



# Performance-Based Leadership Certification (PBLC) Application

**Please read this information prior to completing your application:**

- Please go the Human Resources Webpage – Certification and read the PBLC Process in its entirety.
- Applicants are required to meet the following criteria to be considered for sponsorship:
  - #1 Have a master’s degree or higher in educational leadership or another field.
  - #2 Candidates must be currently employed by APS in a designated leadership position (Positions not designated may be reviewed). For more detailed information go to the HR website – Certification and read about the PBLC Process

***Candidate Section***

I am applying for (please check one)

\_\_\_\_\_ PBLC District Sponsorship **OR**

\_\_\_\_\_ Position Review and PBLC District Sponsorship  
(Please attach to this application an HR Job Description of your position or have your supervisor attach a detailed description of your roles and responsibilities)

Date: \_\_\_\_\_

Name:

First	Middle	Last
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Lawson Number: \_\_\_\_\_

Please list all current certifications and expiration dates or attach a copy of your certificate:

\_\_\_\_\_

\_\_\_\_\_

Please list your degrees:

College	Dates Attended	Degree Earned
_____	_____	_____
_____	_____	_____

Work site: \_\_\_\_\_

Position/Title \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

APS E-Mail Address \_\_\_\_\_



PBLC Employee Sponsorship Application (page 2)

**Supervisor Section:**

Supervisor Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

I have supervised this candidate for \_\_\_\_\_ year/s.

**Please initial the following for PBLC District Sponsorship: (Must check all 3 to be approved)**

\_\_\_\_\_ I understand that support for this candidate will require district resources and that providing an accurate recommendation is critical to selecting appropriate candidates.

\_\_\_\_\_ I support this candidate receiving district sponsorship to attend an approved university Performance-based Leadership Program. I understand that this candidate will require support and mentoring from me in order for them to complete their program.

\_\_\_\_\_ This individual has been in their current position a minimum of one year and has received at least a satisfactory score on their most recent performance review. The individual is not currently on a remediation Professional Development Plan.

**Please initial the following if a position review is needed: (Must check all to be approved)**

\_\_\_\_\_ I believe this position should be considered as a leadership position in the district.

\_\_\_\_\_ This position requires the individual in the position to supervise and/or support adults a minimum of 50% of their time.

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Associate Superintendents Section:**

**Please initial one of the following:**

My signature signifies my support of this candidate receiving district sponsorship to attend an approved University Performance Based Leadership Program. **Important: If a position review is required, your signature also serves as authorization that you have reviewed this candidates roles and responsibilities at his/her school and believe that they are serving in a leadership capacity.**

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

Please submit this completed application to:  
Ty Copeland  
Human Resources  
404-802-2391  
[tynisha.copeland@atlanta.k12.ga.us](mailto:tynisha.copeland@atlanta.k12.ga.us)

**FOR HUMAN RESOURCES OFFICE USE ONLY**

\_\_\_\_\_ File review and clearance from Employee Relations.

\_\_\_\_\_ Human Resources Executive Director and/Designee Approval.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_