

Aspiring Principal Program | Application Prep

This document contains everything you need to prepare a strong and complete application for the Aspiring Principal Program—including every question on the application, helpful prompts, and resources to support your writing. Aspiring Principals can complete an application by **January 29**. We encourage you to review this guide early, gather the information and documents you'll need, and use it as a space to draft your responses before submitting your final application.

Quick Prep Checklist

Before you begin your application, make sure you have:

- ☐ Confirmation that you meet the eligibility requirements:
 - Completed or almost completed (75%) Principal Certification
 - Work at a campus or district in the Permian Basin region
- ☐ Commitment to being a Principal in the Permian Basin region within the next 1-3 years
- ☐ A clear understanding of the program commitments and your availability across all session dates [see [APP Program Dates](#)]
- ☐ Two approval forms (your current principal and principal supervisor) [see *Approval Form below*]
- ☐ Superintendent contact information for the MOU

A note on AI tools

We know generative AI tools are widely available, and we're not asking you to pretend otherwise. But what we're most interested in on this application is your thinking — the specific experiences, tensions, and instincts that only you can describe. Responses that are drafted or heavily shaped by AI tend to sound polished but generic, and they don't tell us much about how you actually see and respond to the work of leading a school.

So we ask that you write your responses yourself, in your own voice, without AI assistance. It's okay if your answer is rougher or shorter than a perfectly worded paragraph — we'd rather read your authentic thinking than a smooth version that isn't fully yours.

2027 Aspiring Principal Program Application

CAREER EXPERIENCE

1 | Upload your resume.

2 | I have my principal certification or am close (75%) to completing my principal certification.

☐ Yes ☐ No

2A | If you have completed your principal certification, please upload your certificate.

2B | If you are close to completing your principal certification, please share your expected completion date and/or pending milestones to reach certification.

YOUR VISION

Think about an educator who changed how you think about leadership, and what specific insights or beliefs you gained from them, including things like:

- Your beliefs about students and their potential
- Your perspective on the role of teachers and administrators in shaping learning and school culture
- Specific moments that influenced your vision for education
- Your values, priorities, and the impact you hope to make as a principal

3 | In 200 words or less, describe an educator who has helped shape your vision for education as a school leader.

YOUR WHY

Record a 1–3-minute video of your response to the following prompt:

Why do you want to be a principal in the Permian Basin region?

4 | Upload your video.

YOUR LEADERSHIP

5 | Think of a specific area you are working to improve in as a leader. Use that to answer the following questions:

5A | Tell us about a specific growth area you are working to improve in yourself as a leader. (<250 words)

5B | How did you identify this growth area? (<250 words)

5C | What is your approach to your own improvement in this area? (<250 words)

5D | What successes have you already experienced in this area? (<250 words)

5E | What barriers / roadblocks have you run into in this area? (<250 words)

SITUATIONAL LEADERSHIP

6 | Think of a specific situation where you had to work with someone you believed exhibited difficult or challenging behaviors. Use that to answer the following questions:

6A | What was the situation? (<250 words)

6B | What did you do? (<250 words)

6C | What was the outcome? (<250 words)

6D | What did you learn / what might you have done differently in retrospect? (<250 words)

CURRENT PRINCIPAL & PRINCIPAL SUPERVISOR APPROVAL

Given that the Aspiring Principal Program will require you to be off campus for a minimum of 10 days during the school year, you will need approval from your current principal and principal supervisor to participate. Get their approval by following these steps:

1. Download [this document](#).
2. You'll need 2 of these documents so you can get two separate signatures:
 - your current principal
 - your principal's supervisor
3. Upload both signed documents in the appropriate space below.

7 | Current Principal Contact Information:

7A | Principal Full Name

7B | Principal Email

7C | Upload document signed by Current Principal

8 | Principal Supervisor Contact Information:

8A | Principal Supervisor Full Name

8B | Principal Supervisor Email

8C | Upload document signed by Principal Supervisor

PROGRAM DATES

The following link includes APP Learning Session and Rotation Visit dates which all participants will be expected to attend.

- Learning Sessions are in person professional development that include simulations of real-world scenarios for individual and group reflection.
- Rotation Visits are opportunities for aspiring principals to gain hands-on knowledge by shadowing experienced principals across Texas. Each rotation visit will happen on two consecutive days within the window of dates shown (exact dates will be determined at a later date based on availability).

Please review to ensure your ability to participate: [APP Program Dates](#)

9 | I can commit to all program dates listed above.

☐ Yes ☐ No

DISTRICT-LEVEL SUPPORT

Please share the following information needed for your MOU if selected for the program:

10 | Please share the following information needed for your MOU if selected for the program:

10A | Superintendent first name

10B | Superintendent last name

10C | Superintendent email address

10D | District office mailing address