

Dear Prospective Principal Cohort Leadership Academy Candidate:

Thank you for your interest in Bowling Green State University's Principalship Cohort Leadership Academy. The Principalship Cohort Leadership Academy allows candidates to pursue educational administration course work at off-campus sites convenient for the students and to obtain tuition for 1/3 off fall, spring, and summer semester course work.

The following application procedures are required by the Graduate College for admission to the PCLA Master's program:

1. An application for Admission to the Graduate College at BGSU must be completed and sent directly to the Graduate College. You can also do this at <http://www.bgsu.edu/colleges/gradcol/page24959.html>
2. Two copies of the official transcripts of credit from EACH institution of higher education attended other than BGSU. Transcripts must bear the seal of the issuing institution.

The following application procedures are required by Educational Administration and Supervision and returned to Tom Lammers, PCLA Director, 546 Education Building, BGSU, Bowling Green, OH 43403.

1. Letter of application explaining why you've chosen the PCLA Master's Program at BGSU and also career aspirations, professional activities, memberships, committees, publications, and honors you've received.
2. A copy of your most recent resume.
3. Three letters of reference, one of which is from an individual familiar with your academic ability and one of which is from an administrator or supervisor who is familiar with your professional performance – one must be from a current supervisor. See Recommendation Form at <http://www.bgsu.edu/downloads/edhd/file56399.pdf>
4. Test scores from the aptitude (general) portion of the Graduate Record Examination (GRE) taken with the past five years.
5. The completed Application for Administrative Licensure form if you are planning to seek Ohio administrative or supervisory licensure in conjunction with completing the degree program at <http://www.bgsu.edu/downloads/edhd/file56398.doc>
6. The Prospective Candidate Information Sheet (blue/enclosed).
7. The EDAS Database form at <http://www.bgsu.edu/downloads/edhd/file56400.pdf>

If you have any questions regarding the PCLA Master's program, please feel free to contact me at 419-372-9981 or by email at tlammer@bgsu.edu.

Sincerely,
Tom Lammers, Director, PCLA
546 Education Building
419-372-9981 or toll free at 1.877.650.8165