

Principle Certification Preparation Plan

Transfer of Competencies from Alternate Graduate Program

Professional and Secondary Education Department

East Stroudsburg University

In Pennsylvania, the Principal certificate covers all grades K-12. As a result, the required courses build competencies across the elementary and secondary education spectrum. In addition to completing the required courses, the Pennsylvania Department of Education requires principal certification candidates to have a minimum of 3 years of relevant instructional experience, pass the appropriate PRAXIS test, and maintain a 3.00 GPA in their program.

Principal certification candidates with prior graduate level coursework should consult their advisor to determine whether that coursework satisfies the competencies for specific ESU courses in the Educational Leadership track. Students wishing to earn a M.Ed. in conjunction with the Principal certification must complete PSED 510 and 516.

Name: _____ Date: _____ Student Number: _____

Start Date: _____ Anticipated Start of Internship: _____

Education Courses for Principle Certification

Review the courses that you think you have completed that meet these requirements and attach a syllabus

****Official transcripts will be needed for all transferred courses.**

All credits earned may be applied to the M.Ed.

Courses	Transfer Courses
PSED 510: Teacher, School and Community*^	
PSED 515: Educational Data	
PSED 516: Learner and the Learning Process*	
PSED 554: Foundations of Curriculum	
PSED 584: Secondary Curriculum (may substitute ELED 592)	
PSED 588: School Law	
PSED 590: Supervision of Instruction	
PSED 595: Elementary and Secondary Leadership	
PSED 596: School Finance	
Internship	
PSED 573: Field Experience in Educational Leadership	
PSED 574: Field Experience in School Organization and Management	

Courses	Transfer Courses
PSED 575: Field Experience in Curriculum and Student Achievement	

**Courses waived if candidate previously earned an M.Ed.*

^Course required for NJ candidates only

Graduate Principle Certification Checklist

Professional and Secondary Education Department

1. Admittance into ESU

- ☐ Accepted into the ESU Graduate College as a candidate either for a M.Ed. in Educational Leadership or as a Principal Certificate Only candidate.
- ☐ Have transcript(s) evaluated by PSED Graduate Coordinator to determine needed education courses

2. Completion of Required Coursework

- ☐ Complete all required courses as identified by your advisor and/or the graduate coordinator
- ☐ Maintain a 3.00 GPA throughout your coursework
- ☐ For M.Ed. candidates, maintain artifacts from your courses to develop your culminating portfolio

3. Field Experiences (PSED 573, 574, 575)

- ☐ Complete the principal internship application and submit to the Graduate Coordinator. You may apply to begin your internship when you have no more than one course remaining in your program.
- ☐ Attend an orientation session with the ESU internship supervisor.
- ☐ **Clearances:** Be sure that all clearances are current. If you are completing your internship in the district where you are employed, follow their requirements for updating clearances.
- ☐ Follow all directions from your internship supervisor for logging hours, attending meetings, and maintaining artifacts from your internship experiences.

4. Complete Application for PA certification

- ☐ Have a physical (can be done at campus infirmary; must have evidence of TB test).
- ☐ A 3.0 GPA is required to be certified in Pennsylvania.
- ☐ Check that the state-mandated certification tests requirement is met.
- ☐ When coursework and internship are complete apply online for certification through Pennsylvania Department of Education website.