



Leadership/Licensure

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Administrator License Requirements, Portability, Waivers and Alternative Certification

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Information was gathered mostly from The National Center for Education Information (NCEI) state profiles titled: *Certification of Principals and Superintendents in the U.S. 2003*. The profiles can be found at http://www.ncei.com/2003_Principals_Superintendents/index.htm. The information was slightly shortened and placed in this new format so the reader could compare states side-by-side. Additional information on law changes and NASDTEC reciprocity were gathered from *StateNet*, *Westlaw* and www.nasdtec.org. If a blank box appears in the licensure portability section, it is because there was no information on that subject in the NCEI profiles, *Westlaw* and the state has not signed the NASDTEC reciprocity agreement for administrators. The NASDTEC reciprocity agreement is intended to “facilitate the movement of educators among various states and other jurisdictions which have signed the contract. Although there are conditions applicable for each jurisdiction, the Contract allows an educator (in this case an administrator) certificate or license in one state or jurisdiction to be accepted for certification in another state or jurisdiction” (National Association of State Directors of Teacher Education and Certification).

| STATE | Initial Administrator Licensure Requirements | Does the state have some ability for licensure portability or waivers? | Is there an alternative path to certification? |
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| Alabama | Principal and Superintendent: Candidate must have a master's in administration, teaching or other education field; 2 years experience in education, 1 in teaching; 18 hour add-on program, which must include an internship of 300 clock hours. Candidate must have spent time in elementary, middle or high school central office. Superintendents must take a course and pass a test in school law and finance. | Alabama has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | The state is considering a 1-year certificate that is renewable up to three times. The teacher accountability act signed into law in 2000, provided for alternative principal certification procedures (H.B. 285). |
| Alaska | Principal: Candidate must have completed 3 years as a certified teacher and hold a master's or higher degree from college or university. Temporary and provisional certificates are available. | Applicants with licenses from out-of-state can apply for a provisional certificate until they complete their “Alaska-specific” coursework. | No. |

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| | <p>Superintendent: Candidate must have 5 years satisfactory employment as a teacher or administrator, 3 of those years must have been as a teacher and 1 year as a certified administrator.</p> | <p>Alaska has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | |
| Arizona | <p>Principal: Candidate must have a master's or higher degree from a college or university. Candidate must complete a college or university program in educational administration for principals, including 30 graduate semester hours, which includes a practicum as a principal. Candidate must pass principal portion on test of Arizona Educator Proficiency Assessment.</p> <p>Superintendent: Candidate must have a master's or higher degree (60 semester hours from college or university). Candidate must complete a graduate program for superintendents, including 36 hours of educational administration courses, with practicum as a superintendent. Candidate also must achieve passing score on superintendent portion of Arizona Educator Proficiency Assessment.</p> | <p>An administrator certified in another state can get a 6-year certificate as long as they have 3 years of preK-12 teaching experience.</p> <p>Superintendents certified in another state are given 1 year to complete college courses and examinations in the Arizona and U.S. Constitution.</p> <p>Arizona has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| Arkansas | <p>Principal: Candidate must have a current teaching license and a minimum of 5 years full-time teaching experience; must have a graduate degree in any field, but if it is not in administration, the state-approved program will determine whether the candidate needs to complete additional study based on their needs. Candidate must complete a mentoring program during the period of initial licensure and the School Leaders Licensure Assessment to receive a standard license.</p> <p>Superintendent: Candidate must meet the same requirements as a principal but must have a building-level administrator license. Candidate must complete a state-approved advanced degree based on the "Standards of Licensure of Beginning Administrators," which includes an internship and portfolio. Candidates must complete the School Superintendent Assessment.</p> | <p>There is a licensure waiver provision, but it can only be used up to 3 years, at that point the candidate must meet the requirements or lose their administrator license.</p> | No. |
| California | <p>Principal and Superintendent: Candidate must have a valid teaching credential or a California services credential; must achieve a passing score on the California Basic Educational</p> | | <p>California has an alternative route to certification approved by statute, but the</p> |

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| | Skills Test and have a minimum of 3 years successful, full-time experience in one of the following: teaching, pupil personnel, librarianship, health services or clinical or rehabilitative services. Candidates must complete a college or university program in administrative services of at least 24 semester hours. Candidates must complete a 1-year internship. | | program is not yet in operation (as of 2003). |
| Colorado | Principal and Superintendent: Candidate must have completed an approved preparation or an alternative program and successfully complete a content-area assessment. Candidate must participate in a state-approved induction program. In May 2000, a bill was signed into law that clarifies that licensure is not a condition of employment for administrators. The board of a local school district may enter into an employment contract with any person to serve as a district administrator based on qualifications set by the board. This bill retains the licensure requirements for principals (S.B. 160). | Candidates prepared in another state may be issued a temporary authorization until they can complete a content-area assessment. Colorado has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | The state has "alternative possibilities for superintendents." The board of a local school district may enter into an employment contract with any person to serve as a district administrator based on qualifications set by the board (S.B. 160). |
| Connecticut | Principal: Candidate must have a master's degree from an approved institution, 18 graduate hours beyond the master's and 50 school months of successful teaching or service. An internship can count toward part of this requirement. Candidates must complete a specific set of coursework in certain fields and complete the PRAXIS I test. Superintendent: Candidate's must meet the same requirements as principals but with 30 graduate hours beyond the master's and 80 school months of teaching or other service experience. | | No. |
| Delaware | Principal: Candidate must have a master's degree with an approved program in school administration and a minimum of 3 years successful, full-time teaching experience or 2 years of teaching experience and a 1-year internship. Certain specified coursework also must be completed. Superintendent: Candidate must have a master's degree plus 30 graduate semester hours. Candidate must have a minimum of 3 years experience as teacher or administrator and must complete specified graduate coursework in school administration. | Delaware has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | No, not yet, but such a program is being considered. |

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| Florida | <p>Principal: A candidate must hold a valid professional certificate in leadership or administration. The candidate must demonstrate successful performance of the duties of a principal through an approved district management program, as a full-time district employee, as an assistant principal, an intern principal or interim principal for at least 1 year, in a formally planned professional development program and have demonstrated successful performance of the competencies of the school principalship based on the performance appraisal system approved by the state education agency.</p> <p>Superintendents: Superintendents are elected in some districts and appointed in others. By statute, superintendents are only required to be qualified for elective office.</p> | Florida has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | A new law enacted in 2002 gives that state's 67 local school boards the authority to set their own alternative qualifications for persons wanting to be a principal who do not hold a state certificate. The authority given in January 2003 has not yet been implemented because most school districts have not indicated a strong interest in that provision. |
| Georgia | Principal and Superintendent: Candidate must have a master's degree or higher, 3 years of acceptable school experience and completed an approved program in educational leadership. Candidates also must complete the Certification Assessment Program, verify recent study or experience, complete coursework in special education and demonstrate satisfactory proficiency on computers. | Georgia has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | No, not yet, but some proposals are under consideration. There is, however, a "Superintendent Permit" that can allow districts to fill the superintendency with a leader in business, military or other field (a 1-year permit that can be renewed based on other requirements being met). |
| Hawaii | <p>Principal: Candidate must be a tenured teacher or school support staff member with at least 4 years of satisfactory K-12 experience. Candidate must complete 1 year on-the-job experience in a vice principal position, receive on-site mentoring, complete 21 credits of college coursework for certification.</p> <p>Superintendent: Unclear what the requirements are to become a superintendent.</p> | | Yes, the only difference is that the candidate would need 3 years of K-12 experience rather than 4. |
| Idaho | Principal: Candidate must have a master's degree and 4 years of full-time, certified experience working with student's preK-12, while under contract in a school setting. Candidate must complete: an administrative internship or have 1-year | Idaho has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | Yes, but it is mostly used for teachers. Candidate must have strong subject-matter background, bachelor's or |

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| | <p>experience as an administrator, complete a university program of at least 30 semester hours of graduate study in school administration.</p> <p>Superintendent: Candidate must have an education specialist or doctorate degree (or a post-master's sixth-year program). Candidate also must meet the same requirements as for the principal certification.</p> | | <p>higher degree, credits equivalent to requirements for teaching endorsements. The candidate must complete a specified preparation program.</p> |
| Illinois | <p>Principal: Candidate must have 2 years of full-time teaching or school service personnel experience. Candidate must complete a graduate program of preparation for the principal endorsement, including specified coursework and required certification exams.</p> <p>Superintendent: Candidate must have general administrative certificates and 2 years of supervisory or administrative experience in schools. Candidate must complete graduate program for the superintendent endorsement, including 30 semester hours of specified coursework beyond the master's level. Candidate must pass required certification exams.</p> | <p>Illinois has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>Yes, but only for superintendents: Master's in a management field, or a bachelor's and life experience equivalent to a master's in a management field and have 5 years of successful management experience and achieve a passing score on the Illinois Basic Skills Test and administrative subject-matter test. The candidate must then complete an intensive university course of study in education management.</p> |
| Indiana | <p>Principal: Candidate must have a K-12 teaching license, have 2 years teaching experience, have completed standards-based preparation, including an internship, completed the School Leaders Licensure Assessment written assessment test, and hold a master's degree from an approved college or university preparation program.</p> <p>Superintendent: Candidate must have 2 years teaching experience, a K-12 teaching license and must complete all the principal requirements plus hold an advanced degree (Ed.S, Ed.D or Ph.D) in a related field.</p> | <p>Indiana has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>No.</p> |
| Iowa | <p>Principal: Candidate must have a teaching license and 3 years of teaching experience (including 160 days during the last 5 years). Candidate also must have a master's degree that includes specified coursework, a practicum and field</p> | | <p>No, but they considered it in 2001, and it was vetoed by the governor.</p> |

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| | <p>experiences. A bill signed into law in May 2003 requires the State Board of Educational Examiners to adopt criteria for administrator endorsements that allow one to obtain an endorsement to work as an elementary or secondary school principal regardless of the grade level at which the individual accrued teaching experience (H.B. 549 Omnibus Bill).</p> <p>Superintendent: Candidate must have or be eligible for a teaching license, meet the same requirements for the principal licensure and have a specialist's degree (or its equivalent – at least 30 hours above the master's level).</p> | | |
| Kansas | <p>Principal and Superintendent: Candidate must have 3 years experience as a certified educational professional at the level for which the endorsement is sought and hold a graduate degree. Candidate must complete a state-approved building administrator program.</p> | | <p>Yes, for superintendents but not for principals: If a school district cannot find a fully certified candidate, it can ask the state to issue this credential to a candidate who is not eligible for regular certification. The individual then has 3 years to complete required leadership coursework at a partner college or university, while serving as a superintendent with support from a mentor.</p> |
| Kentucky | <p>Principal: Candidate must be qualified for a Kentucky teaching certificate and successfully complete a test of communication skills, general knowledge and professional education concepts approved by the Education Professional Standards Board. Candidates also must complete the Kentucky teacher internship program or have 2 years of successful teaching experience outside the state of Kentucky. Candidate must have a master's degree consistent with the Interstate School Leaders Licensure Consortium standards and achieve the minimum score on two assessments.</p> <p>Superintendent: In addition to the principal requirements, candidates must be qualified for a Kentucky teaching</p> | | <p>Yes.</p> <p>Superintendents: a 2-year program for individuals with advanced degrees and professional leadership skills (Eastern Kentucky University and Murray State University)</p> <p>Principals: Candidates are placed in schools as principals or assistant</p> |

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| | certificate and have at least 3 years of full-time teaching experience. Candidate must have 2 years experience as a principal, supervisor of instruction, guidance counselor or other related experience. | | principals on a temporary basis for 2 years. |
| Louisiana | Principal: Candidate must have a valid Type A Louisiana Teaching Certificate, a master's degree, 5 years of teaching experience, achieve a minimum score on educational administration exam, and complete 30 semester hours of graduate credit with specified coursework. The individual must enroll in the 2-year principal internship program Superintendent: Candidate must meet the same requirements as a principal but with an additional completed 48 hours of graduate credit with specified courses. | | No. |
| Maine | Principal: Candidate must have a master's degree, 3 years of satisfactory teaching experience or 3 years of equivalent teaching experience in an instructional setting (business, military, postsecondary or industry). Candidate must satisfactorily complete an approved internship or practicum relating to the duties of the principal. Superintendent: Candidate must meet the same requirements as a principal but with 3 years of administrative or equivalent experience. | | No. |
| Maryland | Principal: Candidate must have a master's degree and 27 months of satisfactory performance as a teacher or school specialist. Candidate must complete a state-approved program in administration and supervision or complete 18 semester hours of graduate work in administration, including specified coursework. Candidate must achieve a qualifying score on a state-approved principal certification assessment. Superintendent: Candidate must meet requirements for teacher certification, have 3 years of successful teaching experience, have 2 years of administrative or supervisory experience and have completed a minimum of 60 semester hours of graduate work, including a master's degree and a 2-year program with graduate courses in administration and supervision. | The state can issue a waiver of initial certification for a school administrator. Maryland has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | Yes, for the principalship, candidates must have a bachelor's degree, have professional experience and be recommended for a certificate by the local superintendent. Certain additional program standards must be met and approved by the local board of education. |
| Massachusetts | Principal: Candidate must have an initial license in another | The commissioner of education can | Yes, since October 2001 |

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| | <p>educational role and have completed 3 full years of employment in an approved educational setting or have completed at least 3 full years of employment in an executive management/leadership role or in an approved private, charter or higher education setting accepted by the department of education. Candidate must demonstrate successful application of the Professional Standards for Administrators by completing a Performance Assessment for Initial License and one of the following programs in the role and level the license sought: an approved graduate program of study, including a supervised practicum or equivalent (300 hours); an administrative internship (300 hours); or a panel review (limited to candidates who have completed a graduate management/administration program or 3 full years of employment in an executive/ leadership role). Candidates also must achieve a passing score on the communication and literacy skills test. To gain a professional license, candidates must possess an initial principal/assistant principal license, have completed a 1 year induction program with a trained mentor, and have completed at least 3 full years of employment as a principal/assistant principal.</p> <p>Superintendent: Candidates for a preliminary license must have completed at least 3 full years of employment in an executive management/leadership role or in a supervisory, teaching or administrative role in a public/charter school, private school, higher education or other educational setting accepted by the department, and achieve a passing score on the communication and literacy skills test. Candidates for an initial license must meet the same requirements as a principal.</p> | <p>issue a waiver for a principal or superintendent. The waiver is valid for 1 year and renewable.</p> <p>Massachusetts has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>the state has had an alternative route for both principals and superintendents. State officials, however, say there is a reluctance to use these routes. In addition, the state commissioner holds the right to waive requirements, with the expectation of needing a passing score on the communication and literacy test.</p> |
| Michigan | <p>Principal and Superintendent: Since July 1999, Michigan has not had any certification of principals or superintendents. Most school districts set their own requirements for administrator licenses, which may include a teacher certificate. This is strictly a local issue and not mandated by the state. State law <i>does</i> require that a newly hired administrator must have completed, within the previous 5 years, at least 1 semester hour or 3 State Board Continuing Education Units (SBCEUs), but no course subjects are</p> | <p>It is up to the local districts.</p> | <p>No need.</p> |

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| | specified. Once an administrator is employed, they must complete at least 6 semester hours or 18 SBCEUs every 5 years | | |
| Minnesota | Principal and Superintendent: Candidate must have 3 years of successful classroom teaching experience while holding a teaching license at the level appropriate. Candidate must also complete a specialist or doctoral program or a program consisting of a master's degree plus 45 quarter credits in school administration at a Minnesota graduate school. Candidate must complete field experience of 320 hours or 8 weeks in 12 continuous months at the elementary or secondary level as an administrative aide to a licensed and practicing school principal. | The state may issue a waiver to a school district allowing it to hire a candidate for principal or superintendent. The waiver is valid for 1 year and is renewable for a limit of 2 years during which time the candidate is expected to meet licensing requirements. | Yes, for both principals and superintendents, but it has only been used for superintendents thus far. The alternative is intended for candidates that lack a K-12 teaching background and have not completed an administrator preparation program. |
| Mississippi | Principal and Superintendent: Candidates must have a master's, specialist or doctoral degree in educational administration/leadership and successfully complete the School Leaders Licensure Assessment. Once the candidate has an entry-level license, they have 5 years to complete entry requirements of the School Executive Management Institute. | State may issue a 1-year educator license to someone who has a teaching license and 3 years of teaching experience but has not completed a master's program. Mississippi has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | They have an alternative route to entry-level administrative positions such as assistant principal. |
| Missouri | Principal: Candidate must have a bachelor's degree from a state-approved teacher preparation institution and 2 years of teaching experience. Candidate must complete a master's degree or higher from a state-approved program for the preparation of principals, as well as achieve a passing score on a state-approved exit exam. Superintendent: Candidate must meet the same requirements as a principal but must complete a state-approved program for the preparation of <i>superintendents</i> . | | No, but they are considering the development of one. |
| Montana | Principal: Candidate must have a master's degree in school administration (or equivalent), be eligible for a class 1 or 2 teaching certificate at the proper level, have a minimum of 3 years of successful experience as a certified teacher at the proper level, and complete 14 graduate semester credits, including specified coursework in education administration. Superintendent: Candidates must meet the same | | No. |

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| | <p>requirements as a principal but also must have a principal endorsement in Montana and have 1 year of administrative experience as an appropriately certified administrator. Candidate also must complete 8 semester hours beyond the master's degree, including specified coursework. In addition, candidates must complete a 1-year supervised internship as a superintendent.</p> | | |
| Nebraska | <p>Principal: Candidate must have 2 full school years of teaching experience in an approved elementary or secondary school. Candidate must complete 36 or 45 graduate semester hours in an approved program in educational administration, including specific coursework. Candidate must complete a 1-semester internship.</p> <p>Superintendent: Candidate must have a regular teaching certificate or an administrative and supervisory certificate and at least 2 years teaching experience. Candidate must complete 60 graduate semester hours in educational administration, have a specialist or doctoral degree and complete a 1-semester practicum in an approved school system.</p> | <p>The state can issue a provisional certificate for either superintendents or principals for candidates that still need to complete all certification requirements.</p> <p>Nebraska has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| Nevada | <p>Principal and Superintendent: Candidate must have a valid teaching license, 3 years of teaching experience, a master's degree or higher in educational administration, 24 semester hours of graduate courses in the administration of a school, including specified coursework and an additional 12 semester hours of graduate courses that may include other courses considered to be a part of an administrative program for educators.</p> | <p>Nevada has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| New Hampshire | <p>Principal: Candidate must have 3 years of successful experience in a school system as a teacher or education specialist and complete a state-approved college or university preparation program for principals.</p> <p>Superintendent: Candidate must have a master's degree and must complete a state-approved educational administration program at the certificate of advanced graduate study or doctoral level. Superintendents do not need teaching experience. First-year superintendents are required to complete a 25-hour in-service program directed by the Office</p> | <p>The state can issue a 1-year "Permission to Employ" waiver while the individual completes the requirements to become certified.</p> | <p>Yes, there is a very rigorous route for persons with administrative experience in education or another field to become a school administrator. Officials say that very few people have done this.</p> |

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| | of the Commissioner of Education. | | |
| New Jersey | <p>Principal: Candidates must acquire a 1-year provisional license before they can receive a standard principal license. Candidate for provisional license must hold a master's degree in education or related field, complete studies in specified topics, achieve a passing score on the National Teachers Exam test of educational leadership, undergo an assessment of performance through structured experiences simulating the duties of a school principal, be offered employment by a school that formally agrees to sponsor the Principal Residency. After the candidate has completed the 1 year Residency Program, the state may issue a Standard Principal License.</p> <p>Superintendent: The process is the same as for principals, except there is a provisional superintendent's license and a standard superintendent's license. The requirements for each are the same as the principal.</p> | | The state does not have an official alternate route, but the state can allow non-traditional candidates to become superintendents by requiring advanced training in management. No such route for principals exists. |
| New Mexico | <p>Principal and Superintendent: Candidate must have a valid New Mexico teaching license, complete a master's degree, including an apprenticeship completed at an approved educational administration program. The apprenticeship must be a minimum of 180 hours under the supervision of a local superintendent. Candidate also must achieve a passing score on the state-adopted licensure examination and demonstrate state-adopted competencies for administrators. During the initial period of the license the candidate must be on a Professional Development Plan and be provided structured support through a mentoring system by the school district.</p> <p>The state is about to change its administrator licensure system to reflect two different licenses – one for principals and one for superintendents.</p> | <p>State issues a small number of waivers for school administrators.</p> <p>New Mexico has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| New York | <p>Principal: Candidate must have a bachelor's degree, 3 years of teaching, administrative/supervisory and/or pupil personnel experience and 18 semester hours of graduate study in school administration. The candidate must complete an approved internship under a practicing school administrator and a representative of the college or university or 1 year of satisfactory, full-time experience in a school administrative or</p> | <p>Candidates for the superintendency can be issued waivers if they are deemed by the commissioner of education to be "exceptionally qualified."</p> <p>New York has signed the NASDTEC Interstate Contract for administrator</p> | No, but state officials say they are considering a proposed alternative path. |

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| | <p>supervisory position and 12 semester hours of additional graduate study.</p> <p>Superintendent: Candidate must have a master's degree, 3 years of teaching, administrative/supervisory, and/or pupil personnel experience and 24 semester hours of graduate study in school administration. The candidate must complete an approved internship under a practicing school administrator and a representative of the college or university or 1 year of satisfactory, full-time experience in a school administrative or supervisory position and 36 semester hours of additional graduate study.</p> | reciprocity agreements. | |
| North Carolina | <p>Principal: Candidate must have completed an approved program in school administration at the master's level or above and achieve the required score on the School Leaders Licensure Assessment.</p> <p>Superintendent: North Carolina does not require that a superintendent hold a state license.</p> | At the request of a local superintendent, the state can issue a provisional principal's license to a candidate with at least a bachelor's degree. The candidate has up to 3 years to complete the requirements for the principal's license. | In 2001, a bill was enacted that permits an individual who has leadership, management and administrative ability in a field other than education to serve as a local superintendent (S.B. 378). |
| North Dakota | <p>Principal: Candidate must have a valid North Dakota Educator's Professional License, at least 3 years of teaching or administrative experience, complete 20 semester hours of graduate credit in a master's degree program from a state-approved program in educational administration.</p> <p>Superintendent: Candidate must have the same credentials as a principal, with an additional 2 years of administrative experience as a principal or administrator, complete 28 semester hours of graduate credit with 8 specifically focused on coursework on the superintendency.</p> | <p>The state can issue provisional principal and superintendent certificates to an individual who does not meet the qualifications for a level I credential. The candidate is expected to progress toward meeting all requirements.</p> <p>North Carolina has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| Ohio | <p>Principal: Candidate must have 2 years of successful teaching experience under a professional teacher license at the level for which the principal license is sought, have a master's degree, complete an approved college or university principal preparation program and successfully complete an examination prescribed by the State Board of Education. The candidate will then be issued a provisional principal license, which makes the candidate eligible for entry to the "Entry Year Program." This program includes academic classes,</p> | | Yes, but state officials say it is not used often. It includes issuing a temporary license as a district-specific credential, which is not portable. This is renewable annually with continuing professional development. |

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| | <p>mentoring and performance assessment. The candidate works full time and receives a principal's salary.</p> <p>Superintendent: Candidate must have 3 years experience in a position that requires a principal or administrative specialist license. Candidate must complete an approved college or university preparation program for superintendents.</p> | | |
| Oklahoma | <p>Principal and Superintendent: Candidate must have a teaching certificate, 2 years of teaching, supervisory or administrative experience and a master's degree in any field. Candidate must achieve a passing score on the required competency-based test. First-time superintendents or those from out of state must take 11 days of training with the State Department of Education.</p> | <p>There are no waivers for school principals.</p> <p>If a superintendent is from out-of-state, they must take 11 days of training from the State Department of Education.</p> <p>Oklahoma has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>The state's 2 urban districts are allowed to hire a non-certified candidate as a superintendent.</p> <p>A bill signed into law in May 2003 puts forth a set of standards for the alternative certification of principals and superintendents (H.B. 1438).</p> |
| Oregon | <p>Principal and Superintendent: Candidate must have 3 years of experience as a full-time licensed educator in an accredited school, a master's degree or higher in the arts and sciences or an advanced degree completed as part of the master's or separately in a graduate program in school administration and completed an approved practicum in school administration. Candidate must have satisfied a recent experience requirement by completing, during the last 3 years, an approved administrator education program, 1 year of full-time work in an accredited school, 6 semester hours of academic credit. Candidate must achieve passing scores on a test of professional knowledge for school administrators, test of basic verbal and communication skills, test of knowledge of U.S. and Oregon civil rights law, and tests of knowledge of Oregon school law and finance.</p> | <p>No, except the "Exceptional Administrator License" described to the right.</p> <p>Oregon has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>No, except an unconventionally qualified applicant may be granted an "Exceptional Administrator License" at the sole discretion of the commissioner of education.</p> |
| Pennsylvania | <p>Principal: Candidate must have 5 years of satisfactory professional school experience, with at least 3 years at the level they wish to be a principal, completed an approved program of graduate study preparing the candidate to direct, operate and administer the educational activities of the school. Candidate must also achieve a satisfactory score on state-prescribed assessments.</p> | <p>The state can grant an "Emergency Permit" for an administrator if the hiring district has advertised the position but cannot find a certified candidate. The person must have a bachelor's degree and work to complete the state requirements. Officials say this is hardly</p> | <p>No.</p> |

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| | <p>Superintendent: Candidate must complete 6 years of teaching or other professional certified service in state-approved elementary and secondary schools, including 3 years as a supervisor or school administrator. Complete a state-approved graduate-level educational administration program. The state will then issue a "superintendent's letter of eligibility" for consideration as a district superintendent.</p> | <p>ever used.</p> | |
| Rhode Island | <p>Principal: Candidate must have a master's degree, be eligible for a Rhode Island teaching certificate, have 3 years of teaching experience in elementary or secondary schools, have completed an approved preparation program for elementary or secondary principals during the previous 5 years and completed not less than 24 hours of graduate-level work, including specific topics in school administration and supervision. Candidate must then complete an additional 6 credits of coursework.</p> <p>Superintendent: Candidate must have an advanced degree: doctorate, master's or certificate of advanced graduate study, have not less than 36 semester hours of graduate-level coursework, including specified courses in school administration, be eligible for a Rhode Island teaching certificate and have 8 years of educational experience, including both teaching and administration. Candidate also must complete an additional 6 hours of graduate credit.</p> | <p>Yes, the state is authorized to issue waivers for hiring of school administrators.</p> <p>Rhode Island has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| South Carolina | <p>Principal: Candidate must have a valid South Carolina Educator's Professional Certificate at the elementary or secondary level and 3 years of teaching experience, including 1 year at the level the certification is being sought. Candidate must achieve a passing score on the approved area administrator exam and complete an advanced program approved for the training of elementary or secondary school principals and supervisors.</p> <p>Superintendents: Candidate must have a valid South Carolina principal, supervisor or teacher professional certificate; achieve a minimum qualifying score on the approved area administrator examination; have 3 years experience as preK-12 or postsecondary teacher; and have 2</p> | <p>Superintendent candidates may be issued a school superintendent certificate if he or she has a valid out-of-state administrator, principal, supervisor or other educational leadership certificate, and 5 years of experience as a director or assistant superintendent in a school district.</p> <p>Principal candidate may be issued an out-of-field permit if the candidate is from a nonteaching background. Candidate must complete an approved administrator preparation program while</p> | None yet, though some discussion on the idea is underway. |

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| | years as a school or district administrator or postsecondary administrator. Candidates also must complete an advanced program approved for the training of school superintendents. A second option for a superintendent certificate is for the candidate to have a master's degree from a teacher education program and then complete an additional 15 semester hours in specified educational administration coursework. | holding the permit. South Carolina has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | |
| South Dakota | Principal: Certification of principals is not necessary, but a candidate must have 4 years of classroom teaching experience on a valid certificate at the age/grade for which the authorization is sought and have a master's degree in education. Candidate must complete an internship, including all job responsibilities of the principalship and demonstrate competence related to the age/grade span for which the authorization is sought. Superintendent: Certification of superintendents is not necessary, but a candidate must have a valid South Dakota teacher certificate, 4 years of classroom teaching experience, 1 year of administrative experience on a valid certificate and a master's degree plus 15 graduate hours within the requirements for a Career School Superintendent Endorsement. During the first 5 years under this endorsement the individual must complete 6 additional graduate semester hours within the requirements for the Career School Superintendent Endorsement. | A waiver is not necessary because South Dakota does not require that principals and superintendents be certified. | A bill signed into law in March 2003 suggests that there is an alternative certification program and that it must be delivered by an accredited college or university. The program must be delivered in coordination with the Department of Education and Cultural Affairs and the employing school system (S.B. 71). |
| Tennessee | Principal: Candidate must have a teaching certificate, teaching experience and complete an approved graduate program in school administration, including a practicum or complete a 1-semester internship, working through a Tennessee school district under a mentor principal. Candidate must successfully complete a performance exam for school administrators. Superintendents: Tennessee does not require that superintendents hold a license. | Tennessee issues a 1-year nonrenewable permit. This allows a school district to hire an individual who is not qualified for certification, however, by the end of the school year, he or she must be enrolled in a route to certification. Tennessee has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | State officials say there is an alternate route for principal certification, but they don't think it has ever been used. |
| Texas | Principal: Candidate must have 2 years of experience as a classroom teacher, a teaching certificate, a master's degree, completed a college or university preparation program for the | Waivers can be issued and renewed by the state commissioner of education. These are issued for short periods of | Texas does have an alternative route for individuals who have |

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| | <p>Principal Certificate and successfully completed the required educator assessments. A first-time principal must complete a 1-year induction period, with mentoring support.</p> <p>Superintendent: Same as principal requirements with the addition of holding a standard principal certificate or the equivalent, issued by another state or country, provided that the individual performed satisfactorily on a principal certificate exam. Candidate must complete a state-approved college or university superintendent preparation program.</p> | <p>time to allow administrator candidates to complete state requirements.</p> <p>Texas has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>already been teachers or principals but not for a person from out of the field of education.</p> |
| Utah | <p>Principal and Superintendent: Candidate must have a teaching or pupil services certificate and at least 2 years of acceptable professional experience in teaching or pupil services. Candidate must complete at least a 5th year of training in an approved administrator/supervisory certification program, including a master's degree in administration or related area and complete an internship of a minimum of 450 hours of supervised elementary and secondary school level clinical experiences, at least half of the hours in a school.</p> | <p>The state can issue a "letter of authorization" for both principals and superintendents.</p> <p>Utah has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>In 2003 a bill was signed into law that allows a local board to hire a superintendent with outstanding professional qualifications who does not hold an administrative license (S.B. 154 Omnibus Bill).</p> |
| Vermont | <p>Principal: Candidate must have 3 years of successful teaching experience and a master's degree. Candidate must pass the Praxis I test and demonstrate that he or she has met 90 general competencies – documenting this by coursework or experience.</p> <p>Superintendent: Candidate must have 3 years of successful teaching experience and 2 years of success in a position of educational leadership and a master's degree (does not have to be in education leadership). A candidate that has a degree in a field other than educational leadership must complete 5 to 6 specified courses. Candidate also must pass the Praxis I test.</p> | <p>The state may issue a 1-year waiver to allow a school district to employ as a school administrator a candidate who has not met all requirements. The individual is expected to complete the required college or university program.</p> <p>Vermont has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | <p>A person may become a school administrator by going through an Alternative Licensure Assessment, which is available for any license endorsement.</p> |
| Virginia | <p>Principal: Candidate must have a master's degree; 3 years of successful, full-time experience as a classroom teacher in an accredited school; and complete an approved administration and supervision program in Virginia, which ensures the candidate demonstrated the required competencies. Candidates also must complete a beginning administration and supervision assessment when prescribed by the Board of Education or complete a full-time internship as a school</p> | <p>An out-of-state superintendent candidate can meet the state requirements by having a master's degree, a current out-of-state license with an endorsement as a superintendent and 5 years of educational experience, including 2 years of teaching and 2 years of administration/supervision.</p> | <p>There is an alternate route for superintendents but not for principals. The Virginia General Assembly, however, is considering an alternative route for principals.</p> |

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| | <p>principal or have 1 year of successful, full-time experience as an assistant principal or principal in an accredited school.</p> <p>Superintendent: Candidate must have a doctorate degree in educational administration or leadership and 5 years of educational experience in an accredited school, including 2 years of teaching experience and 2 years of administration/supervision at the preK-12 level.</p> | <p>Principals can receive a provisional license if the candidate has a master's degree from another field other than education. The candidate must then complete 3 courses in school law, budget and finance and evaluation of school instruction.</p> <p>Virginia has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | |
| Washington | <p>Principal: Candidate must have a teacher or educational staff associate certificate; complete an approved master's degree; complete an approved program for principals; and have documented, successful school-based experience in an instructional role with students. (These certification standards may have been altered by the state very recently.)</p> <p>Superintendent: State law does not require that a superintendent be certified but a local school district may require it.</p> | <p>Washington has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| West Virginia | <p>Principal and Superintendent: Candidate must have a master's degree, complete a state-approved preparation program, including an internship, have 3 years of management experience, complete education and training in evaluation skills offered through the Center for Professional Development or equivalent program approved by the State Board.</p> | <p>Candidates for either the principalship or superintendency also may become certified if they have 3 years of successful out-of-state experience as an educational leader in the same specialization within the previous 7 years. Candidate must have a valid out-of-state professional administrative certificate in the same specialization and satisfy the minimum proficiency level on the pre-professional skills test and the content specialization test in educational leadership (unless exempted).</p> <p>West Virginia has signed the NASDTEC Interstate Contract for administrator reciprocity agreements.</p> | No. |
| Wisconsin | <p>Principal and Superintendent: Candidate must have or be</p> | <p>The state may issue a 1-year, renewable</p> | No. |

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| | eligible for a K-12 teaching license, have 3 years of successful teaching or pupil services experience in K-12 schools (for those with a background in pupil services candidate must have at least 540 hours of successful classroom teaching experience) and complete an approved program or the equivalent leading to licensure as a principal or superintendent, with 12 graduate semester credits of specified coursework, including a practicum or internship at the level they are seeking licensure. | waiver for a superintendent license to a candidate who is not fully qualified. The individual is given 2 years to complete state requirements. | |
| Wyoming | Principal: Candidate must have a teaching certificate and 3 years of experience in an accredited school. Superintendent: Wyoming does not require that a superintendent be certified. | The state can issue a waiver to a person not fully certified as an administrator. Wyoming has signed the NASDTEC Interstate Contract for administrator reciprocity agreements. | No. |

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