

**Certificate - School Administration, PM**  
**College of Education**

**Effective 2020-2021**

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The School Administration Endorsement Licensure Program is designed for individuals who currently hold a master's degree in an educational related field (Counseling, Curriculum & Instruction, Instructional Technology, etc.) and 3 years of teaching (or other professional education experience) or have been employed by an LEA as an assistant principal. Graduates of School Administration Certificate program are eligible for licensure from the North Carolina State Department of Public Instruction (SDPI) and may be qualified for administration certification in other states. The program content is aligned with the North Carolina Standards for School Executives, the National Educational Leadership Preparation Standards (NELP), the Professional Standards for Educational Leadership (PSEL), and the Council for the Accreditation of Educator Preparation (CAEP) for advanced programs in educational leadership.

**Additional Admission Requirements**

- Earned master's degree in education or education related field) from an accredited university
- Three years of successful teaching experiences (or educational-related experience).
- Two years of Adult Leadership experience (e.g., department chair, grade-level chair)
- NC Continuing Professional License (CPL)
- Three official letters of recommendation--one of the letters must be from current administrator (e.g. principal or assistant principal).
- Faculty Interview
- Electronic portfolio that includes evidence in the following areas:
  - Support for all students achieving high standards of learning
  - Accomplished classroom instruction, which shall include data providing evidence of two years of student growth and learning within the last 5 years
  - Significant leadership roles in past positions
  - Strong oral and written communication skills
  - Analytic abilities needed to collect and analyze data for student improvements
  - Demonstrated respect for family and community
  - Strong interpersonal skills
  - Knowledge of curriculum and instructional practices
- Written Statements -- please see College of Education website for writing prompts.
- A copy of most recent NC Teacher Evaluation (or its equivalent) with at a minimum rating of Proficient in all standards.
- Current resume

**Certificate Requirements**

- Take 12 credit hours: MSA 773, 774, 776, 778,
- Yearlong field-based internship
  - First Semester Internship
    - Internship Seminar I: MSAL 789
    - Internship Supervision: MSAL 784
  - Second Semester Internship
    - Internship Supervision: MSAL785
- Earn a minimum rating of proficient on North Carolina Department of Public Instruction Certificate of Competency
- Earn a passing score on the School Leadership Licensure Assessment (SLLA)

*\* The field-based internship must be completed during the fall and spring semesters.*