

Department of Educational Policy and Administration
Licensing and Leadership Development Program for Educational Administrators

Culminating Requirements Report

Name: _____ University ID#: _____ State ID #: _____

License Desired: _____

I. Classroom Teaching Experience

<u>District Name and State</u>	<u>School/Levels</u>	<u>Area of Teaching</u>	<u>Years</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Check if licensing under 3512.07: Administrative Licensure Without Teaching Experience

II. Human Relations Requirement

Check if currently licensed in Minnesota.

If no Minnesota teaching license, list Human Relations course information.

<u>Institution</u>	<u>Course Title</u>	<u>Term/Year</u>
_____	_____	_____

III. Administrative Field Experience Requirement

(Time is required at all three levels [elementary, middle, secondary] for a K-12 principal license.)

<u>District Name and State</u>	<u>School/Level</u>	<u>Position</u>	<u>Dates</u>	<u># of hours</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

IV. For superintendent, K-12 principal, and director of special education licensure: current total of credits to equal 90 quarter or 60 semester credits beyond a bachelor's degree, which must include a terminating graduate degree.

For director of community education licensure: current total of credits to equal 20 semester credits beyond a bachelor's degree.

<u>Institution</u>	<u>Year(s)</u>	<u># of credits</u>	<u>Highest Degree Completed</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Applicant's Signature Date

Coordinator's Signature Date