

Promotion Process Form For Principal and Vice Principal Candidates

Candidate Name: _____

Employee Number: _____ OCT Registration Number: _____

Address: _____

City/Province/Country: _____ Postal Code: _____

Telephone: _____ Email: _____

School/Department: _____ Telephone: _____

Current Principal: _____

Current Superintendent: _____

Position Being Applied For: Elementary Principal Secondary Principal
 Elementary Vice Principal Secondary Vice Principal

If you have not yet completed Part 1 or Part 2 of the Principals' Qualification Program, please indicate the expected completion date:

Part 1: _____ Part 2: _____

Do you require an accommodation during the Promotion Process? Yes No

If you responded "Yes", please contact dsbpromotionprocess@dsb.ca

Please ensure the following items are included in your Leadership Portfolio:

- Promotion Process Form
- Resume
- Candidate Reference Form
- Ontario College of Teachers' Certification
- Performance Appraisal
- Personal Leadership Vision Statement
- Leadership Actions (3)
- Attestation of Employee/Potential Employee of the DDSB
- Equity Self Identification (voluntary)

Save your Leadership Portfolio as ONE PDF file and send electronically to dsbpromotionporcess@dsb.ca