



**Orange County Department of Education
Institute for Leadership Development
Clear Administrative Services Credential Program**

Enrollment Criteria for the Clear Administrative Services Program

Eligibility Criteria: *Enrolling candidates must:*

1. Hold a Preliminary Administrative Credential and be employed in a position requiring an administrative credential.
2. Provide verification of employment. Employing Agency must verify employment in a position requiring an administrative credential by signing the candidate's application.

Application Process: *Enrolling candidates must submit:*

- ❖ Completed Application Form
- ❖ Resume
- ❖ Letter of Interest
- ❖ Completed *Tuition Payment Agreement* form
- ❖ \$1,200.00 deposit payable to OCDE.

Please note: This deposit will be applied to the total tuition cost. However, should the candidate opt-out prior to beginning the Clear Administrative Services Program, \$1,200.00 will be refunded upon written notification of the decision to withdraw from the program.

Tuition

The tuition cost for participating in the two-year Orange County Department of Education's Clear Administrative Services Credential Program is \$4,600.00 per year, \$9,200 total. Candidates may elect to participate in additional professional learning opportunities, including *Interactive Development for the 21st Century Principal* (ID21), for an additional cost.