

**FLORIDA DEPARTMENT OF EDUCATION REQUEST TO SUBMIT FORM –
LEVEL II SCHOOL PRINCIPAL PROGRAM (RTS-SP 2023)**

Eligible Entity: _____

Superintendent/President/Chief Executive Officer Signature: _____

Program Unit Name: _____

Program Contact Name: _____

Contact Email/Phone Number(s): _____

A school district, charter school or charter management organization seeking approval to offer a state-approved Level II school principal program as described in section 1012.562, Florida Statutes (F.S.), and State Board of Education Rule 6A-5.081, Florida Administrative Code (F.A.C.), shall submit a *Florida Department of Education Request to Submit Form (Form RTS-SP 2023)* to the Florida Department of Education prior to submitting an electronic program application containing a description and supporting evidence of the specified program. Submit this form and required supporting documentation via email to EdPrepFolio@fldoe.org.

PROGRAM NAME/TITLE
Level II School Principal Program

The eligible entity certifies the following. Check each box, if appropriate:

- The program unit has received approval to offer a Level II School Principal Program from its district school board or governing board. **Attach documented evidence.**
- The entity ensures that school personnel accepted into the program have a Florida Educator’s Certificate in Educational Leadership; earned a highly effective or effective designation under section 1012.34, F.S.; and satisfactorily performed instructional leadership responsibilities as measured by the evaluation system in section 1012.34, F.S.
- The entity shall provide job-embedded school leadership field experiences working with teachers and students in educational settings to ensure each candidate demonstrates and achieves the competencies and skills needed to meet educator certification requirements.
- The entity shall only endorse as program completers candidates who demonstrate all of the Florida Educational Leadership Standards at the Level II school principal certification level while employed in a public school within the district in a school leadership position.