



ALD Frequently Asked Questions

1. What is the CES Administrative Leadership Development (ALD) program? ALD is a practitioner-based program for aspiring school and district leaders and for new principals seeking additional professional development and support. The program is an accredited alternative pathway to a New Mexico Level 3B Administrative License.

2. What are the prerequisites for ALD?

- a) Superintendent's or Charter leader's recommendation on the ALD form,
- b) Master's degree,
- c) Minimum of three years teaching or related service experience,
- d) Level 2 or Level 3A Teaching License or related service license,
- e) Completion of the ALD application and all other documents requested in the application.

3. What is required of ALD participants?

- a) 100% attendance at both virtual and face-to-face sessions
- b) Successful completion of 180-hour school site internship
- c) Full participation in discussions and all ALD activities
- d) A commitment to remain in their district or charter for three years

4. What is the duration of the ALD program? ALD is a year-long program. The ALD coursework is completed concurrently with a school site-based internship. ALD content is aligned to the Excel NM 5 Essential Practices.

5. When can participants begin ALD? The ALD program has two entry dates each year. Participants may begin the program in September or January. ALD application windows are open during May for the fall semester and November for the spring semester.

6. How long are the class sessions? Each semester contains three (3) weekend sessions for a total of six (6) sessions. The sessions are scheduled on Friday afternoon from 1:00p.m. to 5:00p.m. and Saturday from 8:00a.m. to 4:30p.m.

7. Does ALD require assignments outside of class? Yes, assessments and written assignments are assigned to ensure mastery of administrative competencies. Assignments will be integrated with the internship activities to ensure all administrative competencies are being met.

8. What about the administrative exam requirement for licensure? All applicants for administrative licensure must take and pass the administrative exam required by the NMPED. Please see the PED website for more details about the test.

9. Has ALD been approved by the PED? CES has received accreditation for ALD from the Professional Standards Commission and NMPED.

10. What happens if a candidate leaves their district or charter before the end of the three-year commitment? If a participant chooses to leave before three years, the participant and the district will determine the candidate's responsibility for the cost of the program. Districts/Charters are making an investment in the participants by providing release time (substitutes) for classes, internship opportunities and mentoring, and in some instances, districts are paying the participant's tuition; thus, the reason for requiring the three-year commitment in the application. The program should benefit both the participant and the district.

11. Do I need to send an official transcript from my college or university? We must verify a master's degree with a transcript. You can request one from your college or university. If your district or charter has one on file, a scanned copy can be emailed to us. The PED, however, will require an Official transcript when you apply for licensure.

12. What is the cost of ALD? The CES Executive Committee has budgeted and funded the majority of the cost for ALD as a service to school districts. Participants are responsible for a \$1000 tuition fee per semester (\$2000 total) plus the cost of books. Payment for the ALD tuition can be made using one of two methods:

- a) If the individual is paying for the program, use a credit card through Pay Pal
- b) If a District is assuming the cost of tuition for participants, a PO must be sent to CES.