

North Carolina Principal Fellows Program

APPALACHIAN STATE UNIVERSITY®
REICH COLLEGE OF EDUCATION

The AppState Principal Fellows Program is a two-year program to prepare outstanding educators to serve as school administrators in NC Public Schools.

The Principal Fellows Program provides participants with full in-state tuition and fees for the Masters in School Administration. Candidates receive salary replacement during the second year for the 10-month, full-time internship at the salary level commensurate to the position they hold in 2023-2024 (plus any relevant step increases and raises).

Participation in the Principal Fellows Program requires a commitment of service for 4 years in a NC public school as a school administrator, and candidates must repay the grant through service.

Application:

Application Deadlines:

Step 1: Application due to the Districts - January 31, 2024

Step 2: Application due to App State Graduate School (MSA Program) - January 31, 2024

The Appalachian State Principal Fellows Program seeks a racially, ethnically, and linguistically diverse cohort. The application process is open to all interested candidates who meet the selection requirements as outlined in this document.

The Appalachian State Principal Fellows Program is a partnership between Appalachian State University and Watauga County Schools, Ashe County Schools, Alleghany County Schools, Alexander County Schools, Avery County Schools, Caldwell County Schools, Burke County Schools, Newton-Conover Schools, Elkin-City Schools, Wilkes County Schools, Appalachian State Lab Schools, and Winston-Salem Forsyth County Schools.

Characteristics of Strong Principal Fellows Candidates:

Substantive (at least 4 years) teaching experience

Value for diversity and difference

Strong instructional skills	Commitment to equity
Experience using data to inform instruction	Commitment to serving in the district
Commitment to educational change	Resilience and persistence
Experience supporting the growth of teachers	Strong collaborative skills
Strong work ethic	Strong social/emotional skills

Participant Assurances:

Participant holds a teaching license in North Carolina.
Participant holds a bachelor’s degree from an accredited institution.
Participants will actively participate in the 36 credit hour program, earning a Masters of School Administration Degree (MSA) and initial principal licensure.
Participants will actively participate in up to 12 planned leadership days (professional development in partnership districts) over the course of the 2-year cohort.
Participants will fully participate in a comprehensive, 10-month, full-time, clinical internship, in the second year of the program cohort at an assigned school.
Participants will collaboratively work with mentor principal, internship supervisor, and equity coach, to receive feedback to grow and develop in school-based leadership.
Participants will participate in data collection as requested in order to meet the NCPFP grant recipient requirements and the Appalachian State requirements.
Participants will participate in a summer leadership conference in conjunction with Appalachian State University.
Participants will commit to four years of service as a school administrator in NC Public Schools.
Participants will commit to taking one year off of active duty in a NC Public School role during the internship year (year 2), resulting in not earning a year towards retirement that year.

District Assurances:

Provide up to six days of professional release time during year 1 for completion of fieldwork and program requirements.
Work collaboratively with Appalachian State personnel to select an excellent mentor principal to guide intern learning during the internship year.
Support full-time clinical internship for 1 academic year, allowing substantial leadership

responsibilities under the direction of selected mentor principals.

Strongly consider qualified program graduates for placement as school leaders in eligible schools.

Actively host 1 of the 12 planned leadership days (professional development in partnership districts) over the course of the 2-year cohort.

NC Principal Fellows Program: Appalachian State University

A two-stage process will be used to select participants for the NC Principal Fellows Program at Appalachian State University. **Stage 1 – District Application** and **Stage 2 -App State MSA Application**.

STAGE 1 – District Application

Stage 1 – District Application: This application represents **Stage 1** of the process. Interested candidates who meet the rigorous selection criteria based on competencies predictive of success as a school leader outlined below should submit this application to District Point

Person _____ by **January 31, 2024**.

Name: _____
Last *First* *M.I.*

District *School Name* *Position*

Home Address (street/city/state/zip)

Phone Number *Email Address*

Immediate Supervisor's Name *Phone Number* *Email Address*

Before submitting your application materials, please review the checklist below to ensure your application is complete. Incomplete applications will not be considered for the NC PF Program. Submit the following application materials by 1/31/24.

- 1) Page 3 of Application & Current Résumé

- 2) Three confidential letters of support (Current supervisor [required] and grade-level chair, etc.)
- 3) 2 to 3-page personal statement that reflects commitment to education, instructional leadership, data usage, and being an equity-oriented change agent
- 4) Interview of applicant in person. Interview time and date TBD, based on district-level scheduling

NC PFP candidates who are selected by the District Selection Committee will move to Stage 2. Notifications will be made on or before 2/28/24 by the District Selection Committee.

I certify that all application materials submitted for the NC PFP program (i.e., application, letters of support, personal statement, and interview) are a true and accurate representation of my qualifications. I recognize that by signing this document that I waive my right to access to the Letters of Support being submitted on my behalf as part of this application process.

Signature: _____

Date: _____

Submissions must be received by 1/31/24.

Please submit all application materials to

Stage 2 -Appalachian State MSA Application.

Prospective candidates chosen by the District Selection Committee will formally apply online to the Cratis D. Williams Graduate School. NC PFP candidate applications are due to Appalachian State no later than 1/31/24. This date is earlier than standard graduate school application deadlines.

The Appalachian State Reich College of Education and Cratis D. Williams Graduate School's formal admission requirements specify the following:

- [For the MSA Program:](#)
 - Cumulative Grade Point Average (GPA) of 3.0 or higher
 - GRE or MAT examination scores if the candidate does not have a previous graduate degree or an undergraduate GPA of 3.0 or higher (4.0 scale).
- Three letters of recommendation (can be the same as Stage 1) with a minimum of one recommendation from a principal/supervisor who has recent knowledge of the applicant's leadership capabilities and potential.
- Official transcripts from all universities attended.
- Written personal statement that clearly articulates the applicant's interest in and potential for school leadership.
- Resumé that provides detailed information regarding the applicant's previous professional and leadership experiences, including a minimum of three years of professional education experience.
- Complete all [online application](#) requirements for the MSA Program at Appalachian State University

Final Steps in Application Process

- If selected as a district semi-finalist, candidates will participate in a face to face interview at Appalachian State University. The interview process will include possible simulations, performance tasks, and a panel interview that involves situational, dispositional, and aspirational questions. NC PFP faculty, staff, and partner district leaders will assess applicants during the interview process.
- Final selection of participants for NC PFP at Appalachian State will be **collaboratively determined by partner district leaders and App State leadership**. Admissions decisions are based on an applicant's full set of application materials. All evidence about a prospective student, including the criteria listed above, work experience, letters of reference and recommendations, the individual's personal statement, district recommendation, and interview performance will be thoroughly considered in making selection decisions.
- **Candidates selected will be notified by Appalachian State on or before 5/15/24.**