



## **Instructions for Submitting the 2022-23 National Outstanding Assistant Principal Application to NAESP**

To: NAESP State Executive Directors and/or 2022-23 NOAP State Nominees

State nominee applications must be submitted electronically to NAESP via the online form no later than **March 24, 2023**, for inclusion in the 2022-23 NOAP recognition program.

To complete the online form:

1. Go to <https://www.naesp.org/2022-23-noap-application/>. It is recommended that nominees complete the form themselves.
2. Complete/upload each section of the completed application to the online form.
3. Upload nominee's photo to the online form. The photo should be a high resolution headshot: at least 300 dpi or higher and at least 1200 pixels (4-inches) wide. Please do not submit scanned photos, "selfies," or group shots.
4. Once submitted, you will receive an email confirmation that your application has been received.

**\*Note to states:** If you are completing this form BEFORE your winner has been notified, they will receive an email confirmation. Make sure the winner has been notified prior to submitting the information.

If you have questions please contact Nikki Sparks at [nsparks@naesp.org](mailto:nsparks@naesp.org) or 703-518-6268.