

University of North Alabama
Application Requirements for Ed.S. Instructional Leadership Program

Phase I

Individuals interested in making application to the Ed.S. Instructional Leadership Program shall meet all application requirements. This includes:

- a. Completion of the Graduate School Application;
- b. Undergo a criminal history background check. Rule 290-3-3-.53.01(2)(a)
- c. Hold a Class A Professional Educator Certificate in Instructional Leadership or one of the other Class A leadership certificate designations [Instructional Leader, Principal, Superintendent, Superintendent-Principal, Educational Administrator, Supervisor (any subject and/or grade level), Administrator of Career and Technical Education]. Rule 290-3-3-.53.01(1)(b)
- d. Meet one of the following criteria (Rule 290-3-3-.53.01(2)(c):
 1. Hold a Class A Instructional Leadership certificate earned after completing a redesigned program at an Alabama university.
 2. Be currently serving as a superintendent, assistant or associate superintendent, assistant to the superintendent, principal, assistant principal, supervisor (any subject and/or grade level), administrator of career and technical education, coordinator, or evaluator.
 3. Document three years of employment in an instructional leadership position for which one of the certificates in Rule 290-3-3-.53.01(2)(b) is proper certification according to the current edition of the *Subject and Personnel Codes* of the Alabama State Department of Education.
 4. Demonstrate each of the abilities in the Class A Instructional Leadership standards prior to admission to the Class AA Instructional Leadership program or prior to completion of the Class AA Instructional Leadership program

Phase II - Portfolio

Applicants who completed a Class A program other than one approved by the State Board of Education on or after September 8, 2005, must submit a portfolio which includes (Rule 290-3-3-.53.01(2)(d):

- a. Three letters of recommendation
- b. Most recent performance appraisals
- c. Evidence of ability to lead student achievement
- d. Evidence of leadership and management potential
- e. Reasons for pursuing the Class AA certificate in Instructional Leadership

The contents of the portfolio will be reviewed and scored by faculty members of the Instructional Leadership Department.

Phase III - Interview*

Applicants who completed a Class A program other than one approved by the State Board of Education on or after September 8, 2005, must pass an interview conducted by a program admission committee that includes both P-12 instructional leaders and instructional leadership faculty. Rule 290-3-3-.53.01(2)(e)