Principal Certification

For applicants who already have a M.Ed. in Ed. Administration or related field, a separate application and review process must be completed. Applications from students with master's degrees in related fields will be reviewed by a faculty committee to determine course credit, if applicable. Typically, course credit is limited to 9 semester credit hours.

For students completing the M.Ed. in Educational Administration in the department who would like to pursue a Texas Principal Certificate must indicate so when applying for the M.Ed in Ed. Administration and submit the required documentation listed below.

When applying to the Principal Certification Program students must submit the following:

1. three professional letter of recommendation from current or former supervisors,
2. a valid Texas teaching certificate,
3. service record showing a minimum of two years' teaching experience, and
4. curriculum vitae/resume

Students pursuing the Texas Principal Certification will be required to complete the following before enrolling in the School Mgmt. Internship courses:

1. Successful mastery (>=80%) on the TexEs qualifying exam,
2. Successful mastery (>=240 scale score) on the TExES Principal Examination

While completing the School Mgmt. Internship courses, students must also complete Advanced Educational Leadership (AEL) and Texas Teacher Education Evaluation and Support System (T-TESS) workshops.

Field-Based Courses
The Principal Certification Program requires two additional internships. The internship courses are EDAD 5375 School Management Internship I and EDAD 5376 Schl Management Internship II. Students who participate in internships with agencies or school districts requiring background checks must successfully pass the background check in order to complete this requirement.

The Field-Based Courses are completed at the end of all other coursework. Six credit hours are required and these courses include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>EDAD 5375</td>
<td>School Management Internship I</td>
<td>3</td>
</tr>
<tr>
<td>EDAD 5376</td>
<td>Schl Management Internship II</td>
<td>3</td>
</tr>
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</table>

Degree Plan

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<tr>
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<tr>
<td>Field-Based Courses</td>
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<td>Schl Management Internship II</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective

Select three additional hours with advisor approval

Total Hours
9

Exit Portfolio

At the end of the EDAD 5376 School Mgmt Internship II, student will present a portfolio containing relevant and practical administrative-based material produced in other course activities as associated with the Learner-Centered Standards for Principals in Texas. The portfolio will be reviewed by faculty members and local expert school administrators to determine whether the individual student has demonstrated sufficient academic growth to warrant the granting of a Master of Education (M.Ed.) degree in Educational Administration.