> ■ 3.0+ GPA ■ Satisfactory performance toward ISLLC standards, Dimensions & Functions for School Leaders, & Technology Standards for School Administrators ■ All dispositions average “At Standard” ■ All Anchor Assessment scores average or higher ■ Successful completion of field experiences ■ Successful completion of all required course work ■ Successful completion and defense of Capstone project 	<ul style="list-style-type: none"> ■ Fall, Spring and Summer terms 	<ul style="list-style-type: none"> ■ Department faculty and district administrators ■ Office of Teacher Services

To be recommended for certification, an applicant must document the following to the Office of Teacher Certification (CA-1):

- Completion of an approved Instructional Leadership - School Principal (All Grades) program.
- Achievement of a 3.0 GPA overall.
- Acceptable score on the Kentucky Principal Specialty Test.
- Acceptable score on the School Leaders Licensure Assessment.

EPSB Disclaimer: Educational Leadership requirements are subject to change. Current requirements should be verified with the Education Professional Standards Board (EPSB) Web site at www.espb.ky.gov or call 502-564-4606 or toll free 888-598-7667.

Candidate Signature: _____ Date: _____

Advisor Signature: _____ Date: _____