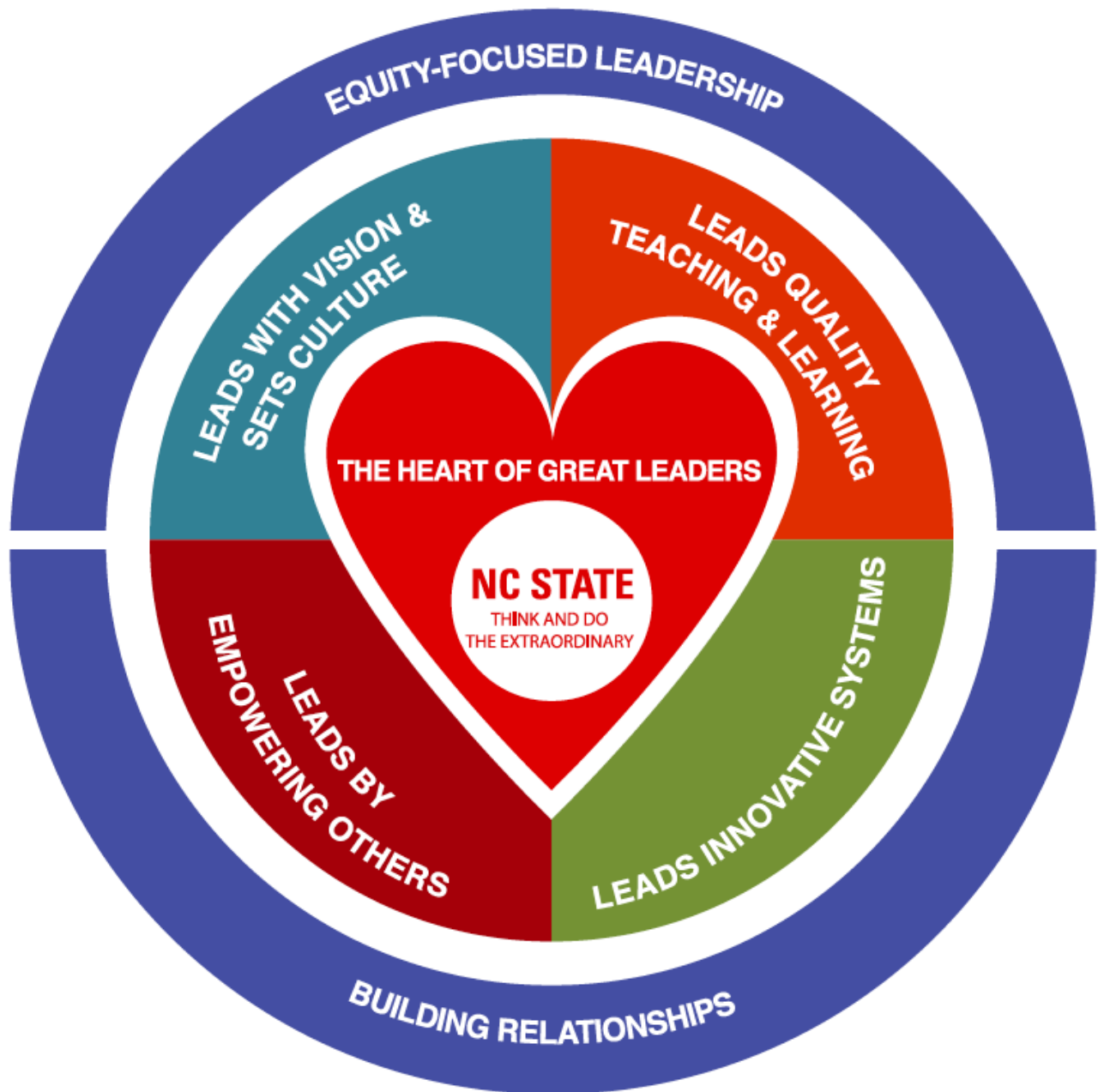


NC STATE PRINCIPAL PREPARATION

Developing Excellent Leaders, Effective Schools, and Enriched Communities



Admission Criteria

- Four years teaching experience in PK-12 public or private school is required.
- Undergraduate GPA of 3.0 or better strongly preferred (2.5 GPA minimum)

NC State Graduate School Application Procedures

All application materials should be submitted via the NC State Graduate School's online application.

1. Go to NC State's Graduate School's Online Application web page:
<https://applygrad.ncsu.edu/apply/>
2. On the right side of the page, click on the Create Account tab to register for a new account.
3. "Application Instructions" are provided within the electronic application, please read carefully. There is a nonrefundable \$75 application fee. *Your application can be more rapidly processed if you use a credit card.*
4. When completing the online application form from the dropdown menu, select the program: **Master of School Administration - Distance Summer 1 2024** (for May 2024 start date).
5. Make sure you select that you have **NC Residency** and complete the required form in the application system. **(This step is very important!)**

To complete your NC State Graduate School application, you will need the following items:

- **Transcripts** from each college attended (except NC State). Upload unofficial transcripts.
- Three **letters of reference**. One letter **must be** from your current supervisor. The system will send an email to your references asking them to electronically submit their reference.
- **OPTIONAL** - Official score report from either the Miller's Analogy Test (**MAT**) or the Graduate Record Examination (**GRE**) (taken within the past 5 years).
- Your professional **resume**: Please be detailed and include information on your teaching assignments (grades and subject), current work assignment (location) and include current supervisor name and contact information (address, phone, and email).
- **Purpose or Biographical Statement**. *Describe your career goals, work experience, and academic/professional honors. Include the key learning objectives you hope to achieve in your studies at NC State, your achievements, talents, background, experiences, and traits that will contribute to the land grant mission of NC State to serve all types of learners in all communities.*
- **A Teaching Philosophical Statement or Educational Platform**: *Describe your educational philosophy. Please include your view of the purpose of schooling, the key ingredients of an excellent education for all students, and how educational leaders should be viewed by students, teachers, parents, and other stakeholders. Your teaching philosophy should reflect your personal values and beliefs about teaching. It is a self-reflective statement that describes what you believe and provides concrete examples of what you do in the classroom to support those beliefs. You should picture your students walking out of your classroom on the last day of the school year: In what ways are those students different from the ones who entered your classroom on the first day of school?*

If you have any problems with the electronic NC State Graduate School application process, please contact:

NC State Graduate School

919-515-2872 – general information

919-515-2871 – graduate records

919-515-2873 – fax

graduate-school@ncsu.edu (general inquiries)

graduate_applications@ncsu.edu (admissions & application questions)

Your application can be more rapidly processed if you can pay the application fee using a credit card. If not paid on-line with a credit card, the application fee should be mailed directly to the Graduate School.

NC State Graduate School

1020 Main Campus Drive, Room 2300A

Campus Box 7102

North Carolina State University

Raleigh, NC 27695-7102

MSA Program Application Survey

Once your NC State Graduate School application has been completely submitted, please complete the NC State Principal Preparation/MSA Information Survey (will take approximately 10 minutes).

Required 2024 Information Survey at: <https://forms.gle/QxmpamdVH7ww5cW8A>

For questions or additional information about the program content or coursework:

Dr. Lesley Wirt, lesley_wirt@ncsu.edu, 919-513-8521

NC STATE

Principal Preparation

Name: _____

1. Have you ever been dismissed from any employment?
 YES (If yes, provide explanation.) NO

2. Have you ever resigned, voluntarily or involuntarily, in lieu of contract non-renewal, non-extension or termination of employment?
 YES (If yes, provide explanation.) NO

3. Have you ever been denied tenure/career status?
 YES (If yes, provide explanation.) NO

4. Have you ever had a contract non-renewed, non-extended or been dismissed from employment?
 YES (If yes, provide explanation.) NO

5. Have you ever been or are you currently being investigated for alleged misconduct related to your employment or arising out of your employment?
 YES (If yes, provide explanation.) NO

6. Have you ever been convicted, pled guilty, or pled nolo contendere (no contest) to any criminal offense other than a minor traffic violation (criminal offense includes, but is not limited to a felony, a misdemeanor, or Driving While Impaired). Please explain relevant circumstances in detail.

NOTE: In response to this question, include all offenses other than minor traffic offenses. The following are not minor traffic offenses and must be listed: DWI, DUI, Failure to Stop in the Event of an Accident (hit and run) and Driving While License Revoked or Suspended (DWLR).
 YES (If yes, provide explanation.) NO

7. Have you ever received probation, deferred prosecution, or any type of pre-trial adjudication, including a PJC (prayer for judgment) other than for a minor traffic offense?
 YES (If yes, provide explanation.) NO

8. Have you ever participated in a diversion program in lieu of prosecution?
 YES (If yes, provide explanation.) NO

9. Have you ever been arrested, indicted or otherwise charged or accused of a crime regardless of whether you were convicted or whether the charges were dropped other than for a minor traffic offense?
 YES (If yes, provide explanation.) NO

10. Are you currently under criminal investigation or named in an indictment, accusation or special presentment of any offense other than for a minor traffic violation?
 YES (If yes, provide explanation.) NO

NC State Principal Preparation/MSA Background Information

11. Have you ever been, or are you currently being, investigated or charged with a violation of a Professional Code of Ethics or any similar code of conduct?
 YES (If yes, provide explanation.) NO
12. Have you ever been, or are you currently being, investigated for alleged or suspected child abuse or neglect by any governmental agency?
 YES (If yes, provide explanation.) NO
13. Have you ever had a professional certificate, credential, or license or any kind revoked or suspended?
 YES (If yes, provide explanation.) NO
14. Have you ever been reprimanded, censured, placed on probationary status or suspended for any alleged misconduct or alleged violation of professional standards or conduct?
 YES (If yes, provide explanation.) NO
15. Are there any pending adverse actions against you relating to a professional certificate, credential, or license in North Carolina, any other state or country?
 YES (If yes, provide explanation.) NO
16. Are you on a child abuse registry or a sex offender registry of any kind?
 YES (If yes, provide explanation.) NO
17. Have you ever been denied a professional license for which you applied?
 YES (If yes, provide explanation.) NO
18. Have you ever been granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct?
 YES (If yes, provide explanation.) NO
19. Have you ever surrendered a professional license of any kind before its expiration?
 YES (If yes, provide explanation.) NO
20. Have you ever been disciplined by any public agency responsible for licensure of any kind, including, but not limited to, educational licensure?
 YES (If yes, provide explanation.) NO
21. Have you ever been involuntarily placed on leave by an employer?
 YES (If yes, provide explanation.) NO
22. Has an administrator ever met with you to address specific concerns about your teaching or classroom management?
 YES (If yes, provide explanation.) NO

23. Have you ever been placed on a formal improvement plan (ex: directive action plan or corrective action plan) for your teaching? YES (If yes, provide explanation.) NO

24. As a participant in NC Principal Preparation, I agree to immediately inform the Program Director if I am put on a formal improvement plan (directive, or corrective action, etc....) and fully disclose the nature and content of the improvement directive. YES NO

25. As a participant in NC Principal Preparation, I agree to immediately seek assistance from the Program Director if any of my supervisors formally or informally raise concerns about my job performance. YES NO

26. Are you a NC Resident? YES NO

27. What NC teaching license do you currently hold?
 NC SP1/Initial License NC SP2/Continuing License Lateral/Residency Other (please list: _____)

28. How many years have you been a teacher? (include this year [2023-2024] academic year)?

29. What NC teaching license will you hold during the 2024-2025 school year?
Please list: _____

30. List any other licenses you hold: _____

31. Have you ever had any loans in default, past or present? _____

If yes, please explain: _____

32. Do you have any hold on college records/cannot get a transcript? _____

33. Are you a 10-month, 11-month, or 12-month employee? _____

34. Do you work at a year-round school? _____ If so, what track? _____

35. Do you have summer work expectations at your school? YES NO
If yes, please list? _____

Signature

Date

Please return the completed form as soon as possible to Dr. Wirt by email:

Dr. Lesley Wirt

Email: lesley_wirt@ncsu.edu



We know that great schools have great leaders.

Leadership succession planning or investing in leadership “bench strength” is a standard practice in successful corporations and in high performing educational systems. NC State MSA program targets resources to prepare the very best leaders for NC’s schools and improve student outcomes.

To prepare highly effective leaders for NC’s schools, NC State uses a multi-step selection process that includes experiential events in which candidates must demonstrate their skills, knowledge, and dispositions. Through these carefully sequenced interactions, NC State selects the very best people – those who demonstrate characteristics of principals that research has identified as linked to higher levels of student performance and correlated with deeper school change.

NC State selects Principal Fellows who ...

- have high expectations and share the belief that *all* children can achieve at high academic levels;
- have a sense of urgency and personal accountability for achieving results for students;
- have a deep commitment to equity and community engagement;
- possess a deep knowledge of curriculum and instruction and monitor teacher effectiveness;
- and have strong resiliency skills to persevere when confronted with setbacks

Multi-Step Selection Process

1. Applicants complete an enhanced NCSU Graduate School application and must pass a background screening and reference check by **October 30, 2023**. Letters of recommendation for this stage of the process should come from the **candidate’s immediate supervisor(s)** and others who have worked closely with the candidate.
2. After a careful review of applications, the NC State MSA Leadership Team and Educational Leadership Faculty select finalists to participate in Candidate Assessment Day (**November 11, 2023**). Finalists engage in authentic scenario-based activities. Evaluation teams are composed of current teachers, principals, K-12 students, and district personnel.
3. During Candidate Assessment Day, finalists:
 - ✓ Role play scenario with a high school student;
 - ✓ Role play scenario with a K-12 teacher;
 - ✓ Complete multiple timed activities;
 - ✓ Participate in a 10-minute individual interview.
4. At the end of the day, the Assessment Team debriefs with the MSA Leadership Team about the strengths and weaknesses of each candidate.
5. The MSA Leadership Team then completes a comprehensive review of all the materials, consults with district leaders, and makes final admission decisions.

Offers of admission will be made approximately four weeks after Candidate Assessment Day.

go.ncsu.edu/principalprep