

GUIDE FOR THE PREPARATION AND CERTIFICATION OF PUBLIC SCHOOL ADMINISTRATORS

October, 2002

Certificate Requirements

The professional certificate for school principals shall be a document issued to a person who:

1. holds a valid Texas teacher certificate;
2. holds at least a masters degree;
3. has had a minimum of two years creditable classroom teaching experience; and
4. has completed an approved program designed for meeting the requirements of the certification desired on file in the Department of Educational Administration and Human Resource Development.
5. has completed an approved administrative internship experience; and
6. has taken and received a passing grade on the ExCet exam.

SBEC Guidelines

Fifteen to eighteen (15-18) semester hours of graduate credit in courses open only to graduate students designed to develop general administrative competencies and understandings in administrative theory and practice, curriculum theory and instructional supervision, school law and business management, and the administration of special and compensatory education.

Internship

Three to six (3-6) graduate semester hours in an approved internship is mandatory. The administrative certification internship application must be submitted to Dr. Virginia Collier for approval along with the certification plan for signatures.