TO APPLY
Complete an online application at https://tinyurl.com/SMCOE-PASC-Cohort5
You will need the following when applying:
• Letter of interest
• Two letters of recommendation - one from current supervisor
• CTC Credential number

FOR MORE INFORMATION
visit www.smcoe.org/smcoetier1
or contact Brian Allen,
Coordinator, Leadership and Administrative Services
ballen@smcoe.org or 650.802.5349

Preliminary Administrative Services Credential (PASC)
CTC ACCREDITED PROGRAM

SAN MATEO COUNTY OFFICE OF EDUCATION
Lori Musso
Associate Superintendent,
Human Resources / Teacher & Administrator Development

Cheryl Agrawal
Administrator,
Teacher & Administrator Development

EARN YOUR Preliminary Administrative Services Credential (PASC)
CTC ACCREDITED PROGRAM

Teacher and Administrator Development
Cohort begins
February 2020

101 Twin Dolphin Drive, Redwood City, CA 94065
The San Mateo County Office of Education’s preliminary administrative services credential program is a one-year program designed for full-time educators who are looking to earn an administrative credential to either deepen their current work or open up additional career opportunities in site or district-based administration.

The program maintains a rigorous pace in order to conclude in one year.

**HIGHLIGHTS**
- Cohort meets on Tuesday evenings, starting February 2020
- A community of learners is established through face-to-face and online conversations
- A lens of equity is applied throughout all curriculum
- All classes are taught by veteran or practicing administrator

**PROGRAM DESCRIPTION**
- Meets Commission on Teacher Credentialing (CTC) requirements for the Preliminary Administrative Credential
- One-year program
- Aligned with the California Administrator Performance Expectations (CAPE)
- Includes in-class and integrated online learning, field experience, and leadership project
- Offers relevant and rigorous preparation with a focus on practice and equity
- Provides authentic experiences that develop transformational leadership
- Prepares candidates to successfully pass new state assessment (CalAPA)

**PROGRAM OVERVIEW**
- PASC graduates will be able to:
  - Design systems for effective leadership
  - Become an instructional leader
  - Foster a climate of innovation and continued improvement
  - Use data to inform and drive decisions
  - Analyze and synthesize current educational research
  - Collaborate, reflect, and lead

**PROGRAM OUTCOMES**
- Cost:
  - Program Tuition: $6500 plus processing fees
  - Books / materials: $80
  - CalAPA Fees (not paid to SMCOE, paid by individual for required test): $425