

K – 12 Administrators' Information Form

Tier II Professional Administrative Services Credential

Applicants interested in pursuing the TIER II Credential must have the Tier I credential, a valid teaching credential and have passed the CBEST at the time they initially enroll in the Educational Leadership Program. They must have completed two years in a full-time administrative position in a public or private school by the end of the second year of the Educational Leadership Program.

Applicant's Full Name_____

Date received the teaching credential_____

Are you sending proof of your valid credential with your application material?
 Yes No

In no, when will proof be submitted to the Educational Leadership Program?_____

Number of years of teaching experience:
 0 – 2 3 – 5 6+

Names of schools where you've taught:

Date the CBEST was taken and passed_____

Xerox of CBEST verification card is included in the application?
 Yes No

If no, when will the CBEST be taken and verification submitted?_____

Number of years of experience as a school administrator?
 0 – 2 3 – 5 6+

Titles of administrative positions and names of schools and school districts in which you were employed.

A Xerox copy of your Preliminary Administrative Services Credential (Tier I) is required.

- Yes, the credential is enclosed with my application.
 No, the credential is not enclosed.

If the credential is not enclosed, when will the credential be supplied? _____

A letter from your district's personnel office is required of all candidates for the credential. The letter must verify your employment in an administrative position and the length of time you have been employed in that position.

- Yes, the letter is enclosed with my application
 No, the letter is not enclosed.

If no, when will the letter be supplied? _____

Signature _____ Date _____