



A Certification and Preparation Program for Principals

*Degree-Seeker
Program Track*

This slideshow provides information for the next training cycle beginning August 2011 and is designed for those individuals who **do not currently hold a master's or other advanced degree.**

Program Purposes and Features

- Designed for individuals seeking to earn an advanced degree in Educational Leadership.
- Prepares educational leaders through a collaborative program involving school districts, the University of St. Thomas (UST), and Region 4 Education Service Center (Region 4).
- Provides compact, yet comprehensive, training to meet the needs of future administrators.
- Eligible for Probationary Principal Certificate during field-based internship.
- Flexible training to meet needs of candidates.
- Program delivered in an online format (Blackboard™).
- Standard Principal Certificate upon successful completion of all program requirements including payment of all fees.

Entry Requirements

- Possess a baccalaureate degree from a regionally accredited institution of higher education or an institution acceptable in the standards set for foreign universities (Candidates from a foreign university must have their transcript(s) evaluated by a **State Board for Educator Certification (SBEC)** recognized evaluation company) with a minimum overall 3.0 GPA.

Entry Requirements (con't.)

- **Grade Point Average Requirement:**
 - 3.0 GPA in the last 60 semester hours of all college or university coursework; this is a requirement for both the Region 4 program and for admission to the University of St. Thomas (UST) Master's Degree Program.

Entry Requirements (con't.)

- Be a certified teacher and have a minimum of two years of successful teaching experience (additional criteria may apply if you do not have an initial teaching certificate).
- Demonstrate leadership skills in professional and community activities.
- Provide a letter of reference and support from your current principal or supervisor.
- Candidates must obtain a master's degree from UST while completing the Region 4 program.

UST Master's Degree Candidates

- Must complete 36 graduate hours of UST credit with a GPA of 3.0 or higher.
- May (depending on GPA) need to demonstrate a minimum GRE score of 900 on the verbal and quantitative sections and a 3.5 minimum score on the writing section. A score of 1200 on the GRE prior to the year 2000 will be accepted.

UST Master's Degree Candidates (con't.)

- 24 of the 36 hours are earned as part of the Region 4 Principal Certification Program; candidates must successfully complete 6 additional UST core courses outside of those included in the certification program:
 - EDUC 6320-6321 Research 1 and Research 2
 - EDUC 5202 Learning Theory
 - EDUC 5303 Cultural Foundations
 - EDUC 5335 Multicultural Populations
 - EDUC 5391 School Law

UST Master's Degree Candidates (con't.)

- Cost of the 5 additional UST core courses will be reduced (with a minimum of 20 Region 4 cohort group participants); cost for the R4 cohort courses is \$400.00 per course. Cohort participants save \$7800 for participating through us.
- Candidates are required to write a master's thesis based on an “action research” model. This will be initiated as part of the research course (EDUC 5301).

Sample Sequence of Courses Taken for UST Online Masters Degree

Semester	Course	Title
Fall 2011	EDUC 5303	Learning Theories
	EDUC 5390	Educational Leadership
Spring 2012	EDUC 6320	Research 1
	EDUC 5392	Principalship
Summer 2012	EDUC 5315	Instructional Leadership
	EDUC 5310	Clinical Supervision
Fall 2012	EDUC 6321	Research 2
	EDUC 6330	Administrative Internship 1
Spring 2013	EDUC 5302	Cultural Foundations
	EDUC 6331	Administrative Internship 2
Summer 2013	EDUC 5335	Multicultural Populations
	EDUC 5391	School Law

Application Process

***Applicants must apply to both Region 4 and UST**

- Submit a **completed** application online to Region 4 **and** a separate online application to UST no later than June 1st.
- Mail or bring the following items to Region 4 **and** UST (no partial packets accepted):
 - Official transcripts from all colleges and universities attended. Transcripts notarized as official copy may be submitted.
 - For candidates with degrees from outside the U.S., a transcript evaluation from a recognized transcript evaluation company must accompany the application.

Application Process (con't.)

- Copy of teacher certificate (additional criteria may apply if you do not have an initial teaching certificate).
- Service record demonstrating a minimum of two years of “credible” teaching experience (certified or notarized copy).
- A letter of reference and agreement to serve as your mentor from your current principal or supervisor on school or school district letterhead.
- Applications must be submitted online and all materials received at Region 4 by 4pm on July 14, 2010.
- Program selections made no later than August 5, 2010
- Program begins week of August 29, 2010.

Admission Process

Two-Phase Screening

- Phase one includes review of transcripts, completed application and references. If standards are not met in the first phase of the screening, the applicant may request, through an appeal to proceed to the phase two portion of the process.
- Phase two requires satisfactory performance on a Region 4 designed interview and appeal documentation.

Final Selection

- Final selection is made with input from the Region 4 program coordinators and principal or supervisor references.

Internship

Candidates must demonstrate effective behaviors in a school setting during a 30 month supervised internship. Training includes:

- Monthly online training sessions
- Field Experience
- Integration of theory and practice
- Simulations
- Case studies
- Reflective seminars
- Guided practice exercises
- Emphasis on critical thinking and problem solving process
- Preparation for the Principal TExES

Training Schedule

- **Administrative Internship**

August-June Year 1 (includes additional training)

- **Summer I Training June – July**

- **Administrative Internship**

August - June Year 2

(includes additional training and completing TExES Principal Exam)

- **Summer II Training June-July**

Minimum 2 years for program completion

Training Focus

Training before and during the internship includes, but is not limited to:

- Effective schools
- ILD and PDAS certification
- On-line format for some course modules (Blackboard™)
- Instructional supervision
- Critical thinking and problem solving
- Special programs
- Current issues and research in education
- Strategic planning
- Curriculum planning and development
- Financial management and budget processes

Support During the Internship Years

Your Support Team:

- School district mentor
- Region 4 program field supervisor
- Program staff

Support Team will make periodic visits and be available to provide feedback, guidance and assistance.

Certification

- To be recommended for standard certification:
 - Candidate must have had a successful internship and have met all Region 4 program requirements.
 - Candidate must have passed the required state examination (TExES).
 - Candidate must have a minimum of two years of “credible” teaching experience
 - Candidate must have successfully met all University of St. Thomas requirements for the master’s degree, and the degree must be conferred.
 - Candidate must have paid all fees.

Program Costs

- **\$16,410*** Program Fee:
 - **\$2600** paid in 26 monthly installments of **\$100.00** during the course of the program.
 - These fees include GRE preparation course, ILD & PDAS training, internship training with field supervision and other program costs.
 - These fees may be paid through automatic draft, or in prescribed advance payments to Region 4.
 - **\$13,810.00** – UST Cohort tuition* for 6 core courses (18 semester hours) and additional UST credit workshops.
 - These fees are paid directly to the University of St. Thomas at the beginning of each course.

Fees are subject to change without notice.

Cohort establishment and pricing dependent upon number of students enrolled.

Scholarship opportunities available through UST

Program Costs (con't.)

Other Fees Associated With The Program:

- Nonrefundable Region 4 Application Fee (\$50)
- Application fee for the UST master's degree program (\$35).
- Application fee for optional probationary certificate (\$52).
- Textbook costs and fees for materials and training for coursework.
- Cost of examination for TExES (\$120).
- ILD and PDAS state certification fees (\$150).
- Application fee for standard certification (\$77).
- Fees not paid through automatic draft are paid at the time they are incurred.

Fees are subject to change without notice.

Why Region 4?

- Region 4 demonstrates the highest level of support for program cost.
- Our customer care is reflected in the large number of participating interns and school districts, and extended internships.
- We also provide our customers with flexible payment plans, flexible office hours, and training based on best practices.
- The result: successful program completion rates.
- All instructors have the highest academic qualifications and are trained practitioners in their fields.
- Study sessions and thorough TExES preparation are major elements of the Principal Program.
- With extensive experience and success in educator preparation programs, ***The answer is 4.***[®]

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