Rev 02/2015

Administrator
Requirements for Expert Residency Preliminary Certificates (1st Issuance)

An Expert Residency Preliminary Certificate is renewable annually. The applicant must satisfy all of the applicable requirements outlined in the table below. Some certificate areas require coursework while others require both coursework and a valid RI certificate. All certificate areas require the applicant to take and pass RI assessments (through the ETS testing service at www.ets.org) as well as hold a Bachelor's degree from a regionally accredited institution. Some Expert Residency Certificates also require an advanced degree. For renewal requirements, see the Expert Residency Overview.

CERTIFICATE (Certificate Area Code)	CERTIFICATE (and/or) COURSEWORK	ASSESSMENT NAME & PASSING SCORES	EXPERIENCE
Building Level Administrator (12001)	COURSEWORK: An advanced degree from a regionally accredited institution	School Leaders Licensure Assessment (6011) with a score of 166	At least 3 years of educational experience
District Level Administrator Curriculum, Instruction, and Assessment (12011)	CERTIFICATE: Building Level Administrator (12001) **AND** COURSEWORK: An advanced degree from a regionally accredited institution	N/A	N/A
District Level Administrator Special Education (12012)	CERTIFICATE: Building Level Administrator (12001) **AND** COURSEWORK: An advanced degree from a regionally accredited	N/A	At least 3 years of educational experience in special education
School Business Administrator (12015)	N/A	N/A	At least 3 years of business administrator experience in a non-education context with significant responsibilities in at least 2 of the following: financial resource management, human resource management, facility management, property acquisition and management, and information management
Superintendent of Schools (12016)	COURSEWORK: An advanced degree from a regionally accredited institution	School Superintendent Assessment (6021) with a score of 160	At least 3 years of experience as a building administrator or significant leadership in a non-educational context