



**M.Ed. in Teacher Leadership (TL) & Educational Leadership (EdL)**

**Candidate, District Recommendation,  
& Mentor Commitment Form**

**Applicant Name:** \_\_\_\_\_ **Applicant PSC Cert ID #:** \_\_\_\_\_

KSU's M.Ed. in Teacher Leadership (TL) & Educational Leadership-Tier I (EdL TI) Program is intended to prepare dynamic, high-performing leaders to:

- Collaboratively transform schools into learning communities characterized by student success. Graduates will be prepared to lead professional learning, mentor and coach other teachers, support curriculum and evidence based instructional practices, and support improved student learning through data-informed decision-making.
- Participate in transforming schools into learning communities characterized by student success. Graduates would be successful in any school and are particularly ready to lead schools in Georgia in the role of assistant principal.

**Candidate Commitments:**

- Will complete coursework as required by KSU Graduate Catalog aligned with program admission date.
- Must attempt both the Teacher Leadership & Educational Leadership GACE exams prior to graduation.
- Must pass the Teacher Leadership and/or Educational Leadership GACE exam(s) prior to eligibility for PSC field addition.
- Must update mentor information with KSU Certification Officer if there is a change in mentor's PSC status or availability of mentor to serve as such in candidate's current location of employment.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date

**District Commitment:**

This program is intended to be job-embedded, and candidates will apply the research and theory they learn to school issues and initiatives. To ensure the acquisition of needed knowledge and skills, field experiences are a part of each course. The district commits to supporting the candidate's:

- Selection of a PSC qualified mentor. A mentor is needed for the Teacher Leadership and Educational Leadership portions of the program. A single mentor may serve both portions of the program if the mentor meets PSC TL and EdL TI requirements for both programs.
- Intensive residency experience is designed to address a school-based problem of practice and intensive practicum providing for syntheses of program learning.
- Continuing success by notifying KSU if there is a change in the PSC status of either the candidate or the candidate's mentor(s).

\_\_\_\_\_  
Principal or District Representative's Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Principal or District Representative's Signature

\_\_\_\_\_  
Date



**M.Ed. in Teacher Leadership (TL) & Educational Leadership (EdL)**

**Teacher Leadership (TL) Mentor Commitment Form**

**Applicant Name:** \_\_\_\_\_ **Applicant PSC Cert ID #:** \_\_\_\_\_

**Mentor Commitment:**

The Department of Educational Leadership (EdL) at KSU is committed to providing genuine experiences leading, facilitating, and making decisions characteristic of teacher and school leaders. Each applicant is required to obtain agreement from a school-based mentor who serves as a principal, assistant principal, lead teacher, instructional coach, department head, and/or other school/system personnel with the knowledge and skills to support the applicant. Mentors must remain employed in a school setting to continue mentoring the candidate.

- Support the efforts of KSU personnel and the activities of the candidate throughout the M.Ed. TL & EdL TI program.
- Assist KSU personnel in arranging the residency experience at the school where the candidate is employed.
- Provide time for the candidate to fulfill the responsibilities of the residency experience and the applied course assignments.
- Serve on the Candidate Support Team (CST). Meet with the university faculty member responsible for candidate's supervision. The candidate is part of the CST. Open and frequent communication among the parties is essential to optimum candidate development.
- \*\* A single mentor who meets the above qualifications may serve as mentor for both TL and EdL TI\*\*

**PSC Requirements for Teacher Leadership Mentor:**

- Must hold a current clear, renewable PSC Teacher Leadership (service), Curriculum & Instruction (service) or Leadership (Tier I or II) Certificate
- Has 3+ years of teaching experience

**Role of the Teacher Leadership Mentor:**

- Ensure the candidate receives a minimum of thirty-six clock hours for observations, coaching, and reflection over the duration of the program.
- Assist the candidate to successfully apply the knowledge and skills delineated in the Teacher Leadership standards by the end of the program.

**TO BE COMPLETED BY INDIVIDUAL WHO WILL MENTOR THE CANDIDATE**

The candidate above will be assigned an area of responsibility related to school improvement. This assignment will require the candidate to complete specific responsibilities for which s/he will receive academic credit. By signing this form, I accept the responsibility of serving as a mentor to the above-named candidate.

\_\_\_\_\_  
TL Mentor Printed Name

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Mentor PSC ID#

\_\_\_\_\_  
School Name

\_\_\_\_\_  
School System

\_\_\_\_\_  
School Zip Code

\_\_\_\_\_  
TL Mentor's Signature

\_\_\_\_\_  
Date



**KENNESAW STATE  
UNIVERSITY**  
BAGWELL COLLEGE OF EDUCATION

Department of Educational  
Leadership

**M.Ed. in Teacher Leadership (TL) & Educational Leadership (EdL)**

**Educational Leadership (EdL) Mentor Commitment Form**

**Applicant Name:** \_\_\_\_\_

**Applicant PSC Cert ID #:** \_\_\_\_\_

**Mentor Commitment:**

The Department of Educational Leadership (EdL) at KSU is committed to providing genuine experiences leading, facilitating, and making decisions characteristic of teacher and school leaders. Each applicant is required to obtain agreement from a school-based mentor who serves as a principal, assistant principal, lead teacher, instructional coach, department head, and/or other school/system personnel with the knowledge and skills to support the applicant. Mentors must remain employed in a school setting to continue mentoring the candidate.

- Support the efforts of KSU personnel and the activities of the candidate throughout the M.Ed. TL & EdL TI program.
- Assist KSU personnel in arranging the residency experience at the school where the candidate is employed.
- Provide time for the candidate to fulfill the residency responsibilities and the applied course assignments.
- Serve on the Candidate Support Team (CST), meeting and communicating with the university faculty member responsible for candidate's supervision. Open communication is essential to optimum development of candidates.
- \*\* A single mentor who meets the above qualifications may serve as mentor for both TL and EdL TI\*

**PSC Requirements for Educational Leadership Mentor:**

- Must hold and maintain a current clear, renewable PSC Tier I or Tier II Leadership Certificate
- Has 3+ years of teaching, service or leadership experience
- Has 1+ year(s) of leadership experience

**Role of the Educational Leadership Mentor:**

- Provide the candidate opportunities to experience a range of administrative functions, become acquainted with all facets of leadership, be able to observe and work with educational leaders in a variety of situations.
- Provide duties of increasing responsibility (assign responsibilities which contribute to the on-going school/district program, with increasing duties as time passes and skills increase).
- Assign and monitor an improvement project.
- Meet regularly with the candidate and provide feedback on progress. Provide specific directions/tasks/requirements to improve leadership ability in the area(s) of need.
- Ensure the candidate receives a min. 250 clock hours of leadership observations, coaching, and reflection over the duration of the program.

**TO BE COMPLETED BY INDIVIDUAL WHO WILL MENTOR THE CANDIDATE**

The candidate above will be assigned an area of responsibility related to school improvement. This assignment will require the candidate to complete specific responsibilities for which s/he will receive academic credit. By signing this form, I accept the responsibility of serving as a mentor to the above-named candidate.

\_\_\_\_\_  
**Mentor Printed Name**

\_\_\_\_\_  
**Mentor Position Title**

\_\_\_\_\_  
**Mentor PSC ID #**

\_\_\_\_\_  
**School Name**

\_\_\_\_\_  
**School System**

\_\_\_\_\_  
**School Zip Code**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Please return to the candidate to be included with their application materials.**