



Woodring College of Education  
Preparing thoughtful, knowledgeable, and effective educators  
for a diverse society.

Department of Special Education and Education Administration

**CERTIFICATION OF COMPLETION**

**FIELD EXPERIENCE REQUIREMENTS FOR THE RESIDENCY PRINCIPAL'S CERTIFICATE**

Applicant's Name: \_\_\_\_\_

Applicant's W#: \_\_\_\_\_

School and School District: \_\_\_\_\_

Internship Year: \_\_\_\_\_

I hereby certify that to the best of my knowledge, this applicant for the Residency Principal's Certificate has successfully completed an internship which requires practice as an intern during a full school year. A "full school year" is defined as a minimum of five hundred forty (540) clock hours of which at least one-half were during school hours when students and/or staff were present, and has demonstrated proficiency in the eight categories of the National Educational Leadership Preparation (NELP).

**Standard 1 – Mission, Vision, and Improvement** \_\_\_\_\_

- Evaluate, develop & communicate
- Lead improvement process

**Standard 2– Ethics and Professional Norms** \_\_\_\_\_

- Reflect, communicate, model & cultivate
- Evaluate, communicate, advocate ethical & legal decisions

**Standard 3 - Equity, Inclusiveness, and Cultural Responsiveness** \_\_\_\_\_

- Use data to evaluate, esign, cultivate & advocate
- Evaluate, cultivate & advocate equitable access to resources, tech & opps
- Equitable, inclusive & culturally responsive instruction & behavior

**Standard 4 - Learning and Instruction** \_\_\_\_\_

- High-quality, tech rich curricula
- Equitable practices, resources, tech, digital literacy for academic & non academic
- Culturally responsible & accessible assessments to support data-informed instruction
- Curriculum, instruction, technology, data systems & assessment practices

**Standard 5 - Community and External Leadership** \_\_\_\_\_

- Engage diverse families in strengthening student learning
- Relationships with diverse community members, partners & constituencies to benefit improvement
- Capacity to communicate to outside agencies

**Standard 6 - Operations and Management** \_\_\_\_\_

- Mgmt, communication, tech, school-level governance & operations
- Data-informed & equitable resourcing plan
- Reflectively evaluate, communicate about & implement laws, rights, policies & regulations

**Standard 7 - Building Professional Capacity** \_\_\_\_\_

- Professional engagement in recruiting, selecting & hiring staff
- Promote school improvement, teacher retention & success well-being
- Professional learning to promote reflection, cultural responsiveness, distributed leadership
- Supervision, support & evaluation designed to promote improvement & success

**Signature** \_\_\_\_\_  
**Supervising Principal**

**Date** \_\_\_\_\_