

## **Instructional Leadership Class AA Admission Criteria:**

\_\_\_\_\_ Candidate must hold a valid 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).

Candidates must meet one of the following criteria:

\_\_\_\_\_ Option 1: Candidate must hold a valid Class A Professional Educator Certificate in Instructional Leadership or a valid Class A Professional Leadership Certificate earned after completing a redesigned program at an Alabama university. (Attach documentation)

\_\_\_\_\_ Option 2: Candidate must 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. (Attach documentation)

\_\_\_\_\_ Option 3: Candidate must 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. (Attach documentation)

\_\_\_\_\_ Option 4: Candidate must 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. (Attach documentation- LEAD 7952)

If Option 2, 3 or 4 is utilized for admission consideration candidate must submit a portfolio. Portfolio requirements are attached.

**Additional Admission Requirements:**

\_\_\_\_\_ Minimum 3.25 GPA from Master's degree.

\_\_\_\_\_ Form EXP showing 3 years of full-time acceptable educational experience at the P-12 level with 1 full year of full-time P-12 teaching experience.

## **Class AA Instructional Leadership 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:

- \_\_\_\_\_ Current contact information, including phone number(s).
- \_\_\_\_\_ Three (3) letters of recommendation (one must be from a principal or immediate supervisor). These letters must be printed on letterhead.
- \_\_\_\_\_ Most recent performance appraisal (EDUCATE Alabama).
- \_\_\_\_\_ Evidence of ability to lead student achievement.
- \_\_\_\_\_ Documented evidence of leadership and management potential.
- \_\_\_\_\_ Articulated reasons for pursuing the Class A certificate in Instructional Leadership.