

HISD ACP Principal Academy-Certification Program Application & Selection Process

Selection Process	
Step 1	<p>To be eligible to apply candidates must meet the following minimum State requirements:</p> <ul style="list-style-type: none"> • Master's Degree from an accredited institution of higher learning • Minimum of 3.0 G.P.A. out of 4.0 from Masters program • Three years of successful teaching experience on a valid Texas Teacher Certificate <p>Prospective applicants will submit an Application Portfolio that includes the following:</p> <ul style="list-style-type: none"> • One page application form • Cover letter – highlighting leadership experience • Resume – highlighting leadership experience • Official transcript of Masters Degree • Copy of teaching certificate • Copy of PDAS, MPDAS or other appraisal instrument over last three years • A completed nomination form from principal and two references from current supervisor and colleagues <p>Delivery of Application Portfolio: By mail - Ryan Professional Learning Center, 4001 Hardy, Houston, TX 77009 attention Pat Ashley. In person – drop off application to Pat Ashley at Ryan Professional Center, building B, room 101. Ms. Ashley's phone number is 713-696-0693.</p>
<i>If applicant meets qualifications for step 1 they will proceed to step 2</i>	
Step 2	<p>Candidate is referred to HISD's Recruitment and Selection team to complete an online assessment .</p>
<i>If applicant meets requirements for step 2 they will proceed to step 3</i>	
Step 3	<p>Recruitment and Selection will schedule a skills demonstration of the role of a principal to assess candidate's knowledge and skills.</p>
<i>If applicant meets requirements for step 3 they will proceed to step 4</i>	
Step 4	<p>Recruitment and Selection will conduct a structured in person interview.</p>
<i>If applicant meets interview requirements they will be notified of their selection into PACE.</i>	
<p>Final Selection / Notification of program participants</p>	