

East Stroudsburg University  
The Principal Intern Program  
Professional and Secondary Education 573, 574 & 575

Intern Application Form

The purpose of this application form is to collect all data pertinent to the internship and to use this data in a preliminary discussion between the candidate and the advisor. These consultations will determine (1) the readiness of the candidate for the internship experience, (2) the setting and administration direction, and (3) the nature of the administrative activities desirable in this case. Candidates may enter the internship in any semester, but must complete a full year internship, consecutively for three semesters including the summer.

All internship decisions must be arrived at in consultation with the advisor and no registration for PSED 573, 574 & 575 is permitted without prior advisor approval. For Principal Certification candidates only (currently have an M.Ed. - 30 credit hours are currently required in Pennsylvania), PSED 573, 574 and 575 may be initiated only after the completion of five (5) core course requirements and two (2) Track 2 administrative course requirements, a minimum of 21 credit hours. For candidates seeking the M.Ed. combined with Principal Certification (36 hours are required), PSED 573, 574 and 575 may be initiated only after the completion of seven (7) core course requirements and two (2) Track 2 administrative course requirements, a minimum of 27 credit hours. With the advisor's permission, a candidate may begin the internship with only one (1) remaining course.

PERSONAL DATA

Name\_\_\_\_\_ Date\_\_\_\_\_

Address\_\_\_\_\_ Home Phone\_\_\_\_\_

\_\_\_\_\_ School Phone\_\_\_\_\_ Ext.\_\_\_\_\_

\_\_\_\_\_

Email\_\_\_\_\_

Present Professional Position\_\_\_\_\_

Name of School Where Employed\_\_\_\_\_

PREPARATION

Total graduate credits completed as of this date:

\_\_\_\_\_ All institutions

\_\_\_\_\_ East Stroudsburg University

**Note: If you began course work before January 1, 2010, you may only need two of the three internship semesters selected from PSED 573, 574, and 575.**

List courses you have not completed in educational administration including courses in which you are currently enrolled. You may not begin your internship unless all courses have been completed or only one course remains.

COURSE	DATE TO BE COMPLETED
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Explain briefly your readiness for the internship:

Name/Title of Administrative Mentor: \_\_\_\_\_

Name of School where mentor is employed: \_\_\_\_\_

Telephone Number of Mentor: \_\_\_\_\_

Term Internship Desired (Must be taken consecutively but can enter in any order)

PSED 573 Field Experience in Educational Leadership: \_\_\_\_\_  
Semester/Year

PSED 574 Field Exp. in School Organization & Management: \_\_\_\_\_  
Semester/Year

PSED 575 Field Exp. In Curriculum and Student Achievement: \_\_\_\_\_  
Semester/Year

The above listed candidate has discussed the internship experiences and options, and as advisor:

\_\_\_\_\_ I recommend beginning Internship

\_\_\_\_\_ I recommend that they postpone their planning for the Internship in order to:

\_\_\_\_\_  
Advisor Signature