**PRINCIPAL CERTIFICATION**

This certification plan is designed specifically for the educator who has previously obtained a Master’s Degree in Education and wishes to obtain Principal Certification. It requires the completion of twenty-four hours of graduate credit. The program complies with existing standards for professional certification. The study plan originates in the Department of Educational Leadership.

Applicants seeking admission to the Principal Certification program must submit the following directly to the Office of Graduate Admissions:

1. Graduate Admissions Application
2. Application Fee
3. Apply (https://tk20.shsu.edu/campustoolshighered/createapplicantaccount_menu.do?createnewaccount=true) to the Principal Preparation Program if seeking Texas Principal certification (Instructions (http://tinyurl.com/SHSU-grad-admissions))
5. Official Transcript from the baccalaureate degree granting institution with a GPA of 3.0 or higher and official transcript from the master degree granting institution with a GPA of a 3.5 or higher
6. Copy of Teacher Service Record from your school district’s Human Resource Department with 2 years of certified teaching experience preferred; however, we will consider applicants with 1 year of certified teaching experience. (Applicant must be working at a Texas Education Agency accredited school.)
7. Copy of valid Teacher Certificate
8. Two Reference Forms (http://www.shsu.edu/programs/principal-certification/Department-of-Educational-Leadership-Principal-Reference-Form.pdf), one reference form from the school principal and one reference form from an assistant principal
9. Professional Statement
10. Current Resume

NOTE: Applicants selected after the initial screening will be required to complete a video interview and will be required to submit the admission requirements, excluding the reference forms to Tk20 to be considered for official admission to the Principal Certification program as per the Texas Education Agency. Therefore, it is important for the applicant to keep a copy of the admission requirements.

**Preferred Application Deadlines:**

**Fall - June 15**

**Spring - Oct. 15**

**Summer - March 15**

**Final Application Deadlines:**

**Fall - July 15**

**Spring - Nov. 15**

**Summer - April 15**

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<tr>
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<td>Adm &amp; Org Of Public Schools</td>
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<td>EDAD 5386</td>
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<td>EDAD 6362</td>
<td>Principal Practicum/Internship</td>
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<td>Campus Business Management</td>
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<td>EDAD 6394</td>
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**Total Hours** 24

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EDAD 6362EDAD 6362 Principal Practicum/Internship is taken over two long semesters fall and spring or spring and fall (3 hours each semester) and may be taken with one other course.