

ADMISSION APPLICATION – PRINCIPAL ENDORSEMENT PROGRAM

RETURN COMPLETED FORM & MATERIALS TO ...

Department of Educational Leadership, Eastern Illinois University, 2320 Buzzard Hall, 600 Lincoln Avenue, Charleston, IL 61920 ... or scan & email to edadmin@eiu.edu ... call (217) 581-2919 for assistance

STUDENT INFORMATION

STUDENT NAME _____ (Last) _____ (First) _____ (MI)

E-Number (on Panther Card) _____

Address _____ (Street) _____ (City) _____ (State) _____ (Zip)

Cell Phone # (_____) _____ **Home or Work #** (_____) _____

EIU Email (@eiu.edu) _____ **Personal Email** _____

I wish to take part in the following **PEP Tier II Admissions Day** event (choose one):

☐ **'Virtual/Online' (July 25, 2025):** ☐ **Other / Date (Location):** _____

I plan to begin the four-class **PEP course sequence** during the following semester & term (choose one / include year):

☐ **Spring** ☐ **Summer** ☐ **Fall** **Year** _____

APPLICATION MATERIALS

The following materials **MUST** be submitted with this application. All information will be verified by EDL advisor/staff. **Incomplete applications will not be considered for admission into the Principal Endorsement Program (PEP).**

- Successful completion of at least 12 semester hours** (may include current semester) of Educational Leadership Program coursework in either of these Master of Science in Education (MSED) programs -- **Option #2 (Principal)** or **Option #3 (Teacher Leader & Principal)** ...

Course #	Semester Hours	Semester/Year Complete	Institution

Course #	Semester Hours	Semester/Year Complete	Institution

- Evidence of a cumulative GPA of at least 3.25**, as part of Educational Leadership Program MSED coursework ...
Current GPA: _____

- Proof of a valid and current Illinois teaching certificate.** Examples include: early childhood, elementary, secondary, special K-12, or special preschool-age 21 certificate.

Certificate Code	Description of Certificates & Endorsements
Example: PEL	Example: Elementary Teaching (Language Arts, Math, Social Science)

- Verification of having **four years** of full-time teaching experience by the completion of the Principal Endorsement Program (PEP). Full-time is defined by the Illinois School Code 105 ILCS 5/24-11. **Attach a Proof of Employment Letter**, signed by a **Human Resources officer** (or bookkeeper/administrator), stating the position and dates currently employed at school district (on school district letterhead).

School District Where Employed	Position Held	Dates Employed

- Attach a Letter of Support** from an immediate supervisor, which should clearly indicate the candidate's leadership potential and ability to successfully complete the PEP program (also on school district letterhead).