

Date Received by SD DOE:
Form AC7(12-2018)

Office of Educator Certification
Type all information or use blue or black ink.

Professional Development Plan
Administration Alternative Certification

Part 1 – Applicant Information

South Dakota Educator or Preliminary Certificate Number		Expiration Date
Last Name	First Name	Maiden/Previous Last Name
Telephone Number	Email Address	

Part 2 – Professional Development Plan Information
Email completed form to certification@state.sd.us or upload to your application

Public or Department-Accredited School	School Building Name
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<input type="checkbox"/> Superintendent <ul style="list-style-type: none"> All requirements must be completed within five years with 21 transcribed credits from a regionally-accredited institution of higher education with a grade of C or higher in the following areas. 			
Coursework Strands	Name of regionally-accredited institution of higher education	Course Number and Name	Intended Completion Date
Leadership and district culture			
Organizational management			
Values and ethics of leadership			
Educational policy and law			
Communication			
Community relations			
Curriculum planning and development			
School finance			
Instructional management			
Three-hour approved South Dakota Indian studies course			
State-designated content test must be completed for the first renewal.			Intended Completion Date
Pass the state-designated content test: 6021 School Superintendent			

K-12 Principal

- All requirements must be completed within five years with 18 transcribed credits from a regionally-accredited institution of higher education with a grade of C or higher in the following areas.
- State-designated content test must be completed for the first renewal.

Coursework Strands	Name of regionally-accredited institution of higher education	Course Number and Name	Intended Completion Date
Instructional leadership			
Ethical and inclusive leadership			
Cognitive coaching/facilitation skills			
Creating a safe and inclusive school environment			
Process management			
Systems management			
Educational policy and law			
Three-hour approved South Dakota Indian studies course			
State-designated content test must be completed for the first renewal.			Intended Completion Date
Pass the state-designated content test: 6011 School Leaders Licensure Assessment			

Applicant Signature	Date
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Save the completed form as a PDF and Email to certification@state.sd.us