

Principal Residency Network Application:
Letter of reference Guidelines

Applicant: Please submit 3 letters of recommendation based on the criteria listed below. Letters should be in pdf format and may be submitted by email to: manderson@ccebos.org OR by regular mail to:

**Meg Anderson
Center for Collaborative Education
33 Harrison Ave. 6th Fl
Boston, MA 02111**

Guidelines:

Aspiring principals are school faculty seeking principal certification. They are selected for the following criteria. Letters of reference should address these criteria:

- Strong knowledge base in teaching and learning
- Strong skills in leadership positions in the school; a commitment to school reform and a vision for excellence and high achievement for all students;
- Commitment to equity;
- Self-directed and self-reflective; takes initiative in school-based work and leadership roles;
- Skilled at building relationships and working collaboratively

Please include the following information about you as the reference:

1. Title/Position
2. Contact information
3. In what capacity have you/do you know the applicant?

[Letters of Reference are due March 1st](#)