The Specialist in Education degree program in school administration is designed to prepare superintendents and other central office personnel. Candidates for the degree must hold a Master's Degree in an educational related field in addition to the requirements for the Specialist Degree. The degree program is designed to permit a student to specialize in a specific comprehensive knowledge of administration at both elementary and secondary levels. This is accomplished through electives and individual study courses available in the program to meet individual needs.

General School Administration Core 15 hours
LDSP 901 Educational Systems Leadership I ......................... 3
LDSP 902 Educational Systems Leadership II ....................... 3
LDSP 903 Educational Systems Leadership III ...................... 3
LDSP 997 Practicum: Educational Systems Leadership I ....... 3
LDSP 998 Practicum: Educational Systems Leadership II ..... 3

Research Core 12-15 hours
TCHL 824 Educational Statistics I .......................................... 3
TCHL 826 Computer Application in Advanced Educational Research ............................................ 3
TCHL 884 Educational Statistics II ........................................... 3
TCHL 930 Seminar in Research Skills -- AND ...................... 3
TCHL 990 Special Research Project -- OR ......................... 3-6
TCHL 991 Research and Specialists Thesis ......................... 3-6

Leadership Core 9-15 hours
LDSP 800 Educational Leadership ......................................... 3
LDSP 854 Organizational Theory/Research in Admin .......... 3
LDSP 859 Change Process and Professional Development... 3
TCHL 870 Grant Writing/ External Resources ....................... 3
LDSP 874 Educ. Policy Making and Reform ....................... 3

Total hours for degree _____________________________ 36*

Admission Criteria
The admissions criteria for the Specialist Degree Proposed Admissions Standards for Educational Leadership Program will include the following:

1. The student will have a history of assuming leadership roles in a variety of settings.
2. The student will demonstrate effective writing skills when asked to respond to an on-the-spot writing assignment.
3. The student will demonstrate effective writing skills when given the opportunity to respond over a week’s time. The student will demonstrate in writing the ability to:
   a. Synthesize information from a variety of sources.
   b. Apply knowledge to real-world problems.
   c. Problem-solve without grabbing at the first solution that comes to mind.
4. The student will demonstrate the ability to work collaboratively with others.
5. The student will demonstrate the ability to understand a piece of research.
6. The student will show a commitment to assuming leadership roles within organizations.
7. The student will demonstrate the ability to be self-reflective.
8. The student will demonstrate a history of meeting deadlines and satisfactorily accomplishing major tasks.

(continued on back)
Admissions Process
All students who first apply to the Educational Leadership Specialist’s Program will be conditionally admitted as long as they show evidence that they completed or will complete at the end of the semester an earned master’s degree from an accredited institution of higher learning.

The Educational Leadership Admission Committee will meet three times during the year to decide whether or not to fully admit a student to the program. During the review of student portfolios, faculty will use an established rubric to judge a student’s potential for success in the program. These Admissions Meetings will occur on or around October 15, March 15, and July 1.

The course requirements or LDSP 901 will include the creation of this leadership portfolio. If a student does not take LDSP 901 as one of the first six hours, the student will individually compile the leadership portfolio along with a written statement justification for not including LDSP 901 as one of their first nine hours in the program. One member of the Educational Leadership faculty will take responsibility for helping these students compile the required portfolio. The leadership portfolio will include the following:

a. An application for admissions to Graduate School.
b. Official transcripts from all colleges and universities attended by the students.
c. Three letters of recommendation:
   1) one from a superintendent;
   2) one from a Site Council member or School Board member;
   3) one from a professor who taught the applicant at the master’s degree level.
d. A resume of educational and professional experiences.
e. A copy of current licensure.
f. A written statement of the student’s professional goals.
g. A written leadership autobiography describing the leadership roles the student has assumed during his/her adult life.
h. A writing sample where the student responded on-the-spot to a specified topic.
i. A written response to a case study where the student had at least one week to construct his/her response.

Special Notes:
1. Only 700 level hours and above can be applied to the degree program. In addition, the program must include a minimum of 9 hours of 900 level course work and no more than 9 hours of 900 level course work and no more than 9 hours of 700 level course work.
2. Substitutions may be allowed for those students who have completed courses required in Ed.S. as a part of other degree programs. The student’s official advisor must approve the substitutions in advance.