



APPLICATION FOR ADMINISTRATOR'S CREDENTIAL

DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER AND SCHOOL EFFECTIVENESS
SFN 50246 (Rev. 10/2011)

RETURN TO:
Department of Public Instruction,
Teacher and School Effectiveness
600 East Boulevard Ave., Dept. 201
Bismarck, ND 58505-0440
Fax: (701) 328-0201

For information on the North Dakota Administrator Credentials, you can access NDAC 67-11-02, 67-11-06, and 67-11-07 at <http://www.dpi.state.nd.us/resource/rules/current.shtm>. If you wish to complete this application online, access NDTeach at <https://secure.apps.nd.gov/dpi/ndteach/login.aspx>.

Section A: To be completed by all applicants.

Prerequisite: Valid North Dakota Educator's Professional License -- *Please check the appropriate boxes*

<input type="checkbox"/> New Application (complete sections A, B, & D)	<input type="checkbox"/> Change of Level (complete sections A, B, & D)	<input type="checkbox"/> Renewal (complete sections A, C, & D)
<input type="checkbox"/> Elementary Principal	<input type="checkbox"/> Secondary Principal	<input type="checkbox"/> Superintendent

Last Name	First Name	Middle Initial	Maiden Name	Teacher License Number
Mailing Address		City	State	ZIP Code
E-mail Address			Telephone Number	

Location of Present Employment

School Name		Mailing Address		
City	State	ZIP Code	Telephone Number	
Position	Superintendent		Grade Levels Served	

Section B: To be completed by new applicants only.

Graduate Study Preparation

College/University	
Degree Earned	Year Received

Applicable Teaching and/or Administrative Experience

Years	School Name	Position Held	Grade Levels Served	Subjects Taught

Section B: (continued)

Program Verification: Identify the North Dakota college advisor submitting a letter of verification for this credential.

College Advisor	College/University
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Reference: Identify the supervisor submitting the letter of recommendation to verify required years of successful teaching/administrative experience.

Supervisor's Name	Position	Mailing Address
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Section C: *To be completed for renewal of credentials only.*

- Graduate credits: Please attach transcripts showing appropriate coursework completed since last credential was issued.
- and/or
- Conference/workshop participation: Please attach verification of attendance or participation in acceptable workshops as listed in the administrative rules for the credential you are seeking to renew.

Section D: *To be completed by all applicants.*

Signature of Applicant	Date
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A copy of the college transcripts and other appropriate documentation must be submitted along with the completed application.