

The Principal Licensure professional certificate program is designed for educators interested in obtaining a license as a P-12 school principal. The standards-based program is designed to provide principal candidates with the knowledge, skills, and dispositions necessary to be successful school leaders who can apply theory to practice. The program encompasses instructional leadership, organizational management, technology management, and data-driven decision-making. An administrative internship is an integral component of the program, providing candidates with a field-based experience in the various aspects of school administration and supervision.

The Principal Licensure Certificate is a graduate-level certificate program intended to prepare candidates for K–12 school principal licensure in select states. The program includes a clinical component requiring field experiences and an administrative internship above and beyond program coursework. As licensure requirements may vary by state, it is the student's responsibility to ascertain and meet licensure requirements in any state in which the student desires to practice and to contact the applicable state educator licensure agency to verify current requirements to become a licensed school principal. There may be additional qualifications and/or disqualifications applicable in order to work as a principal with any local, state or federal entity.

## PLC 03UT Requirements

The Graduate Principal Licensure Certificate requires a minimum of 28 credits, which may come from a combination of required and elective courses.

### **ADMIN500** Orientation To Administration And Supervision

This course is designed to provide an orientation to the primary components of the Administration and Supervision Program. Students will be introduced to the program's progression and degree completion requirements. Field experience, electronic resources, e-portfolio, and internship will be discussed. (0 credits)

### **COM516** Professional Communications

This course provides new graduate students in University of Phoenix programs with an introduction to strategies for academic success within the University of Phoenix adult learning model. Topics include oral and written communication, methods for finding and evaluating course resources, critical thinking, the purpose and use of portfolios, program standards, stress and time management, and tools for collaborative learning, in preparation for team assignments in future classes. (1 credits)

### **ADMIN518** Leadership And Collaborative Processes

This course provides students with an overview of educational leadership and with an understanding of the issues in educational leadership positions. Students analyze the various styles of leadership and explore how leadership enhances an educational environment. Students examine information on collaborative processes and on how educational leaders can create high performing teams. (3 credits)

### **ADMIN570** Equity, Diversity, And Access In Education

This course provides candidates the opportunity to examine and to reflect upon equity, diversity, and access in education. In particular, the course focuses on the potential for contributions of students, families, teachers, and staff through equitable participation in school practices, programs, and curriculum. Candidates examine their personal beliefs, as well as issues regarding equity, diversity, and access, in the context of leadership. (3 credits)

### **ADMIN555** School Policy And Law For Principals

This course examines legal theory and practice in the context of the educational setting. The United States Constitution, federal and state court systems, legal issues, and their impact on schools are discussed, analyzed, and applied to current educational practices. (3 credits)

### **ADMIN524** Supervision Of Curriculum, Instruction And Assessment

This course examines principals' responsibilities related to supervision of curriculum, instruction, and assessment. Principal candidates study the relationships among supervision, curriculum design, national and state standards, and effective instructional practice for diverse learners. Candidates also review the types of assessments that school leaders must be familiar with, the use of assessments to measure and support student achievement, the continuous school improvement model, and the development of school improvement plans. In addition, candidates participate in field experiences related to curriculum, instruction, and assessment. (3 credits)

### **ADMIN591A** Principal Internship Part I: Instructional Leadership

This internship experience provides comprehensive field-based training designed to develop competencies needed by school principals with an emphasis on instructional leadership. Application of all principles and techniques of planning and managing curriculum and instruction, accountability systems, leadership, problem solving, and organizing will be addressed. (1 credits)

For more information about this program, including important consumer disclosures, please visit <http://www.phoenix.edu/content/altcloud/en/programs/ge/default/plc.html>.

## Graduate Principal Licensure Certificate

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### **ADMIN535** Business And Facilities Management

In this course, candidates study the processes for managing business functions and school facilities. Principal candidates study school budgeting and accounting procedures and examine issues regarding facilities management. Principal candidates also participate in field experiences related to business and facilities management. (3 credits)

### **ADMIN560** Human Resources Leadership And Management

This course focuses on the responsibilities involved in human resources administration in education. Methods of recruitment, selection, induction, development, compensation, and appraisal are examined. In addition, the course analyzes strategic planning, employment continuity, employment justice including laws, policies and procedures, and unionism. (3 credits)

### **ADMIN591B** Principal Internship Part II: Organizational Management

This internship experience provides comprehensive field-based training designed to develop competencies needed by school principals with an emphasis on organizational management. Application of all principles and techniques of planning, leadership, problem solving, organizing, human resource management, personnel evaluation, and budgeting will be addressed. (1 credits)

### **ADMIN575** Family, Community, And Media Relations

This course focuses on the role of the school principal as a catalyst for developing and maintaining collaboration with families, business and community groups, and the media to support a school's vision and programs. Candidates analyze the research on school and community relations and its implications for their particular school. They also examine ways of learning about the nature of community resources, interests, and needs; establishing reciprocal relationships; the use of conflict resolution and decision making tools; and ethical issues when working with families, business, community, and media groups. In addition, candidates plan a social action project that involves school, families, community, and the media. (3 credits)

### **ADMIN565** School Improvement Processes

This course focuses on the use of assessments in K-12 education and in developing school improvement plans from a principal perspective. Candidates review the types of assessments that a school leader needs to be familiar with, and how a school leader can use assessment data to measure student achievement. Additionally, the model and processes of continuous school improvement are explored. (3 credits)

### **ADMIN591C** Administrative Internship Part III: Professional Practice

This internship experience provides comprehensive field-based training designed to develop competencies needed by school principals with an emphasis on community and media relations. Application of all principles and techniques of planning, managing, leadership, problem solving, organizing, working with the media, and family and community relations will be addressed. (1 credits)