



## Application for International School Leadership Certificate Program

Education Leadership Canada  
180 Dundas Street West - 25th Floor  
Toronto, ON  
M5G 1Z8  
Phone: 416-322-6600  
Fax: 416-322-6618  
[www.principals.ca](http://www.principals.ca)  
[international@principals.ca](mailto:international@principals.ca)

Greetings from Education Leadership Canada® (ELC), a division of the Ontario Principals' Council (OPC).

We are delighted that you are interested in the International school Leadership Certificate Program (ISLCP) and ELC is proud to be offering an international principal's course designed by principals for principals, and delivered by ELC in partnership with local boards of education. I am confident our program will provide you with an outstanding professional learning experience. It is my personal and professional pleasure to be involved in this enriching endeavour.

For specific inquiries about the ISLCP please contact [international@principals.ca](mailto:international@principals.ca), or for general inquiries about ELC please e-mail [ELC@principals.ca](mailto:ELC@principals.ca).

Sincerely,

Dr. Joanne Robinson  
Director of Professional Learning  
Education Leadership Canada  
Ontario Principals' Council



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### Online Instructions

This form may be completed online and submitted by e-mail. Save your progress at any time by clicking the **SAVE TO FILE** button that appears at the bottom of every page. Save the form to a convenient location and enter a memorable file name. Upon completion, click the **SUBMIT BY EMAIL** button that appears at the end of the application (we recommend you save or print the form prior to e-mailing).

### Print Instructions

If you choose to mail in your application, you may type your answers and print the form or print a blank form and complete it by hand. To print the form at any time, click the **PRINT** button that appears at the bottom of every page. Complete the form and fax to 416-322-6618 or mail to:

Education Leadership Canada  
Attn: International School Leadership Certificate  
180 Dundas Street West, 25th Floor  
Toronto, ON M5G 1Z8, Canada

### Session Information

Please note the ISLCP is only offered during the summer session at the following locations: Toronto, Ottawa, London, Ontario, Canada.

Course Site (1st Choice):  Course Site (2nd Choice):

### PART A - Personal Information

Title:  First Name:  Middle Name:  Last Name:

Address:  Address2:

City:  Prov/State:  Country:

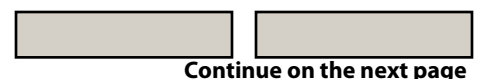
Postal/ZIP Code:  Email:  Home Phone:

School/Office:  DSB (if applicable):

School/Office Telephone:  Date of Birth (dd/mm/yyyy):

Panel:  Elementary  Secondary  Other

Education Leadership Canada® recognizes the importance of privacy and the sensitivity of personal information. The ELC adheres to a Privacy Policy that is compliant with the Protection of Personal Information and Electronic Documents Act. You may access this Policy at [www.principals.ca](http://www.principals.ca).



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## Part B - Academic Qualifications

	Degree	Date Conferred	University
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>

## PART C - Certification of Teaching Experience

All applicants for ISLCP Part I must submit proof of five (5) school years of successful classroom teaching experience in a school providing elementary or secondary education.

Teaching experience must be recorded on official school letterhead, signed by the superintendent or an equivalent. The original signed letter must be mailed to:

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Attn: International School Leadership Certificate Program  
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M5G 1Z8, Canada



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## Part D - Fee Payment Form

Please print and fax this page to 416-322-6618. Signature required for payment processing.

Title:  First Name:  Middle Name:  Last Name:

Email:  Home Phone:

### Fee Schedule

Course Fee: Part I: \$1190.00 CDN (HST Included)

*Includes \$50.00 non-refundable registration fee. Fees are income tax deductible.*

## Fee Payment Authorization

### Option A: Money Order Payment

Money Order A money order totalling \$1190 will be made payable to:

**ELC**

and mailed to:

Education Leadership Canada

Attn: International School Leadership Certificate Program

180 Dundas Street West, 25th Floor

Toronto, ON M5G 1Z8 CANADA

### Option B: Credit Card Payment (fax to 416-322-6618)

VISA

Mastercard

Cardholder's Name (if different than applicant):

Card Number:

Expiry Date (mm/yy):

CVV (last 3 digits on back of card):

Cardholders's Signature: \_\_\_\_\_

#### FOR OFFICE USE ONLY

Amount to be Paid: \$

Authorized by:

Date:

Amount to be Refunded: \$

Authorized by:

Date:

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### Part E - Application Checklist

- I will mail in my post secondary diploma, certificate or degree from an accredited university or college.
- If not paying by Visa or MasterCard, my cheques will be mailed promptly.
- I will mail in my teaching experience certifying my total number of years of teaching experience (minimum five (5) years).
- If my application is incomplete, I understand that I may be offered a Conditional Admission, and that my application cannot be fully approved until all prerequisite documentation has been received.**

**Note:** ELC must authenticate and evaluate all applicants' qualifications to ensure that they meet the requirements.

### Part G - Confirmation

- By checking this box and by signing below, I am attesting that all information on this application form is to be completely true.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Card Holders Signature: \_\_\_\_\_

