

Appendix A2



Preliminary Administrative Credential Program

1. Handbook Receipt
Submit to soeforms@pointloma.edu, required for registration
2. Form Appendix A
Submit to soeforms@pointloma.edu, required for acceptance
3. Form Appendix A1
Submit to soeforms@pointloma.edu, required for acceptance
4. Site Supervisor Resume
Submit to soeforms@pointloma.edu, required for acceptance
5. Employment Verification Letter
Submit to soeforms@pointloma.edu, required for acceptance
6. FERPA Training
Submit to soeforms@pointloma.edu, required for registration
7. Taskstream Account (fee assessed through tuition)
See email (sent the week prior to quad start) from soeassessment@pointloma.edu for set-up instructions