



## College of Education and Human Development Department of Educational Leadership

### Texas A&M University-Corpus Christi Exit Policy

#### Dismissal of Candidates from the Principal Preparation Program

##### **TAC §228.31(b)**

(h) All EPPs shall have a published exit policy for dismissal of candidates that is reviewed and signed by candidates upon admission.

Texas A&M University-Corpus Christi is committed to educating, graduating, and certifying candidates who will be effective leaders. Evidence of potential effectiveness includes academic, professional, and personal qualities. Principal candidates are carefully assessed throughout the educator preparation program for leadership skills and successful course completion. If a candidate's overall GPA falls below the required GPA or other issues arise concerning a candidate's fitness, ability, and/or demonstration of the ability to lead, the principal candidate may be dismissed from the program.

#### **Reasons candidates may be removed from the Principal Preparation Program may include, but not be limited to, the following:**

- Failure to maintain a minimum 3.0 grade point average and failure to meet course requirements
- Standard of Conduct/Educator Code of Ethics violation (RULE §247.2)
- Criminal Background Check that precludes placement
- Failure to make continual progress towards program completion and lack of progress towards demonstrating Administrator Standards (TAC §19.149 BB) and TExES 268 Domains and Competencies
- Non-adherence to the Principal Certification Handbook
- Failure to respond to feedback from Site or Field Supervisor and University Principal Program Coordinator
- School/district refuses to accept the student for practicum experience
- School/district requests that the candidate be removed from a practicum assignment
- **Lack of program participation for two (2) or more years**  
To continue program after a break in enrollment requires the following:
  - 1) New application
  - 2) Meet all current admission requirements
  - 3) Complete new set of TEA forms
  - 4) Pay additional TEA fee (\$35)
  - 5) New acceptance letter

### Procedures for removing a student from the Principal Preparation Program

- Dismissal due to violation of established admissions or continuation criteria the Program Coordinator will notify the student in writing of grounds for dismissal.
- Dismissal due to school principal or site supervisor recommendation requires
  - a written request to terminate the placement generated by the school principal;
  - reasons for terminating placement; and
  - submitted to the Program Coordinator.

Once a request is received and reviewed, the following will occur:

- A meeting will be scheduled to inform the candidate of the decision to terminate placement and dismiss the student.
- A formal letter of dismissal from the Principal Preparation Program will be sent to the candidate from the Program Coordinator.

### Due Process Rights in the Principal Preparation Program

Students who wish to appeal admissions or retention criteria may schedule a meeting with the Office of Certification Coordinator to ask that an individual exception be made. The student must follow the Texas A&M University-CC College of Education and Human Development Due Process and Complaint Resolution Policy Procedures found at: <http://education.tamucc.edu/index.html>

I have read, understand, and agree to the expectations for performance and Exit Policy for Dismissal from the Texas A&M University-Corpus Christi Principal Preparation Program as described in this document and in accordance with **TAC §228.31(b)**.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
A#

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date