



The Principal's Leadership Award Eligibility and Criteria

Who is Eligible?

High School Principals, Assistant Principals or their designee may nominate **one senior** per school for this award. Nominees **should** be in the top 20% of their class and demonstrate leadership. However, if you have a candidate with strong leadership qualities that is not in the top 20% of the class he/she can still be nominated keeping in mind that this is a leadership award.

How to Apply/Nominate:

Students complete the online nomination form by going to www.applyists.net and following onscreen instructions. The access key is **PLA**.

While students **complete** the nomination form online it is **not submitted online**. As many students as interested can complete the online nomination form and print it out for the school. Data only is submitted online and the nomination is valid only after receipt of the printed nomination form that includes the principal's recommendation, signature and \$6 processing check. Students are instructed to return the nomination form to the principal for the **final approval, signature and mailing of all required documents**.

Please provide your interested students or your selected nominee with the "Student and Principal Online Nomination Instructions" found at www.principals.org/pla.

How do I select a student to be nominated?

The nomination form is designed to provide the broadest possible base upon which to evaluate candidates in areas such as leadership skills, service, awards, honors and achievements, employment experience, and academic record. Schools choose a variety of ways to select a candidate using methods such as: (a) asking a scholarship selection committee to select a student; (b) providing the nomination form information to the top 20% of the senior class and based on the completed forms select the top candidate; (c) select the top ranked senior in the class; (d) open the competition to all seniors (e) or even using the narrative requirement that is part of the nomination form as a writing exercise during English class.

Note: As many students as interested can complete the online nomination form and print it out for the school. Data only is submitted online and the nomination materials are not submitted online. The selected nominee's materials must be mailed. Therefore the school's nomination is valid only after receipt of the printed nomination form that includes the principal's recommendation and signature.

On the Web site at www.principals.org/pla you will find articles and resources on: How to Win a Scholarship from NASSP, Writing Recommendations for Students, and Sample Profiles from Past PLA Scholarship Winners. I hope these resources assist you and your nominee in preparing the nomination form. Following are important tips for administering the scholarship:

Criteria:

Entries must have **all signatures**—nominee, adviser or counselor, and principal or assistant principal, be postmarked by **December 4, 2009** and mailed to International Scholarship and Tuition Services, Inc. (ISTS), Principal's Leadership Award, P. O. Box 24605, Nashville, TN 37202-4605. Do not send these materials to NASSP.

A \$6.00 processing fee must accompany the Award Nomination Form. We recommend that the school cover this fee. (This partially covers processing costs. Neither NASSP nor Herff Jones, Inc., profits from the processing fee.) Do not send cash. Make checks payable to **ISTS/Principal's Leadership Award**.

Retain a copy of the school nominee's nomination form for your school records.

Stipulations:

Nominations are not based on financial need. U.S. citizenship is not a requirement. However, winners of the award must attend a U.S. college or university. Home-schooled students are not eligible.

Notification:

Winners and their principals will be notified by mail. Winners will be announced during National Student Leadership Week, April 18-24, 2010, and listed on the Internet at www.principals.org/pla. *NASSP is not able to personally notify non winners.*

Recognition of your Nominee & Certificate of Merit:

A **sample news release** and guidelines can be found at www.principals.org/pla. Please provide your nominee with a copy of the sample release to complete and inform the local newspaper of his/her nomination.

A **Certificate of Merit** will be mailed to the high school principal once we receive the nomination materials. The certificate should be presented to the school nominee perhaps during an awards ceremony.

Award Levels:

The PLA scholarship program will award \$125,000 in scholarships this year offering your nominee the chance to earn additional recognition and awards. In addition to state winners, regional winners will be selected, and from them, one national semifinalist, one national finalist and one national winner will be chosen. The national winner receives a \$12,000 college scholarship.

How are winners selected?

Nominees are judged on the basis of the information provided on the nomination form in areas such as leadership skills, participation in service organizations and clubs, achievements in the arts and sciences, employment experience, and academic record. Also factored in is the recommendation from the principal that hopefully will demonstrate to the National Selection Committee (comprised of a group of high school principals from across the country) what really sets this student apart from all other nominees. Remember too that PLA is a **leadership** award and your candidate should demonstrate strong leadership skills.

Hopefully these instructions for selecting a nominee will be helpful to you. Should you need any further assistance contact Wanda Carroll, Program Manager at carrollw@principals.org