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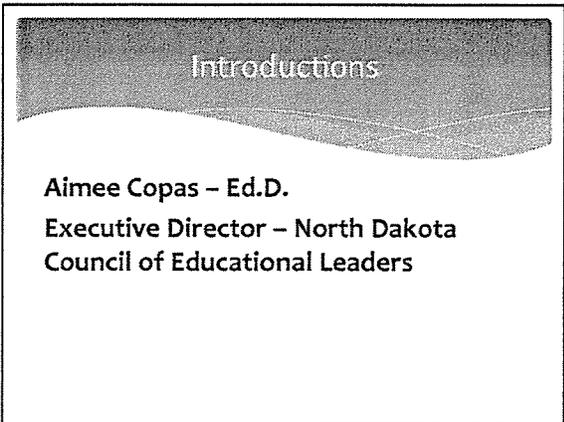
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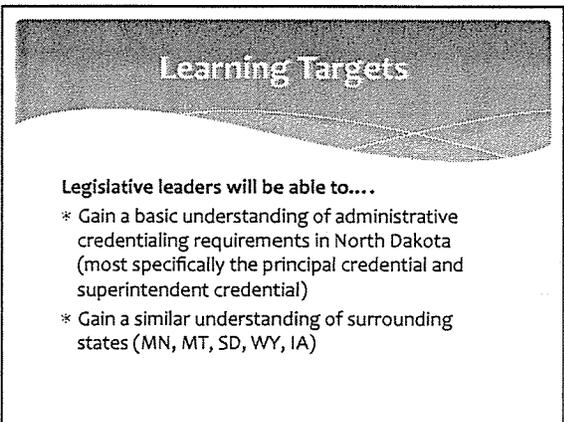
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**What is Administrative Certification?**

- ↳ Like many professions such as becoming a lawyer, accountant, or doctor, certification shows that an individual is prepared to face challenges and use their knowledge in a variety of situations.
- ↳ For school administrators, the certification process tests a potential school administrator on their organizational skills and instructional knowledge. Through certification, a potential administrator proves they are effective agents of positive growth and change in their schools.
- ↳ The certification process is different for each state, but most states require an in-depth analysis of a potential administrator's background, as well as exams that test his or her knowledge of running a school. But in order to earn certification, what exactly should potential school leaders learn?

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**General Certification Information**

- \* Most all states require a minimum of a MS Degree in Educational Leadership (or related degree) to become a certified principal or superintendent.
- \* The majority of states require much more for school district superintendents. Some of these additional requirements may include additional schooling, cumulative experience, mentoring programs, etc.

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**Iowa**

| Principal   | Superintendent  |
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| * MS Degree   | * MS degree plus 30 semester hours or specified course work |
| * 3 years successful teaching   | * OR Specialist Degree                                      |
| * Additional opportunity to gain endorsement in area outside of teaching (Example: Secondary principal able to obtain elementary or K-12 endorsement) | * 3 years experience as building principal                  |

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**What do our neighbors do (minimums)?**  
**Minnesota**

- \* Principal / Superintendent/ Director of Special Education or Assistants in these fields
- \* Specialist or Doctoral program (or program consisting of MS degree plus 60 in school admin)
- \* 320 hours field experience
- \* 3 years successful teaching experience

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**Montana**

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| <p><b>Principal</b></p> <ul style="list-style-type: none"> <li>* MS Degree in Educational Leadership</li> <li>* 3 years successful experience as a teacher</li> <li>* Additional 6 credits in educational leadership and curriculum</li> </ul> | <p><b>Superintendent</b></p> <ul style="list-style-type: none"> <li>* Specialist degree or doctoral degree in educational leadership.</li> <li>* One year experience as principal or one year in superintendent internship while in university system program of ed. Leadership.</li> </ul> |
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**South Dakota**

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| <p><b>Principal</b></p> <ul style="list-style-type: none"> <li>* MS degree in educational leadership or equivalent</li> <li>* 3 years experience in K-12 School (at least one must be in teaching)</li> </ul> | <p><b>Superintendent</b></p> <ul style="list-style-type: none"> <li>* MS Degree plus 15 graduate hours (specified curriculum)</li> <li>* 3 years experience in K-12 School (at least one must be in teaching)</li> </ul> |
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**Wyoming**

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| <p style="text-align: center;"><b>Principal</b></p> <ul style="list-style-type: none"> <li>* MS in educational leadership program from accredited institution</li> <li>* Institutional Recommendation for specific endorsement must then come from the said educational leadership program.</li> </ul> | <p style="text-align: center;"><b>Superintendent</b></p> <ul style="list-style-type: none"> <li>* MS in educational leadership program from accredited institution</li> <li>* Institutional Recommendation for specific endorsement must then come from the said educational leadership program.</li> </ul> |
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**North Dakota**

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| <p style="text-align: center;"><b>Principal</b></p> <ul style="list-style-type: none"> <li>* Hold valid ND teacher license</li> <li>* Maintenance of teacher license requires mandatory 6 credits of PD every 5 yrs.</li> <li>* 3 years teaching experience &amp; verified letter by supervisor</li> <li>* Level II credential requires 20 hours graduate credit in an accredited MS program</li> <li>* Level I credential requires MS degree in educational administration along with a teaching major certifiable by ESPB.</li> </ul> | <p style="text-align: center;"><b>Superintendent</b></p> <ul style="list-style-type: none"> <li>* Hold valid ND teacher license</li> <li>* Maintenance of teacher license requires mandatory 6 credits of PD every 5 yrs.</li> <li>* 3 years teaching experience &amp; verified letter by supervisor</li> <li>* 2 years admin experience comprised of at least 1/2 time as either an elementary or secondary principal</li> <li>* 8 additional credit hours past masters with specified coursework</li> </ul> |
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**Moving Forward**

- \* DPI is currently working on research to update administrative credentialing standards.
- \* Doing so includes remaining aware of the need to both address the need for high level preparation with our current struggle to find qualified applicants in ND in some areas.
- \* Recommended partnership with administrative boards in the process (NDCEL, NDASA, NDASSP, NDAESP)

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### Professional Development for Administrators

- \* Current professional development opportunities
  - \* Coursework offerings from university settings in ND and surrounding states.
    - \* To be relevant they must be current, real-world, field based, taught by professors with *current relevant* experience.
  - \* Conference opportunities in ND (often linked to grad credit)
    - \* NDCEL Fall Conference, NDCEL Mid-Winter Conferences, NDCEL Summer Conference, ND Educational Academy, NDCEL/DPI Administrator Conference (summer)

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### Professional Development cont.

- ♦ National Conferences hosted by our parent associations: AASA, NASSP, NAESP,
- ♦ Regional Conferences: example: ACTE
- ♦ Variety of other national opportunities
  - ♦ ASCD (Association for Supervision and Curriculum Development)
  - ♦ AASA National Superintendent Certification

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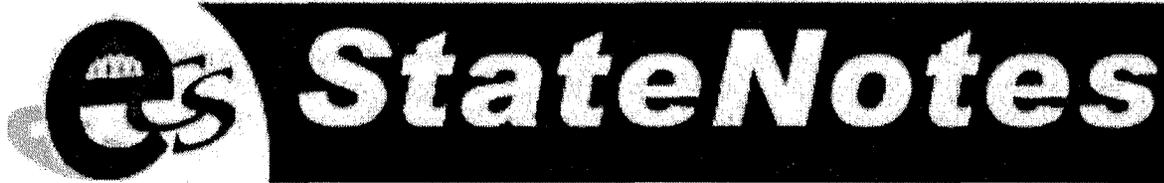
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### Administrator License Requirements, Portability, Waivers and Alternative Certification

|         | What are the initial administrator licensure requirements?   | Does the state have some ability for licensure portability of waivers?  | Is there an alternative path to certification?   |
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| Alabama | <p>Principals and Superintendents: Candidates must hold a master's degree and complete an approved sixth-year level program or hold an education specialist or doctoral degree from a regionally accredited senior institution of higher education. Candidates must also complete two years of satisfactory educational experience and meet all requirements for the professional educator certificate.</p> <p>Source: Administrative Code <u>290-3-2-.03</u><br/>rev. 12/2007</p> | <p>Alabama has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> <p>Source: Administrative Code <u>290-3-2-.02(2)(a)1</u><br/>rev. 12/2007</p> | <p>The special alternative certificate for educational administration may be issued at the master's degree level by meeting Class A certification and other specified requirements. This certificate should be requested only by a local superintendent of education or a headmaster of a nonpublic school who wishes to employ the individual in the area for which the certificate is sought.</p> <p>Source: Administrative Code <u>290-3-2-.03(1)(b)</u><br/>rev. 12/2007</p> |
| Alaska  | <p>Principals: Candidates must gain at least three years experience as a certificated teacher, complete an approved teacher education program in school administration and obtain a</p>  | <p>Out-of-state certification and experience contribute toward certification in Alaska.</p>   | <p>No state policy found.</p> <p>However, the commissioner may issue a nonrenewable provisional certificate (provisional</p>   |

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|         | <p>master's degree or higher from a regionally accredited institution. Other requirements include a recommendation of the preparing institution, three semester hours of approved Alaska studies, three semester hours of approved multicultural education/cross-cultural communications studies and six semester hours or nine quarter hours of credit earned during the five-year period preceding the date of application. Candidates must complete the application packet, which includes a signed and notarized application, the institutional recommendation form, official transcripts, two sets of completed fingerprint cards, and all processing fees.</p> <p>Superintendents: Superintendent endorsements require a completed Institutional Recommendation showing completion of an approved superintendency program from a regionally accredited university and verification of at least five years of employment as a classroom teacher or administrator.</p> <p>Source: 4 AAC <u>12.345</u></p> <p>Source: Alaska Department of Education and Early Development, Types of <u>Certification</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>Source: 4 AAC <u>12.345</u></p> <p style="text-align: right;">rev. 12/2007</p>  | <p>Type B), valid for no longer than two years, to an applicant who has completed the requirements of this section, except for the specified course requirements..</p> <p>The commissioner may convert a provisional certificate (provisional Type B) to an administrative certificate (Type B) upon satisfactory completion of the courses required under (c) of this section and payment of the fee for an administrative certificate.</p> <p>Source: 4 AAC <u>12.345(d)(f)</u></p> <p style="text-align: right;">rev. 12/2007</p> |
| Arizona | <p>Principals: Candidates must have a master's degree or more advanced degree and three years of verified teaching experience in grades PreK-12. Candidates must also complete a program in educational administration for principals</p>   | <p>The board may issue a comparable, one year, nonrenewable Arizona provisional certificate to an applicant who holds a valid certificate from another state and possesses a Bachelor's or higher degree</p> | <p>No state policy found.</p> <p style="text-align: right;">rev. 12/2007</p>   |

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|          | <p>(including at least 30 graduate semester hours of educational administration), a practicum as a principal or two years of verified experience as a principal or assistant principal in grades PreK-12 and pass the principal portion of the Arizona Administrator Proficiency Assessment.</p> <p>Superintendents: Candidates must have a master's or more advanced degree (including at least 60 graduate semester hours) and complete a program in educational administration for superintendents (including at least 36 graduate semester hours of educational administrative courses). Candidates must also verify three years of teaching experience in grades PreK-12, complete a practicum as a superintendent or two years of verified experience as a superintendent, assistant superintendent, or associate superintendent in grades PreK-12 and pass the superintendent portion of the Arizona Administrator Proficiency Assessment.</p> <p>Source: AAC <a href="#">R7-2-614</a></p> <p style="text-align: right;">rev. 12/2007</p> | <p>from an accredited institution.</p> <p>A valid principal certificate from another state may be substituted for the teaching experience, program in educational administration, and practicum.</p> <p>A valid superintendent certificate from another state may be substituted for the program in educational administration, teaching experience and practicum.</p> <p>Source: AAC <a href="#">R7-2-619</a></p> <p>Source: AAC <a href="#">R7-2-614</a></p> <p style="text-align: right;">rev. 12/2007</p> |  |
| Arkansas | <p>Principals: Candidates must hold a current standard teaching license and have a minimum of four years teaching experience (at least three of the four years teaching experience must be at the level at which the candidate is seeking licensure). Candidates must also hold a graduate degree from a regionally and/or NCATE accredited college or university and complete the appropriate program of study (inclusive of an internship and a portfolio). Candidates must participate in induction and successfully</p>  | <p>Arkansas has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> <p>Required assessments for Arkansas licensure through reciprocity shall be waived with a valid out-of-state or out-of-country license as an administrator, three years of administrative experience or with a passing score of the required assessment(s).</p>  | <p>No state policy found.</p> <p>However, there are three routes to obtain a standard administrator license.</p> <p>Note: A waiver of administrator licensure may be requested by a school district when a district wishes to employ an individual who has identified expertise but does not possess an administrator license. This applies to building level and district level administrators only. This is a district-specific,</p> |

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|            | <p>complete the state-mandated licensure assessment.</p> <p>Superintendents: Candidates must hold a current standard teaching license, have at least four years teaching experience and hold a current standard building level or curriculum/program administrator license. Candidates must also have or complete an advanced degree, or complete an advanced program of study (both inclusive of an internship and portfolio) from a regionally and/or NCATE accredited college or university and successfully complete the state-mandated licensure assessment.</p> <p>Note: For principal candidates holding a graduate degree in an area other than educational leadership, the institution of higher education will review their credentials to determine their individual needs.</p> <p>Source: ADE Rules <u>4.02</u></p> <p>Source: ADE Rules <u>6.03.1</u></p> <p>Source: ADE Rules <u>6.03.3</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>Source: ADE Rules <u>3.02.11</u></p> <p>Source: ADE Rules <u>3.02.7</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p>non-transferable waiver request and does not culminate in an administrator license.</p> <p>Source: ADE Rules <u>6.01.1</u> through <u>6.01.3</u></p> <p>Source: ADE Rules <u>11.01</u></p> <p style="text-align: right;">rev. 12/2007</p> |
| California | <p>Principals and Superintendents: Candidates must first obtain a preliminary credential by holding a valid California credential for teaching, completing an approved professional preparation program in education administration or a passing score of 173 on the School Leaders Licensure Assessment (SLLA) examination. Candidates must complete the <u>basic skills</u></p>  | <p>Candidates prepared outside of California may earn a professional clear credential without first holding a preliminary credential by verifying completion of bachelor's degree from a regionally accredited institution of higher education, meeting the basic skills requirement and completing a teacher preparation program</p> | <p>No state policy found.</p> <p style="text-align: right;">rev. 12/2007</p>   |

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|          | <p>requirement, and a minimum of three years of successful, full-time experience. Secondly, principal and superintendent candidates must obtain a clear credential with the preliminary administrative services credential by completing two years of fulltime experience in a position while holding the preliminary credential and a commission-approved program of advanced study with field experience</p> <p>Note: The commission may, at the request of a credential candidate, grant a waiver of the requirement of university coursework upon its finding that the candidate, in consultation with personnel of the employing school district and personnel of the university, is not able to develop an individualized program of professional development for the advanced preparation program that meets the individual needs of the candidates.</p> <p>Source: CEC <a href="#">§44270.1</a></p> <p>Source: California Commission On Teacher Credentialing, Certification, Assignment and Waiver Division- <a href="#">Administrative Services Credential Guidelines</a></p> <p style="text-align: right;">rev. 12/2007</p> | <p>and the equivalent elementary, secondary, or special education credential based on that program. Candidates must also complete three years of elementary, secondary, or special education teaching and an administrative preparation program and was issued, or qualified for, an administrative service credential based upon that program. Submission of two rigorous performance evaluations may also be required.</p> <p>Routes also exist for out-of-state applicants who do not meet the administrative experience requirements needed for a clear credential.</p> <p>Source: CEC <a href="#">§44270.3</a></p> <p style="text-align: right;">rev. 12/2007</p> |  |
| Colorado | <p>Principals: Candidates must complete an approved principal preparation program in an accepted institution of higher education, provide documented evidence of three or more years of full-time successful experience as a licensed or certificated professional in a public or non-public elementary or secondary school in this</p>  | <p>Out-of-state candidates may obtain administrator licensure by completing the appropriate degree, experience, and educational level for the license and endorsement requested. Candidates must complete a state-approved program at an accepted out-of-state institution in the</p>  | <p>The state has “alternative possibilities for superintendents.” The board of a local school district may enter into an employment contract with any person to serve as a district administrator based on qualifications set by the board.</p> <p>The department of education may issue a principal</p> |

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|             | <p>state or another state and pass the State Board adopted licensing assessments.</p> <p>Superintendents: Candidates must hold a baccalaureate degree from an accepted institution of higher education and complete an approved graduate program for school administration in an accepted institution of higher education or provide evidence of partial completion of an approved administration preparation program in each of two or more accepted institutions of higher education. Candidates must submit an application for an initial license and demonstrate professional competencies as evidenced by either a passing score on the State Board adopted licensing assessment in content/professional knowledge, or evidence of three years of professional administrative experience.</p> <p>Source: 1 CCR 301-37 Rules <u>3.03</u> through <u>3.04</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>endorsement area sought, be eligible to hold a standard license issued by the state education agency and provide evidence of satisfactory completion of the Colorado State Board of Education adopted assessments appropriate to the license requested.</p> <p>Source: 1 CCR 301-37 Rule <u>2.3</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p>authorization to a person who does not hold a principal license, but who meets other requirements. Statute specifies minimal requirements for individualized alternative principal programs.</p> <p>Source: COL. REV. STAT. ANN. <u>§22-63-201</u></p> <p>Source: 1 CCR 301-37 Rule <u>4.17</u></p> <p style="text-align: right;">rev. 12/2007</p>  |
| Connecticut | <p>Principals: Candidates must hold a master's degree from an approved institution, complete 18 semester hours of graduate credit in addition to the master's degree and complete 50 school months of successful teaching or service, which shall have been in public schools or in approved nonpublic schools or nonpublic schools approved by the appropriate governing body in another state in a position or positions requiring certification. Candidates must present a recommendation from the approved institution of preparation and complete graduate study in specified courses of not fewer than 36 clock</p>   | <p>Connecticut has signed an interstate agreement on qualifications for educational personnel.</p> <p>Note: All administrators prepared outside of Connecticut with fewer than 3 years within the last 10 years of administration experience who apply for the initial intermediate administration must pass either the CAT or SLLA in order to be certified. An applicant recommended by an out-of-state institution is eligible for a</p> | <p>No state policy found.</p> <p>However, a local or regional board of education may appoint as acting superintendent a person who is or is not properly certified for a specified period of time, not to exceed ninety days, with the approval of the Commissioner of Education. Such acting superintendent shall assume all duties of the superintendent for the time specified, provided such period of time may be extended with approval.</p> |

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|          | <p>hours, including study in understanding the growth and development of children who may require special education.</p> <p>Superintendents: Candidates must hold a master's degree from an approved institution and complete 30 semester hours of graduate credit beyond the master's degree. Candidates must also complete a minimum of 80 school months of successful teaching or service, at least 50 school months of which shall have been in public schools, approved nonpublic schools or nonpublic schools approved by the appropriate governing body in another state, in a position or positions requiring certification in the state in which employed. Also required are a minimum of 30 school months of full-time administrative or supervisory experience in public schools, approved nonpublic schools or nonpublic schools approved and a recommendation of an approved institution where the applicant has completed a planned program of preparation of superintendent of schools. Candidates must also complete specified graduate courses of not fewer than 36 clock hours, which shall include study in understanding the growth and development of children who may require special education.</p> <p>Source: CGS Regulation <a href="#">§10-145d-574</a></p> <p>Source: CGS Regulation <a href="#">§10-145d-585</a></p> <p style="text-align: right;">rev. 12/2007</p> | <p>one-year deferral of the CAT or SLLA.</p> <p>Source: 166 CGA <a href="#">§10-146c</a></p> <p style="text-align: right;">rev. 12/2007</p> | <p>Source: 166 CGA <a href="#">§10-157</a></p> <p style="text-align: right;">rev. 12/2007</p> |
| Delaware | Principals: Candidates must have a master's degree in educational leadership from an  | Delaware has signed the NASDTEC Interstate Contract for administrator   | No state policy found.  |

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|         | <p>NCATE state approved or affiliated program/organization, or a master's degree in any field from a regionally accredited college or university and successful completion of a Delaware approved alternative routes to certification program for school leaders. Until approval and implementation of alternative routes to certification program occurs, candidates completing the standard certificate should earn graduate credit in specified courses if not taken at the undergraduate level.</p> <p>Experience requirements include a minimum of three years of teaching experience at the level to be initially assigned as a school principal or assistant principal, except at the middle level, where the teaching experience may be at any pre-K to 12 level, or as a principal or assistant principal of a school for exceptional students, where the teaching experience must have been with one or more of the categories of exceptional children served by the school.</p> <p>Superintendents: No state policy found.</p> <p>Source: 15 Del. C. <u>§1200-3</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>reciprocity agreements.</p> <p>Source: 15 Del. C. <u>§1200-3</u></p> <p style="text-align: right;">rev. 12/2007</p>  | <p style="text-align: right;">rev. 12/2007</p>   |
| Florida | <p>Principals: Candidates must hold a master's or higher degree awarded by an acceptable institution and complete the Florida Educational Leadership Core Curriculum. Candidates must hold a valid professional certificate covering educational leadership, administration, or administration and supervision and document successful performance of the duties of the school principalship. Candidates must</p>   | <p>Florida has signed an interstates compact on certification requirements for educational personnel.</p> <p>Florida has two reciprocity routes for certified teachers and administrators to qualify for Florida's Professional Certificate. Route 1: Candidates must have a valid Standard Certificate Issued by a</p> | <p>No state policy found.</p> <p>However, school district boards have authority to appoint persons to the position of school principal who do not hold educator certification.</p> <p>Source: Florida Statutes <u>1001.42</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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|         | <p>demonstrate successful performance of the competencies of the school principalship standards, documented by the Florida district school superintendent based on a performance appraisal system approved by the district school board and the Department.</p> <p>Superintendents: No state policy found.</p> <p>Source: Rule <u>6A-4.0081</u> through <u>6A-4.0083</u><br/>rev. 12/2007</p>  | <p>State Other than Florida. The certificate must be a standard or Level II certificate issued by the other state or US territory, and the certificate must be currently valid (not expired or revoked). The subject/s shown on your certificate must be considered comparable to a subject/s issued in Florida. Route 2: Candidates must have a certificate Issued by the National Board for Professional Teaching Standards (NBPTS). The NBPTS certificate must be currently valid. The Florida certificate will reflect the Florida subject considered comparable to the NBPTS subject.</p> <p>Source: Florida Statutes <u>1012.99</u></p> <p>Source: Florida DOE Certification Website<br/>rev. 12/2007</p> |  |
| Georgia | <p>Principals and Superintendents: Candidates must hold a master's degree or higher from a PSC-approved accredited institution. Except for a Permit for the specific job of superintendent, the applicant for this certificate must also have three years of acceptable school experience. In most cases applicants must complete a state approved program, the appropriate content assessment(s) and be recommended by the approved provider. However, requirements vary based on the clear, intern or non-renewable professional certification levels.</p> | <p>Georgia accepts educational leadership certification fields from some other states, as listed as part of the NASDTEC Interstate agreement, with the provision that certain special requirements must be met to obtain a clear renewable professional Georgia certificate.</p> <p>Source: PSC Rule <u>505-2-.15</u><br/>rev. 12/2007</p>  | <p>No state policy found.</p> <p>However, at the discretion of the local employing school system, an initial permit may be issued in the field of educational leadership to individuals outside the traditional educational route who are selected to serve in a leadership role of superintendent or principal if specific conditions are met. Non-renewable certificates may also be issued in all teaching, service and educational leadership fields.</p> <p>Source: PSC Rule <u>505-2-.10 (12)</u></p> <p>Source: PSC Rule <u>505-2-.06</u></p> |

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|        | Source: PSC Rule <u>505-2-.300</u><br><br>rev. 12/2007  |  | Source: PSC Rule <u>505-2-.300</u><br><br>rev. 12/2007   |
| Hawaii | Principals: Candidates must have not less than five years of appropriate school-level experience of which at least three years shall have been as a teacher.<br><br>Superintendents: Candidate will be appointed by a majority of the members of the board.<br><br>Source: HRS <u>§302A-605</u><br><br>Source: HRS <u>§302A-1101</u><br><br>Source: DOE <u>1310</u><br><br>rev. 12/2007   | The department may issue a license to a teacher with a valid out-of-state license who has passed similar, though not identical, tests in basic skills, pedagogy, and subject matter to those required for licensure in the state.<br><br>Source: HRS <u>§302A-802</u><br><br>rev. 12/2007  | No state policy found.<br><br>rev. 12/2007   |
| Idaho  | Principals: Candidates must have a masters degree from an accredited university and four years of fulltime certificated experience working with students PreK-12 while under contract in a school setting. Candidates must also have completed an administrative internship or have one year of experience as an administrator in grades PreK-12. Candidates must provide verification of completion of a state approved program of at least thirty semester credit hours or forty five quarter credit hours, of graduate study in school administration for the preparation of school principals at an accredited college or university.<br><br>Superintendents: Candidates must have an | The Department of Education may award Idaho certificates to out-of-state candidates from regionally accredited institutions meeting equivalent requirements for certification in other states when they substantially meet the requirements for the Idaho certificate.<br><br>The department of education may issue a three year interim certificate to those applicants who hold a valid certificate/license from another state or entity that participates in the NASDTEC agreement.<br><br>Source: <u>IDAPA 08.02.02.14</u> | No state policy found.<br><br>Alternative authorization is available allowing Idaho school districts to request emergency endorsement/ certification when a position requiring the pupil personnel services certificate cannot be filled with someone who has the correct endorsement/certification. Candidates must meet specified initial requirements and work toward completing an alternative route preparation program.<br><br>Source: <u>IDAPA 08.02.02.047</u><br><br>rev. 12/2007 |

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|          | <p>education specialist or doctorate degree or complete a comparable postmaster's sixth year program at an accredited college or university and complete four years of fulltime certificated/licensed experience working with students PreK-12 while under contract in a school setting. Candidates must also complete an administrative internship for the superintendent endorsement or have one year of out of state experience as an assistant superintendent or superintendent in grades PreK-12 while holding that state's administrative certificate. Candidates must provide verification of completion of an approved program of at least thirty semester credit hours or forty five quarter credit hours of postmaster's degree graduate study for the preparation of school superintendents at an accredited college or university.</p> <p>Source: <u>IDAPA 08.02.02.26</u></p> <p>rev. 12/2007</p> | <p>Source: <u>IDAPA 08.02.02.15</u></p> <p>rev. 12/2007</p>   |   |
| Illinois | <p>Principals: Candidates must have graduated from an accredited college or university, with a master's degree in a management field or with a bachelor's degree and the life experience equivalent of a master's degree in a management field as determined by the State Board of Education. Candidates must have successfully completed the first phase of the alternative certification program including a course of study offered on an intensive basis in education management, governance, organization, and planning, an assignment to a full-time position for one school year as an</p>  | <p>Out-of state applicants who have earned a valid comparable certificate but do not meet all of Illinois' requirements may obtain a provisional administrative certificate. The first year of the two year certificate expires on June 30 following the date of issue. When a provisional certificate has been issued and the holder has not passed the required Illinois examinations within nine months after the issue date, the certificate will be canceled.</p> <p>Source: DOE, Requirements for</p> | <p>Yes. The State Board of Education, in consultation with the State Teacher Certification Board and an advisory panel consisting of no less than 7 administrators appointed by the State Superintendent of Education, established an alternative route to administrative certification program. This program awards nonrenewable provisional alternative administrative certificates, valid for one year.</p> <p>An alternative route for administrative certificates also exists for National Board Certified Teachers.</p> |

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|         | <p>administrator and a comprehensive assessment of the person's performance by school officials in addition to a recommendation to the State Board of Education.</p> <p>Superintendents: Candidates must be of good character, obtain a master's degree, and earn at least 20 semester hours of credit in professional education at the graduate level. Candidates must also hold either a valid all grade supervisory certificate, state limited supervisory certificate, state life supervisory certificate, or administrative certificate. Also required are at least 4 years experience in teaching. Two of the four previous years should be spent full time teaching or supervising in the common public schools or serving as a county superintendent of schools or regional superintendent of schools for an educational service region in the State of Illinois.</p> <p>Source: DOE, Requirements for <u>Certification</u></p> <p>Source: 105 ILCS 5/21-5(d)</p> <p>Source: 105 ILCS 5/3-0.01</p> <p style="text-align: right;">rev. 12/2007</p> | <p><u>Certification</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p>Source: 105 ILCS 5/21-5(d)</p> <p>Source: 105 ILCS 5/21-5(e)</p> <p style="text-align: right;">rev. 12/2007</p>  |
| Indiana | <p>Principals: Candidates must have a professional license in early childhood, kindergarten-primary, elementary or junior high/middle school education and complete a minimum of forty-five semester hours of graduate credit at a regionally accredited teacher preparation institution. Candidates must also receive</p>  | <p>Graduates of a National Council for the Accreditation of Teacher Education (NCATE) institution approved to offer administrative, supervisory, or school services programs are eligible for the comparable Indiana standard license if they have completed the necessary years</p> | <p>No state policy found.</p> <p>However, the professional standards board has the right to make exceptions in the administration and application of its rules if the board finds that the applicant has educational experience equivalent to the educational requirements under the rules, the</p> |

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|      | <p>recommendation from the accredited institution where the approved qualifying program was completed.</p> <p>Superintendents: Candidates must have a professional license in early childhood, kindergarten-primary, elementary, junior high/middle school, secondary or all grade education, a specialist in education degree and equivalent degree or a higher degree from a regionally accredited institution. Candidates must also complete specified graduate work in administration and must be recommended by the accredited institution where the approved qualifying program was completed.</p> <p>Source: <u>515 IAC 1-1-80</u> through <u>515 IAC 1-1-82</u></p> <p>rev. 12/2007</p> | <p>of teaching experience at the appropriate level in an accredited school, meet specified degree requirements and hold a currently valid out-of-state license in the area comparable to the Indiana standard license.</p> <p>Source: <u>515 IAC 1-2-11</u></p> <p>rev. 12/2007</p>   | <p>applicant has passed an examination or assessment equivalent to the applicable examination or assessment for certification or licensing under the rules of the board and the applicant has demonstrated work or related experience that is sufficiently related to the practice of teaching. The professional standards board may not grant an exception to any requirements that are provided by statute.</p> <p>Source: <u>515 IAC 1-2-22</u></p> <p>rev. 12/2007</p> |
| Iowa | <p>Principals: Candidates must hold a master's degree and complete a sequence of courses and experiences which may have been a part of, or in addition to degree requirements. Three years of teaching experience at the PreK-12 level are required. A bill signed into law in May 2003 requires the State Board of Educational Examiners to adopt criteria for administrator endorsements that allow one to obtain an endorsement to work as an elementary or secondary school principal regardless of the grade level at which the individual accrued teaching experience.</p> <p>Superintendents: Candidates must earn a</p>   | <p>The board may issue a license to an applicant from another state or country if the applicant files evidence of the possession of the required or equivalent requirements with the board. The executive director of the board may, subject to board approval, enter into reciprocity agreements with another state or country for the licensing of practitioners on an equitable basis of mutual exchange, when the action is in conformity with law.</p> <p>Source: <u>IAC 272.8</u></p> | <p>No state policy found.</p> <p>rev. 12/2007</p>  |

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|               | <p>specialist degree (or its equivalent: A master's degree plus at least 30 semester hours of planned graduate study in administration beyond the master's degree) and complete a sequence of courses and experiences which may have been part of, or in addition to, these degree requirements. Also required are a practicum in PreK-12 school administration and three years of experience as a building principal or other PK-12 district-wide or area education agency administrative experience.</p> <p>Source: IAC <u>272.9A</u></p> <p>Source: BOEE <u>Administrative Endorsements</u></p> <p>Source: BOEE <u>Requirements for Licenses</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p style="text-align: right;">rev. 12/2007</p>  |  |
| <p>Kansas</p> | <p>Principals: Candidates for a conditional school leadership license should submit an official transcript verifying the granting of a graduate degree, verification from an accredited institution by a designee of the graduate-level school leadership program, verification of a minimum 3.25 cumulative GPA on a 4.0 scale in graduate coursework and verification of successful completion of a school leadership assessment as determined by the state board. Candidates should also verify at least one year of recent accredited experience or at least eight</p>   | <p>Any person who holds a valid teaching, school leadership, or school specialist license issued by another state may obtain a conditional or a professional license if certain requirements are met.</p> <p>Source: Teacher Education and Licensure-- Regulations and Standards For Kansas Educators <u>§91-1-204(c)(1)</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>No state policy found.</p> <p>However, candidates may obtain a conditional school leadership license or a restricted district leadership license by meeting certain requirements.</p> <p>Source: Teacher Education and Licensure-- Regulations and Standards For Kansas Educators <u>§91-1-203(2)</u></p> <p>Source: Teacher Education and Licensure-- Regulations and Standards For Kansas Educators</p> |

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|          | <p>semester hours of recent credit and verification of three years of experience in a state-accredited school while holding a professional teaching license, a professional school specialist license, a professional clinical license, or a full vocational-technical certificate.</p> <p>Superintendents: Candidates should submit verification of successful completion of the school leadership performance assessment prescribed by the state board while employed in a school accredited by the state board or by a national or regional accrediting agency recognized by the state board. Also required are verification of at least one year of recent accredited experience or at least eight semester hours of recent credit.</p> <p>Source: Teacher Education and Licensure-- Regulations and Standards For Kansas Educators §91-1-203(a)(2)</p> <p>Source: Teacher Education and Licensure-- Regulations and Standards For Kansas Educators §91-1-203(b)(2)</p> <p style="text-align: right;">rev. 12/2007</p> |  | <p>§91-1-203(j)</p> <p style="text-align: right;">rev. 12/2007</p>   |
| Kentucky | <p>Principals: Candidates must complete an approved program of preparation, have three years of full-time teaching experience and have successfully completed the appropriate assessment requirements. Candidates must also hold a masters degree in education and complete one year in the Kentucky Principal Internship Program (KPIP).</p>  | <p>Kentucky has signed an interstate agreement on qualifications of educational personnel.</p> <p>Out-of-state principal applicants are required to take the new School Leaders Licensure Assessment and the Kentucky Specialty Test of Instructional and Administrative Practices. Out of state</p> | <p>Yes. The Kentucky General Assembly has enacted alternative routes to teacher and administrator certification for persons who have demonstrated exceptional work and/or educational experiences.</p> <p>Source: The Education Professional Standards Board- <u>Alternative Routes to Certification</u></p> |

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|           | <p>Superintendents: Candidates must complete an approved program of preparation, have the appropriate requirements for certification, as established in KAR Title 16; and have at least two years of approved experience. Other administrative experience may be substituted for this requirement with the approval of the Education Professional Standards Board. Candidates must also hold a valid statement of eligibility for a Kentucky teaching certificate, a masters degree and complete principal preparation levels I and II.</p> <p>Source: 16 KAR <u>3:050</u></p> <p>Source: 16 KAR <u>6:030</u></p> <p>Source: 16 KAR <u>3:010</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>principal certification applicants who have two years of fulltime principal experience may be waived from the SLLA test. These individuals are required to take only the Kentucky-based test. Out of state principal applicants who do not have two years of verified experience as a fulltime principal must participate in and successfully complete the one year Kentucky Principal Internship Program.</p> <p>Source: KRS <u>161.124</u></p> <p>Source: 16 KAR <u>3:010</u></p> <p style="text-align: right;">rev. 12/2007</p>         | <p style="text-align: right;">rev. 12/2007</p>   |
| Louisiana | <p>Principals: Candidates must hold or be eligible to hold a valid Louisiana Type B or Level 2 teaching certificate or have a comparable level out-of-state teaching certificate and three years of teaching experience in his/her area of certification. Candidates must also complete a competency-based graduate degree preparation program in the area of educational leadership from a regionally accredited institution of higher education and have a passing score on the School Leaders Licensure Assessment (SLLA).</p> <p>Superintendents: Candidates must have a valid Louisiana Level 2 Educational Leader</p>   | <p>There is a standard, three year, non-renewable Louisiana certificate issued to an individual who holds out-of-state certification as a principal (or comparable educational leader certificate) and has not met Louisiana's Praxis and/or NTE requirements. It authorizes the individual to serve as a principal in a Louisiana public school system, and is issued when the individual anticipates immediate administrative employment in a Louisiana public school system. These certification requirements are outlined in statute.</p> | <p>Yes. Three alternate paths are available to individuals seeking an Educational Leader Certificate Level 1. Program routes are outlined in state statute.</p> <p>Source: <u>§705(2)</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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|       | <p>certificate or one of the Louisiana administrative/supervisory certifications that preceded the 2006 Educational Leadership Certification structure, five years of teaching experience in his/her area of certification, five years of successful administrative or management experience in education at the level of assistant principal or above. Candidates must also pass the School Superintendent Assessment (SSA).</p> <p>Source: <u>§705</u></p> <p>Source: <u>§709</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p>Source: <u>§721</u></p> <p style="text-align: right;">rev. 12/2007</p>   |   |
| Maine | <p>Principals and Superintendents: Candidates must earn a bachelor's degree and a masters degree from an accredited college or university degree, in any field. Candidates must also have evidence of a minimum of three years of satisfactory public or private school teaching experience or a minimum of three years of equivalent teaching experience in an instructional setting (e.g., military, business, post-secondary, industry schools). Also required is evidence of a minimum of three years of previous administrative experience in schools or an institutional setting (e.g., military, business, industry, public or private agency), completed approved courses and an approved internship or practicum based on the standards of the Interstate School Leaders Licensure Consortium and Satisfactory.</p> <p>Source: <u>CMR 05 071-115.8.1 (Part I)</u></p> | <p>Maine has signed an interstate agreement on certification requirements for educational personnel.</p> <p>An individual certified in a state other than Maine may be eligible for a one-year, non-renewable Maine administrator certificate if the individual has three years of administrative experience using the type of certification being sought, holds a master's degree; and holds the same type of certificate from a state other than Maine.</p> <p>Source: <u>CMR 05 071-115.4.2</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>No state policy found.</p> <p>However, conditional, targeted need, and transitional endorsement certification routes are available for administrator certification. Other certification pathways allow candidates meet the ISLLC standards through successful completion of the School Superintendent Assessment or coursework or equivalent training.</p> <p>Source <u>CMR 05 071.115.4.2C (Part I)</u></p> <p>Source: <u>CMR 05 071.115.4.5 (Part II)</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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|          | Source: <u>CMR 05 071-115.4.1 (Part II)</u><br><br>rev. 12/2007   |   |  |
| Maryland | <p>Principals: Candidates must have a master's degree and 27 months of satisfactory teaching performance or satisfactory performance on a professional certificate or satisfactory performance as a certified specialist. Candidates must also have completed a department-approved program which leads to certification as a supervisor of instruction, assistant principal, or principal that includes the outcomes in the Maryland instructional leadership framework, an approved program which leads to certification as a supervisor of instruction, assistant principal, or principal in accordance with the interstate agreement, or 18 semester hours of graduate course work that includes an internship or practicum. Candidates must also present evidence of a qualifying score as established by the State Board on a Department-approved principal certification assessment.</p> <p>Superintendents: Candidates must meet the requirements for certification in early childhood education, elementary education or a secondary education area, have a master's degree from an IHE, have 3 years of successful teaching experience and 2 years of administrative or supervisory experience; and have successfully completed a 2-year program with graduate courses in administration and supervision in an institution or institutions approved by an</p> | <p>Maryland has signed an interstate agreement on the qualification of educational personnel.</p> <p>A principal who enters Maryland from another state may obtain an Administrator II certificate if that principal held a valid professional state certificate and verification of at least 27 months of satisfactory performance as a principal during the past 7 years on the basis of which application is being made for a like or comparable Maryland certificate.</p> <p>Source: <u>§6-604</u></p> <p>Source: COMAR <u>13A.12.04.04(c3)</u><br/><br/>rev. 12/2007</p> | <p>No state policy found.</p> <p>However, a conditional license may be issued at the request of a local school system superintendent to an applicant employed in a local school system who does not meet all certification requirements.</p> <p>The State Superintendent of Schools has the authority to waive the specific requirements for a certificate in an individual case if the State Superintendent of Schools determines, after thorough investigation, that the applicant's preparation or experience, or both, are adequate to justify a waiver.</p> <p>A local school system shall request a conditional specialist, administrator, or supervisor certificate only if the local school system is unable to fill a position with a qualified person who holds a professional certificate</p> <p>Source: COMAR <u>13A.12.01.08(b)</u></p> <p>Source: COMAR <u>13A.12.01.14</u></p> <p>Source: Maryland <u>Division of Certification and Accreditation</u></p> <p>rev. 12/2007</p> |

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|               | <p>accrediting agency recognized by the State Superintendent of Schools. Graduate work may be applied toward the requirements of this section, provided that a minimum of 60 semester hours of graduate work is presented.</p> <p>Source: COMAR <u>13A.12.04.04</u></p> <p>Source: COMAR <u>13A.12.04.03</u></p> <p style="text-align: right;">rev. 12/2007</p>   |  |   |
| Massachusetts | <p>Principals: Candidates must obtain an initial license by completing at least three full years of employment in an executive management/leadership role or in a supervisory, teaching, or administrative role in an educational setting. Initial license also requires passing a performance assessment and completion of an approved program of study that includes a supervised practicum/practicum. Professional licenses require candidates to complete a one-year induction program and at least three full years of employment under the initial school principal license.</p> <p>Superintendents: Candidates must obtain principal prerequisites and in addition, possess at least an initial license in another educational role or preliminary superintendent/assistant superintendent license. Also required are three full years of employment in a district-wide, school-based, or other educational setting.</p> | <p>The commissioner of education can issue a waiver for a principal or superintendent. The waiver is valid for 1 year and renewable.</p> <p>Source: 603 CMR <u>7.03(1)(a)</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>No state policy found.</p> <p>However, the commissioner may exempt a district for any one school year from the requirement to employ personnel licensed or certified upon request of a superintendent and demonstration to the Commissioner that the district has made a good-faith effort to hire licensed or certified personnel, and has been unable to find them. Persons employed under waivers must demonstrate that they are making continuous progress toward meeting the requirements for licensure or certification in the field in which they are employed.</p> <p>Source: 603 CMR <u>7.14(13)</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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|           | Source: 603 CMR <u>7.09(1)(2)</u><br><br>rev. 12/2007  |   |   |
| Michigan  | Principals and Superintendents: Candidates must possess a master's degree or higher from an accredited and recognized college or university and complete a state board-approved program in school administration at least at the master's degree level. The program shall include, but not be limited to, a minimum of 18 semester hours of graduate credit, in K-12 school administration. Candidates must also complete at least 21 semester hours of credit at the post-master's degree level.<br><br>Source: Mich. Adm. Code <u>R 380.107</u><br><br>rev. 12/2007  | Out-of-state credit for an administrator's preparation program should be completed at a regionally or nationally accredited college or university whose accrediting body is recognized by the United States department of education or with state board approval. The state board may accept an administrator's certificate from another state or a foreign country as a basis for the issuance of a comparable initial Michigan administrator basic certificate.<br><br>Source: Mich. Adm. Code <u>R 380.106</u><br><br>rev. 12/2007               | No state policy found.<br><br>rev. 12/2007  |
| Minnesota | Principals and Superintendents: Candidates must complete a specialist or doctoral program or a program consisting of a master's degree plus 45 quarter credits in school administration. Each program must be approved by the commissioner and be offered at a regionally accredited Minnesota graduate school. Programs must include field experience of at least 320 hours or eight weeks to be completed within 12 continuous months in elementary or secondary schools as an administrative aide to a licensed and practicing school principal, or have placement with a licensed educational administrator appropriate for the school | Minnesota has signed an interstate agreement on qualifications of educational personnel. Candidates who complete approved programs in colleges and universities leading to licensure within states which have signed contracts with Minnesota according to the interstate agreement will be granted a Minnesota entrance license. Candidates who complete programs leading to licensure in colleges and universities within states which have not signed contracts with Minnesota according to the interstate agreement will be granted a Minnesota | Yes. Alternative pathways exist for candidates seeking superintendent or administrative licensure without the required teaching and/or administrative experience outlined in 3512.0200.<br><br>Source: MN Rule: <u>3512.0700</u><br><br>Source: MN Rule: <u>3512.0800</u><br><br>rev. 12/2007 |

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|             | <p>superintendency and principalship. Candidates must also have three years of successful classroom teaching experience while holding a classroom teaching license valid for the position or positions in which the experience was gained. Additional field experience may also be required of candidates.</p> <p>Source: MN Rule <u>3512.0200</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p>entrance license when specific criteria have been met.</p> <p>Source: MN Rule <u>3512.2600</u></p> <p style="text-align: right;">rev. 12/2007</p>  |  |
| Mississippi | <p>Principals: Candidates must hold a five year educator license, verify three years of teaching experience and complete an approved master's, specialist, or doctoral degree in educational administration/leadership from a state approved regionally/nationally accredited institution of higher learning. Candidates must also complete the School Leaders Licensure Assessment (SLLA)-Educational Testing Service and submit an institutional recommendation documenting completion of an approved planned program in educational leadership/supervision through a state-approved or regionally/nationally accredited institution of higher learning.</p> <p>Superintendents: Candidates must be eligible to hold a valid Class AA administrator's certificate issued by the State Department of Education and have had not less than four years of classroom or administrative experience.</p> <p>Source: MS Code <u>37-9-8</u></p> | <p>Out-of-state candidates for teacher certification must comply with standards under the National Council for Accreditation of Teacher Education (NCATE) or the National Association of State Directors of Teacher Education and Certification (NASDTEC). However, no state policy was found specifying principal and superintendent portability of waivers.</p> <p>Source: MS Code <u>37-9-8</u></p> <p>Source: MDE General Guidelines for Mississippi <u>Educator Licensure</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>An alternative route entry level license exists for applicants who have not completed an educational administration/leadership program. This license is limited to entry level administrative positions such as assistant principals, coordinators, or assistant coordinators.</p> <p>Source: MDE General Guidelines for Mississippi <u>Educator Licensure</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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|          | <p>Source: MS Code <u>37-9-13</u></p> <p>Source: MDE General Guidelines for Mississippi <u>Educator Licensure</u></p> <p>rev. 12/2007</p>  |   |   |
| Missouri | <p>Principals: Candidates must have a master's degree in educational leadership from a state approved college/university, a Missouri certificate of license to teach (or meet other requirements from a state-approved teacher preparation program) and a minimum of 2 years of teaching experience. Candidates must also meet specified course requirements, complete the state approved assessment process, achieve a passing score on a state-approved exit exam, and receive a recommendation for certification from the designated official of the college/university approved by the Missouri Department of Elementary and Secondary Education.</p> <p>Superintendents: Candidates must have a Missouri certificate of license to teach (or meet other requirements from a state-approved teacher preparation program), experience at least 1 year as a building or district level administrator and complete the district-level administrator's assessment process. Candidates are also required to earn an educational specialist or advanced degree in education leadership, obtain a recommendation from the designated official of the college/university and complete specified courses.</p> <p>Source: DOE, Division of Teacher Quality and</p> | <p>No state policy found.</p> <p>rev. 12/2007</p> | <p>No state policy found.</p> <p>rev. 12/2007</p> |

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|          | <p><u>Urban Education, Administration Requirements</u></p> <p>rev. 12/2007</p>  |   |  |
| Montana  | <p>Principals: Candidates must obtain a master's degree in educational leadership from an accredited professional educator preparation program and complete a minimum of three years of successful experience as an appropriately licensed and assigned teacher at any level within K-12. Candidates must also have at least six graduate semester credits in educational leadership and curriculum.</p> <p>Superintendents: Candidates must obtain an education specialist degree or doctoral degree in education leadership from an accredited professional educator preparation program and complete one year of administrative experience as an appropriately licensed principal. This administrative experience may also be gained with one year of a supervised board of public education approved administrative internship as a superintendent; or a master's degree in education leadership or equivalent from an accredited professional educator preparation program as determined by the university system.</p> <p>Source: ARM <u>10.57.417</u></p> <p>Source: ARM <u>10.57.414</u></p> <p>rev. 12/2007</p> | <p>No state policy found.</p> <p>rev. 12/2007</p> | <p>Yes. Alternative licensure may be obtained for both principals and superintendents.</p> <p>Source: ARM <u>10.57.27</u></p> <p>Source: ARM <u>10.57.30</u></p> <p>rev. 12/2007</p> |
| Nebraska | <p>Principals: Candidates must have received a master's degree in education or an approved</p>  | <p>No state policy found.</p>                     | <p>No state policy found.</p>  |

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|        | <p>subject area and qualify for or hold one or more educational administration endorsements. Within five years prior to the date of application candidates must have received six semester hours of graduate credit for specified course work or within five years prior to the date of application, have administered half-time or more for two consecutive school years in the same accredited or approved school or educational service unit in another state wherein the applicant held a standard administrative certificate or its equivalent.</p> <p>Superintendents: A standard administrative certificate may be valid for superintendents if so endorsed.</p> <p>Source: NDE Rule <u>21.004.03</u></p> <p>Source: NDE Rule <u>21.004.02</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p style="text-align: right;">rev. 12/2007</p>  | <p>However, provisional, conditional and temporary license may be issued to administrator candidates who meet certain requirements and/or are in the application approval process.</p> <p>Source: NDE Rule <u>21.004.09</u></p> <p>Source: NDE Rule <u>21.006.02</u></p> <p>Source: NDE Rule <u>21.008.02</u></p> <p style="text-align: right;">rev. 12/2007</p> |
| Nevada | <p>Principals and Superintendents: Candidates must hold a master's degree, a valid license to teach elementary, secondary or K-12 education, evidence of 3 years of teaching experience in kindergarten or grades 1 through 12 in schools approved by the State and at least 36 semester hours of graduate courses in the administration of a school.</p> <p>Source: NAC <u>391.170</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p>Nevada has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> <p>Source: NAC <u>391.054</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>The Superintendent of Public Instruction may issue a provisional 1-year license or endorsement to an applicant if he otherwise meets the qualifications for licensure, but lacks specific requirements.</p> <p>Source: NAC <u>391.056</u></p> <p style="text-align: right;">rev. 12/2007</p>  |
| New    | Principals: Candidates must have completed at  | New Hampshire has signed an interstate  | Yes. Alternative paths to certification are available  |

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| Hampshire  | <p>least 3 years of successful experience as an educator and a program approved by the state board of education in school administration/leadership. Candidates must also be recommended for this certification by the designated official of the preparing collegiate department of education or demonstrate competencies, skills, and knowledge through experience in comparable leadership positions in education.</p> <p>Superintendents: Candidates must have completed a state board of education approved educational administration collegiate program at the certificate of advanced graduate study (CAGS) or doctoral level. Candidates must submit a college or university transcript(s) that demonstrates sufficient mastery of the subject matter of an educational administration collegiate program or have acquired specific competencies, skills, and knowledge through experience in comparable leadership positions in education or other professions.</p> <p>Source: Administrative Rules Ed <u>506.04(a)</u></p> <p>Source: Administrative Rules Ed <u>506.01</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>agreement on the qualifications of educational personnel.</p> <p>Source: DOE, Bureau of Credentialing, <u>Interstate Contract</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p>for administrator candidates demonstrating required competencies and experiences. Alternative licensure may also be obtained in critical shortage areas.</p> <p>Source: DOE, <u>Bureau of Credentialing</u></p> <p style="text-align: right;">rev. 12/2007</p>            |
| New Jersey | <p>Principals: Candidates must hold a master's or higher degree from a regionally accredited college or university in educational leadership, complete graduate study, either within the master's program or in addition to it in specified topics and pass a state-approved examination.</p>   | <p>Each candidate who holds an out-of-state principal or administrative certificate but does not hold the required master's or higher degree may be eligible for the principal or administrative certificate by meeting certain requirements that may include completion of a masters degree in</p> | <p>No state policy found.</p> <p>However, candidates who can provide documentation of at least five years of successful full-time teaching experience under a valid New Jersey or out-of- state teaching certificate and a master's degree or higher may be eligible for</p> |

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|            | <p>Superintendents: Candidates must hold a master's or higher degree from a regionally accredited college or university in educational leadership or in one of the recognized fields of leadership or management such as public administration or business administration, or in curriculum and instruction. Candidates must complete graduate study, either within the master's program or in addition to it and pass a state-approved examination of knowledge that is acquired through study of topics aligned with the Professional Standards for School Leaders and that is most directly related to the functions of superintendents.</p> <p>Note: Other requirements exist for administrative and principal standard certificates.</p> <p>Source: N.J.A.C <u>6A:9-12.4</u> through <u>6A:9-12.5</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>specified areas, school based leadership experience or passing a state-approved exam.</p> <p>Source: <u>6A:9-12.4(i)</u></p> <p>Source: <u>6A:9-12.5 (i)</u></p> <p style="text-align: right;">rev. 12/2007</p>  | <p>principal certification by meeting specified requirements.</p> <p>Candidates who hold a valid New Jersey or out-of-State supervisor endorsement and a master's degree or higher, but have zero to five years supervisory experience, may be eligible for principal certification by meeting specified requirements.</p> <p>Source: <u>6A:9-12.5(K)(L)</u></p> <p style="text-align: right;">rev. 12/2007</p>  |
| New Mexico | <p>Principals: Candidates must earn a bachelor's degree and master's degree from a regionally accredited college or university that includes an apprenticeship/internship. Candidates who entered an administrator preparation program on or after April 4, 2003, must teach while holding a valid level 3-A New Mexico teaching license for at least one full school year or hold a current level 2 teaching license and for at least four years have held a level 3 school counselor's license while working as a teacher or school counselor. Candidates who entered an administrator preparation program prior to April</p>   | <p>Candidates seeking reciprocal administrative licensure must hold a master's degree or higher degree from a regionally accredited or PED approved college or university, a valid administrator's license or licenses issued by a state education agency or department of defense dependent schools or foreign country and have completed a regionally accredited college or university education administrator preparation program accepted by the PED. Candidates must also hold and provide a copy of a valid</p> | <p>Yes. An applicant may be eligible for alternative administrator licensure without completing an administrator preparation program by earning a post-baccalaureate degree and completing at least six years of administrator experience at the post-secondary level. This candidate must complete an internship of at least one full school year while holding an administrator internship license and working as an administrator in a school district, charter school, private school or state agency education program. Upon completion of the internship a candidate who has met these requirements may be issued an alternative level 3-B</p> |

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|          | <p>4, 2003, must hold a valid level 2 New Mexico teaching license. Also required are a minimum of eighteen semester hours of graduate credit in an educational administration program. A candidate who applies for licensure in educational administration on or after the September 2007 must pass the licensure test in administration prior to the issuance of the license.</p> <p>Superintendents: No state policy found.</p> <p>Source: <u>6.62.2.8</u> NMAC</p> <p style="text-align: right;">rev. 12/2007</p>  | <p>teaching license or licenses issued by a state education agency and provide evidence of having satisfactorily worked under their out of state teaching or administrative license or licenses for at least seven full years at any time preceding their application for New Mexico licensure in education administration.</p> <p>Source: <u>6.60.4.8</u> NMAC</p> <p style="text-align: right;">rev. 12/2007</p> | <p>administrator license.</p> <p>Source: <u>6.60.3.9</u> NMAC</p> <p style="text-align: right;">rev. 12/2007</p>  |
| New York | <p>Principals: Candidates must have a masters degree and complete a New York registered program for school building leaders. Candidates must also receive an institutional recommendation, pass a school building leader examination, complete three years of paid, full-time classroom teaching experience, and receive a fingerprint clearance.</p> <p>Superintendents: Candidates must have a masters degree and complete a New York registered program for school district leaders along with sixty hours of approved graduate coursework. Candidates must receive an institutional recommendation, complete three years of paid, full time administrative/classroom experience, present evidence of US citizen status and pass a school district leader exam as well as a fingerprint clearance.</p> <p>Source: DOE, <u>Office of Teaching Initiatives</u></p> | <p>New York has signed an interstate agreement on the qualifications of educational personnel.</p> <p>Source: <u>§3030</u></p> <p>Source: DOE, Office of Teaching Initiatives, <u>Interstate Agreement</u></p> <p style="text-align: right;">rev. 12/2007</p>  | <p>No state policy found.</p> <p>However, school district leader candidates may receive a Transitional D certificate while enrolled in a New York registered alternative program after meeting certain requirements.</p> <p>Note: The commissioner, at the request of a board of education, may provide for the issuance of a certificate as superintendent of schools to exceptionally qualified persons who do not meet all of the graduate course or teaching requirements of subdivision one of this section, but whose exceptional training and experience are the substantial equivalent of such requirements and qualify such persons for the duties of a superintendent of schools.</p> <p>Source: DOE, <u>Office of Teaching Initiatives</u></p> <p>Source: <u>§3003</u></p> |

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|                | Source: <u>§3003</u><br><br>rev. 12/2007   |   | rev. 12/2007  |
| North Carolina | <p>Principals: Candidates must have completed a state approved teacher education program from a regionally accredited college or university and have met North Carolina Praxis testing requirements or have national Board Certification. Candidates must also complete an approved program in school administration at the master's level or above and meet the required score of 155 or higher on the School Leaders Licensure Assessment (SLLA) Test administered by <u>ETS</u>.</p> <p>Superintendents: Each local board of education has the sole discretion to elect a superintendent of schools. However, the State Board adopts rules that establish the qualifications for election. At a minimum, each superintendent shall have been a principal in a North Carolina public school or shall have other leadership, management, and administrative experience. In addition, the State Board shall adopt rules that include minimum credentials, educational prerequisites, and relevant experience requirements that would qualify a person to serve as a superintendent without having direct experience or certification as an educator. It is the duty of each local board to elect a superintendent who is qualified.</p> <p>Source: N.C. GEN. STAT <u>§115C-284</u></p> | <p>North Carolina has signed an interstate agreement on qualifications of educational personnel.</p> <p>Source: N.C. GEN. STAT <u>§115C-349</u><br/><br/>rev. 12/2007</p> | <p>No state policy found.</p> <p>However, the State Board may adopt rules that include minimum credentials, educational prerequisites, and relevant experience requirements that would qualify a person to serve as a superintendent without having direct experience or certification as an educator. It is the duty of each local board to elect a superintendent who is qualified</p> <p>Source: <u>§115c-271(a)</u><br/><br/>rev. 12/2007</p> |

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|                     | <p>Source: N.C. GEN. STAT <u>§115C-271</u></p> <p>Source: Department of Public Instruction<br/><u>Licensure Information</u></p> <p>rev. 12/2007</p>   |   |  |
| <p>North Dakota</p> | <p>Principals: Candidates must have a valid North Dakota educator's professional license and at least three years of teaching or administrative experience or an equivalent combination of experiences approved by the board. A master's degree from a state-approved program in educational administration and specified hours of graduate credit taken in a master's degree program are required for level I and level II credentials.</p> <p>Superintendents: Candidates must hold a valid North Dakota teaching license and complete at least three years of teaching experience verified in a letter of recommendation by a supervisor or employer. Candidates must also have at least two years of verified administrative experience comprised of at least half time as an elementary or secondary principal, a central office administrator, or an administrator of an approved school with a twelve-year program. Candidates must have completed the requirements for the level I elementary or secondary principal credential and eight additional hours of coursework specific to the superintendency.</p> <p>Source: Administrative Rule <u>67-11-06-05</u></p> | <p>No state policy found.</p> <p>rev. 12/2007</p> | <p>No state policy found.</p> <p>However, the state can issue provisional principal and superintendent certificates to an individual who does not meet the qualifications for a level I credential. The candidate is expected to progress toward meeting all requirements.</p> <p>Source: Administrative Rule <u>67-11-06-03</u></p> <p>Source: Administrative Rule <u>67-11-02-03</u></p> <p>Source: Administrative Rule <u>67-11-07-03</u></p> <p>rev. 12/2007</p> |

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|      | <p>Source: <u>Administrative Rule 67-11-02-05</u></p> <p>Source: <u>Administrative Rule 67-11-07-05</u></p> <p>rev. 12/2007</p>   |   |   |
| Ohio | <p>Principals: Candidates must hold a master's degree, be of good moral character, complete an approved principal preparation program and pass an examination prescribed by the state board of education. Candidates must also complete two years of successful teaching under a provisional or professional teacher license at the age levels for which the principal license is sought and be recommended by the dean or head of teacher education at an institution approved to prepare principals. The principal license shall be added to a valid professional teacher license after successful completion of the entry year program.</p> <p>Superintendents: Candidates must hold a principal or administrative specialist license and be valid for administrative duties in a school system. Candidates should also hold three years of successful experience in a position requiring a principal or administrative specialist license and complete an approved preparation program for superintendents. An associate license may be obtained for individuals with an associate degree who are deemed to be of good moral character and who either complete an approved program of preparation in specified areas or have a current license to practice.</p> <p>Source: <u>OAC 3301-24-04 (A)(1)</u></p> | <p>No state policy found.</p> <p>rev. 12/2007</p> | <p>Yes. Alternative paths to certification exist for both principals and superintendents.</p> <p>Source: <u>OAC 3301-24-11</u></p> <p>Source: <u>OAC 3301-24-12</u></p> <p>rev. 12/2007</p> |

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|          | <p>Source: <u>OAC 3301-24-05 (G)</u></p> <p>Source: <u>OAC 3301-24-05 (G)(3)</u></p> <p>rev. 12/2007</p>  |   |  |
| Oklahoma | <p>Principals: Candidates must hold a masters degree and complete a building-level leadership skills program in education administration that is Oklahoma approved. Candidates must also pass the Principal Oklahoma Subject Area Tests and complete two years of successful teaching experience in an Oklahoma public or private school accredited by the Oklahoma State Board of Education.</p> <p>Superintendents: Candidates must hold principal certification or complete a building-level leadership skills program in education administration that is Oklahoma approved and includes a standard master's degree. Candidates must also pass the Superintendent Oklahoma Subject Area Test, complete a district-level leadership skills program in education administration that is Oklahoma approved and practice two years of administrative experience in an Oklahoma public or private school accredited by the Oklahoma State Board of Education.</p> <p>Source: <u>DOE Traditional Administrator Certification Requirements</u></p> | <p>No state policy found.</p> <p>rev. 12/2007</p> | <p>Yes. Alternative certification for superintendents and principals should not exceed three years and is nonrenewable. Upon successful completion of an alternative administrative preparation program, the director of teacher education of an Oklahoma accredited institution of higher education should make a recommendation for standard certification to the State Board of Education.</p> <p>Source: <u>DOE Alternative Certification Requirements for Administrators</u></p> <p>Source: <u>70O.S.§6-189(c)(1-3)</u></p> <p>rev. 12/2007</p> |

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|        | Source: <u>70 O.S. §6-189 (B)</u><br><br>rev. 12/2007  |   |  |
| Oregon | <p>Principals: Candidates must have three academic years of experience as a full-time licensed educator on any license appropriate for the assignment in a public school or regionally accredited private school and hold a master's or higher degree in the arts and sciences or an advanced degree. Candidates must also complete an approved administrator program and an initial graduate program in school administration at an institution approved for administrator education. Other qualifications include a passing score on a test of knowledge of U.S. and Oregon civil rights laws at the conclusion of a course or workshop approved by the commission, recent experience during the three-year period immediately preceding application, as well as fingerprint and first aid training.</p> <p>Superintendents: Candidates must hold a master's degree or higher and complete an advanced program in administrative competencies consisting of at least eighteen semester hours or twenty-seven quarter hours of graduate credit or the equivalent. Candidates must also pass a test of professional administrator knowledge or complete an alternative assessment, have three years of one-half time or more experience on any administrator license appropriate for the assignment in a public or accredited private school setting and validate other educator fitness requirements.</p> | <p>Out-of-state candidates may receive Initial Administrative Licenses and/or Continuing Administrative Licenses.</p> <p>Source: OAR <u>584-080-0012(A)</u></p> <p>Source: OAR <u>584-080-0022(B)</u></p> <p>rev. 12/2007</p> | <p>No state policy found.</p> <p>However, an unconventionally qualified applicant may be granted an Exceptional Administrator License at the sole discretion of the commissioner of education.</p> <p>An Emergency Administrator License may be issued to a qualified applicant upon joint application with the district and the applicant when a school district demonstrates extenuating circumstances that merit the issuance of the license in order to protect the district's programs or students.</p> <p>Source: OAR <u>584-080-0161</u></p> <p>Source: OAR <u>584-080-0171</u></p> <p>rev. 12/2007</p> |

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|              | <p>Note: The Continuing Administrator Licensure program must be completed within the three years following the next renewal of the Initial Administrator License if the holder of an Initial Administrator License takes a position as a Superintendent at any time within the life of the Initial Administrator License.</p> <p>Source: OAR <a href="#">584-080-0012</a></p> <p>Source: OAR <a href="#">584-080-0022</a></p> <p style="text-align: right;">rev. 12/2007</p>   |  |  |
| Pennsylvania | <p>Principals: Candidates must complete an approved program of graduate study and be recommended for certification as a principal by the authorized certification officer of the institution where such education was obtained. Candidates must also provide verification of five years of satisfactory professional school experience and provide evidence of satisfactory achievement on assessments prescribed by the Department.</p> <p>Superintendents: Candidates must complete a Pennsylvania approved graduate-level program of educational administrative study minimally approximating two full academic years for the preparation of chief school administrators. Candidates must also receive the recommendation of the preparing institution for certification as a chief school (district-level) administrator and provide evidence of six years of teaching or other professionally certificated service in the basic schools for the Assistant</p> | <p>Applicants recommended by out-of-state institutions should submit to the Department official transcripts for all professional preparation and related studies and satisfactory evidence of educational and work experience. Out-of-state candidates may receive certification with preparation and experience comparable to Pennsylvania's standards.</p> <p>Source: 22 Pa. Code <a href="#">§49.171</a></p> <p>Source: DOE, Bureau of Teacher Certification and Preparation</p> <p style="text-align: right;">rev. 12/2007</p> | <p>No state policy found.</p> <p style="text-align: right;">rev. 12/2007</p> |

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|              | <p>Superintendent's Letter of Eligibility. For the Superintendent's Letter of Eligibility, three of those six years must have been in a supervisory or administrative capacity.</p> <p>Source: 22 Pa. Code §49.121</p> <p>Source: DOE, Bureau of Teacher Certification and Preparation, <u>Administrative and Superintendent Certificates</u></p> <p style="text-align: right;">rev. 12/2007</p>   |  |  |
| Rhode Island | <p>Principals: Candidates must have a master's degree, be eligible for a Rhode Island teaching certificate, have 3 years of teaching experience in elementary or secondary schools and have completed an approved preparation program for elementary or secondary principals during the previous 5 years. Candidates must also complete not less than 24 hours of graduate-level work, including specific topics in school administration and supervision, 6 credits of coursework and a 300 hour RIDE approved, field based internship.</p> <p>Superintendents: Candidates must have an advanced degree and have not less than 36 semester hours of graduate-level coursework, including specified courses in school administration. Candidates must be eligible for a Rhode Island teaching certificate and have 8 years of educational experience, including both teaching and administration. Candidate also must complete an additional 6 hours of graduate credit.</p> | <p>Rhode Island has signed an interstate agreement on requirements for certification of educational personnel.</p> <p>Rhode Island has adopted "Enhance Reciprocity" as a route to certification. This route provides that certification be granted to an applicant who holds a valid and comparable certificate from another member state, provided the applicant has complied with any requirements of the receiving state.</p> <p>Source: §16-11-5</p> <p>Source: DOE, Office of Educator Quality and Certification, <u>reciprocity agreements</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>No state policy found.</p> <p style="text-align: right;">rev. 12/2007</p> |

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|                       | <p>Source: Rhode Island Office of Educator Quality and Certification, <u>elementary principal requirements</u> and <u>secondary principal requirements</u></p> <p>Source: Rhode Island Office of Educator Quality and Certification, <u>superintendent requirements</u></p> <p style="text-align: right;">rev. 12/2007</p>  |  |  |
| <p>South Carolina</p> | <p>Principals: Candidates must have a masters degree, a valid South Carolina Educator's Professional Certificate at the elementary level or secondary level and minimum qualifying score(s) on the area examination(s) required by the State Board of Education,. Also required are at least three years teaching experience, including at least one year of teaching in grades pre-K-8 or 9-12 and completion of an advanced program approved by the State Board of Education for the training of elementary or secondary principals and supervisors.</p> <p>Superintendents: Candidates must have a masters degree, a valid South Carolina Professional Certificate at the elementary, middle or secondary level and minimum qualifying score(s) on the area examination(s) required by the State Board of Education. Also required are at least three years of experience as a pre-k-12 or postsecondary teacher and two years as a school or school district administrator, post secondary administrator, or school business administrator. Candidates must complete an advanced program approved by the State Board of Education for the training of</p> | <p>South Carolina has signed an interstate agreement on requirements for certification of educational personnel.</p> <p>Source: SC ST SEC <u>59-27-10</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>Yes. Alternative certification routes exist for candidates seeking district superintendent licenses.</p> <p>Source: DOE, Office of Educator Certification, South Carolina Educator Certification Manual, <u>R 43-64(D)</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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|                     | <p>school superintendents.</p> <p>Source: DOE, Office of Educator Certification, South Carolina Educator Certification Manual, R 43-64(A)(B)(C)</p> <p style="text-align: right;">rev. 12/2007</p>  |  |   |
| <p>South Dakota</p> | <p>Principals: A preschool through grade 12 principal endorsement program requires a masters degree with a preschool through grade 8 or 7-12 principalship. Candidates must also complete coursework specific to the preschool through grade 8 or 7-12 principal endorsement sought and three years of verified experience in an accredited K-12 school, one year of which included classroom teaching experience or direct services to students.</p> <p>Superintendents: A preschool through grade 12 school superintendent endorsement program requires a master's degree, plus 15 graduate semester hours within the requirements of and three years of verified experience on a valid certificate in an accredited K-12 school, one year of which includes classroom teaching experience or direct services to students.</p> <p>Source: Endorsements: ARSD Chapter <u>24:15:06:36</u></p> <p>Source: Endorsements: ARSD Chapter <u>24:15:06:34</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>South Dakota has signed an interstate agreement on certification requirements for educational personnel.</p> <p>Source: <u>§13-42-18</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>Administrative rule indicates that alternative certification routes may be available for qualified candidates who meet certain requirements.</p> <p>Source: ARSD Chapter <u>24:15:04:01</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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| Tennessee | <p>Principals: Candidates for a five year initial license must obtain a masters degree, complete an approved program in school administration and supervision that includes an internship and pass a state approved assessment/test for principals or other school administrators.</p> <p>Superintendents: No state policy found.</p> <p>Source: Tenn. Comp. R. &amp; Regs. <u>0520-2-4-.02(1)(j)(k)</u></p> <p>rev. 12/2007</p>   | <p>Tennessee has signed an interstate agreement on certification requirements for educational personnel.</p> <p>Source: Tenn. Comp. R. &amp; Regs. R. <u>0520-2-4-.01(10)</u></p> <p>rev. 12/2007</p>            | <p>No state policy found.</p> <p>rev. 12/2007</p>   |
| Texas     | <p>Principals: Candidates must successfully complete the assessments required, hold a master's degree from an accredited institution of higher education and have two years of creditable teaching experience as a classroom teacher. Candidates must also successfully complete an approved principal preparation programs</p> <p>Superintendents: Candidates must complete an assessment based on established standards, an SBEC-approved superintendent preparation program and be recommended for certification by that program. Candidates must hold, at a minimum, a master's degree from an accredited institution of higher education.</p> <p>Note: First time principals and superintendents must both participate in a one year induction period/mentorship.</p> <p>Source: 19 TAC <u>§241.20</u> through <u>§241.25</u></p> | <p>If out-of- state candidates meet appropriate examination requirements, a one-year certificate in one or more certification areas may be issued.</p> <p>Source: 19 TAC <u>§230.462</u></p> <p>rev. 12/2007</p> | <p>No state policy found.</p> <p>However, principal and superintendent candidates may obtain temporary, non-renewable, five year temporary certificate by meeting certain requirements.</p> <p>Source: 19 TAC <u>§230.305</u></p> <p>rev. 12/2007</p> |

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|         | Source: 19 TAC <u>§242.20</u> through <u>§242.25</u><br><br>rev. 12/2007  |  |   |
| Utah    | <p>Principals and Superintendents: Candidates must obtain level 2 teaching license or equivalent from another state and a master's degree or more advanced degree. Candidates must also complete an education administrative program, not fewer than three years of acceptable full-time professional experience in an education- related area, and a board-approved administrative test. Other requirements include a recommendation from a Utah institution whose program of preparation has been accredited by the National Council for Accreditation of Teacher Education (NCATE) as well as internship and mentorship experiences.</p> <p>Note: The professional experience in an education-related area requirement may be substituted with other specified experiences.</p> <p>Source: UAC <u>R277-505-4</u><br/><br/>rev. 12/2007</p> | <p>Administrative requirements may be satisfied, at the discretion of the USOE, by administrative experience in another state. The USOE may require out-of-state applicants to pass a state-approved administrative test.</p> <p>Source: UAC <u>R277-505-6</u><br/><br/>rev. 12/2007</p> | <p>No state policy found.</p> <p>However, for administrative candidates, exceptions can be made for exceptional professional experience, exceptional education accomplishments, or other noteworthy experiences or circumstances.</p> <p>Source: UAC <u>R277-505-4</u><br/><br/>rev. 12/2007</p>                |
| Vermont | <p>Principals: Candidates must obtain a masters degree, complete three or more years as a PK-12 educator and demonstrate competence in specified areas related to school leadership.</p> <p>Superintendents: Candidates must obtain a masters degree, complete five or more years of experience including three or more years as a</p>  | <p>Out-of-state superintendent candidates may be eligible for a two-year provisional license.</p> <p>Source: BOE Manual of Rules and Practices: Series <u>5300</u>, Rule 5351</p>  | <p>Yes. An individual who holds at least a baccalaureate degree may be licensed or receive additional endorsements, through a peer review process that is approved and periodically monitored by the VSBPE.</p> <p>An individual who holds at least a baccalaureate degree may be licensed by completing an</p> |

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|          | <p>PK-12 educator and two or more years in educational administration. Candidates must also demonstrate competence in specified areas related to district leadership.</p> <p>Source: BOE Manual of Rules and Practices: Series <u>5440-90</u> through <u>5440-91</u></p> <p style="text-align: right;">rev. 12/2007</p>   | <p style="text-align: right;">rev. 12/2007</p>  | <p>alternative preparation process approved by the Vermont State Board of Education in consultation with the VSBPE.</p> <p>Two-year provisional licenses and one- year emergency licenses may be obtained for superintendents when a local district is unable to find an appropriately licensed applicant.</p> <p>BOE Manual of Rules and Practices: Series <u>5300</u>, Rules 5331 through 5332</p> <p>BOE Manual of Rules and Practices: Series <u>5300</u>, Rule 5351</p> <p>BOE Manual of Rules and Practices: Series <u>5300</u>, Rule 5361</p> <p style="text-align: right;">rev. 12/2007</p> |
| Virginia | <p>Principals: Candidates must hold a master's degree from a regionally accredited college or university and complete three years of successful, full-time experience in a public school or accredited nonpublic school in an instructional personnel position that requires licensure in Virginia. Candidates must also complete an approved program in administration and supervision from a regionally accredited college or university, a minimum of 320 clock hours of supervised internship experience and satisfy requirements for the school leaders licensure assessment prescribed by the Board of Education.</p> <p>Superintendents: Candidates must hold an</p> | <p>An out-of-state candidate may qualify for certification with comparable endorsement areas if the individual has completed a state-approved teacher certification program and met other qualifications.</p> <p>Source: DOE, <u>Routes to Licensure in Virginia</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>Alternative routes/options to certification exist for both principals and superintendents.</p> <p>Source: 8 VAC <u>20-22-590</u></p> <p>Source: 8 VAC <u>20-22-600</u></p> <p style="text-align: right;">rev. 12/2007</p>  |

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|            | <p>earned doctorate degree in educational administration or educational leadership from a regionally accredited college or university and have completed five years of educational experience in a public or accredited nonpublic school, two of which must be teaching experience at the preK-12 level and two of which must be in administration/supervision at the preK-12 level.</p> <p>Source: 8 VAC <u>20-22-590</u></p> <p>Source: 8 VAC <u>20-22-600</u></p> <p style="text-align: right;">rev. 12/2007</p>  |   |  |
| Washington | <p>Principals: Candidates must earn a master's degree from a regionally accredited college/university and complete a state-approved college/university administrator preparation program or three years successful experience in the administrative role at the P-12 level while holding a regular certificate issued by another state. Candidates must hold or have held a regular teaching certificate or ESA certificate.</p> <p>Superintendents: Candidates must earn a master's degree from a regionally accredited college/university and complete a state-approved college/university administrator preparation program in the administrative role (principal, program administrator, or superintendent) or complete three years successful experience in the administrative role at the P-12 level while holding a regular</p> | <p>The certification handbook outlines processes for out-of-state candidates seeking principal or superintendent certification.</p> <p>Source: Washington Superintendent of Public Instruction, 2007 <u>Certification Handbook</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>Yes. Candidates may obtain an administrators certificate if they have not completed an administrator preparation program, but have completed 3 years successful experience in the administrative role at the P-12 level while holding a regular certificate issued by another state.</p> <p>Source: Washington Office of Superintendent of Public Instruction, <u>Certification Guidelines</u></p> <p style="text-align: right;">rev. 12/2007</p> |

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|               | <p>certificate issued by another state. Candidates must also hold a valid regular teaching certificate, ESA, principal, or program administrator certificate.</p> <p>Source: Washington Office of Superintendent of Public Instruction, <u>Certification Guidelines</u></p> <p>Source: WAC <u>181-79A-150</u></p> <p>Source: WAC <u>181-79A-211</u></p> <p style="text-align: right;">rev. 12/2007</p>   |   |  |
| West Virginia | <p>Principals and Superintendents: Candidates must have a master's degree and complete a state-approved preparation program meeting a minimum gpa and including an internship. Candidates must also have 3 years of management experience and complete education and training in evaluation skills offered through the Center for Professional Development or an equivalent program approved by the state board.</p> <p>Source: 126 CSR <u>136-10.2.2</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>West Virginia has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> <p>Administrative licensure may be provided to out-of- state candidates who hold valid professional licensure, have graduated from an approved teacher education program and who receive approval from the West Virginia Department of Education.</p> <p>Source: 126 CSR <u>126-136-16</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>No state policy found.</p> <p style="text-align: right;">rev. 12/2007</p> |

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| Wisconsin | <p>Principals: Candidates must complete an approved master's degree program or the equivalent in the area of administration or a master's degree or the equivalent and an approved program. Candidates should hold or be eligible to hold any license to teach at the early childhood through adolescence level or shall have completed an approved program leading to a license to teach. Also required are three years of successful fulltime classroom teaching in the early childhood through adolescence levels.</p> <p>Superintendents: Candidates must complete a specialist degree or the equivalent. Candidates should hold or be eligible to hold a principal license and complete an approved program.</p> <p>Note: A superintendent may designate herself or himself to serve as principal or teacher in any school under her or his supervision while the person is employed and serving as a licensed superintendent.</p> <p>Source: Wis. Admin. Code PI 34.32 <u>Subchapter IX</u></p> <p style="text-align: right;">rev. 12/2007</p> | <p>No state policy found.</p> <p style="text-align: right;">rev. 12/2007</p>  | <p>No state policy found.</p> <p>However, under certain conditions, the department may issue a one- year license to serve as an administrator to a person who does not fully meet the requirements.</p> <p>Source: Wis. Admin. Code PI 34.32 <u>Subchapter IX</u></p> <p style="text-align: right;">rev. 12/2007</p> |
| Wyoming   | <p>Principals and Superintendents: Candidates must receive an institutional recommendation by a designated official of the institution of higher learning and complete specified courses or pass a Professional Teaching Standards Board administered examination. Candidates must also complete an application, obtain</p>  | <p>Although certificates from other states are not directly transferable to Wyoming, the Interstate Certification Compact or any regionally based agreements will permit an education professional who has completed approved programs or has experience in another state to have his/her</p> | <p>No state policy found.</p> <p>However, exceptions may be made under certain emergency circumstances after meeting specified requirements.</p> <p>Source: PTSB Rule <u>6637</u>, Chapter 1 General</p>   |

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|  | <p>fingerprints and receive additional endorsements.</p> <p>Source: PTSB Rule <u>6637</u>, Chapter 1 General Regulation, Section 6</p> <p style="text-align: right;">rev. 12/2007</p> | <p>qualifications recognized in the State of Wyoming. Certification by another state will be recognized if the certificate is current and equivalent to any of Wyoming's certificates. Reciprocity agreements are on file with the Professional Teaching Standards Board. Applicants who are issued Wyoming certificates will be allowed 5 years to complete specific Wyoming requirements.</p> <p>Source: PTSB Rule <u>6637</u>, Chapter 1 General Regulation, Section 4</p> <p style="text-align: right;">rev. 12/2007</p> | <p>Regulation, Section 8</p> <p style="text-align: right;">rev. 12/2007</p> |
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**Helping State Leaders Shape Education Policy**

## Administrative Leadership skills

Certification demonstrates that an administrator will ensure that all students learn and achieve, increasing the motivation and prestige of the student body. *What makes a "good" administrator?* Some people believe that certain individuals are natural-born leaders, and that this born leadership carries them through their careers. But the reality is that leadership is often learned over time, and developed through experience, perseverance, and dedication.

For school administrators, there are a number of leadership skills that mature over time through interaction with teachers and staff. To effectively inspire their students, administrators must have a complete knowledge of the leadership skills involved in planning the direction and goals of a school. During the certification process, potential administrators must prove their understanding of leadership, and how their clear vision of a school inspires and engages teachers to realize the school goals.

In establishing goals, potential administrators must demonstrate an ability to use various types of information, such as demographic data, school climate, school inventory, student achievement data, and emerging issues affecting education to develop a school vision and create a plan to implement that vision. A superintendent knowledge base takes that a step further into the world of fiscal management, facilities, district leadership, etc. Certified administrators know how to facilitate the development of these plans in a way that clearly states the school's objectives, and then aligns financial, human, and material resources to support them.

The certification process asks potential administrators to explain their communication strategies and collaboration plans with the school. A significant part of an administrator's job is to communicate plans and ideas to faculty, parents, and students, so they must demonstrate knowledge of interpersonal skills.

Potential administrators must demonstrate ways of implementing comprehensive community relation plans, with respect to how to communicate and work effectively with diverse groups in the school community to ensure equal opportunities for success. Because they will work directly with teachers, potential administrators must also have a comprehensive understanding of how to design and implement curriculum and teaching strategies.

In addition to being strong leaders, superintendents and principals must themselves be effective teachers. During certification, potential superintendents are tested on their knowledge of motivation theory, teaching and learning theories, and principles of curriculum development. By understanding learning and teaching theories, superintendents are prepared to impart these educational philosophies on their teachers, analyzing and interpreting classroom issues. By evaluating these issues and applying their knowledge of teaching strategies, principals are most prepared to bring change and improvement to the classroom setting.

Certification also tests a potential principal's ability to assess and implement a staff evaluation and development system. Through promotion of critical thinking and problem-solving skills with their staff, administrators recognize strengths and weaknesses in their teachers. During the certification process, potential administrators must identify ways of identifying these strengths and weaknesses and using critical thinking to improve these.

Potential administrators must identify a number of the supervisory models they will use to monitor their staff. These include peer coaching models, developmental models, and how structural factors like class scheduling might be adjusted to improve classroom efficacy. The certification process also requires potential principals to understand the legal and ethical guidelines related to leading a school. This includes knowledge of laws and regulations that affect policy implementation, and potential barriers to a school's vision. They must understand how these regulations and laws will affect the students, faculty, and administration of a school. They should also identify how to enact their school plans under financial constraints, and answer questions about how to realistically move forward.