About This Major . . .
This certificate addresses the need for curriculum and instructional leaders who can support and assist building and district administrators. Candidates in the program are seeking instructional leadership roles while remaining classroom teachers. The Graduate Certificate in Education, Teacher Leadership is awarded after successful completion of eight semester hours.

Admission to the program follows the stated guidelines for graduate admission procedures outlined in the university catalog. Additionally, students must provide three letters of reference and a statement of purpose.

Students must hold a valid teaching license to be considered for the graduate certificate program. The certificate is granted after completion of all courses with a grade of B or better and a ranking of proficient or better on all elements of a comprehensive exam.

All CMU Graduate Certificate in Teacher Leadership recipients will be able to:
1. Create and deliver oral and written communication based on sound educational theory and research for instructional leadership. (Communication Fluency)
2. Evaluate and formulate education plans based on research, current issues, and public education stakeholders. (Critical Thinking and Specialized Knowledge)
3. Synthesize, evaluate, and refine information from an information base of scholarly resources. (Information Literacy)
4. Evaluate and articulate responses to moral, ethical, legal, and professional challenges from the perspective of a teacher leader. (Ethical Reasoning)
5. Employ statistically valid processes to analyze assessment data to evaluate student learning with respect to district, state, and federal goals. (Quantitative Fluency)
6. Work individually and collaboratively on research-based change and innovation in diverse classrooms, addressing differentiation for public education students. (Specialized Knowledge)

Advising Process and DegreeWorks
This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a certificate. Some courses are critical to complete in specific semesters while others may be moved around. Meeting with an academic advisor is essential in planning courses and discussing the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended certificate.

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a certificate and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process
Students must complete the following in the first two months of the semester prior to completing their certificate requirements (for one semester certificates complete in the first week of class):
- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.
Submission deadlines and commencement details can be found at http://www.coloradomesa.edu/registrar/graduation.html.

If your petition for graduation is denied, it will be your responsibility to apply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.

INSTITUTIONAL GRADUATE DEGREE REQUIREMENTS

The following institutional requirements apply to all CMU graduate-level degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- Graduate certificates consist of a minimum of 5 credit hours. Master's degrees consist of a minimum of 30 credit hours. Doctoral degrees consist of a minimum of 60 credit hours
- All credits in a graduate program must be minimally at the 500-level.
- At least fifty percent of the credit hours must be taken at CMU.
- Students must achieve a 3.00 cumulative GPA or higher in all CMU coursework.
- A course may only be used to fulfill one requirement for each degree/certificate.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Requirements.
- The Catalog Year determines which program sheet and certificate requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Graduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

PROGRAM-SPECIFIC REQUIREMENTS

- 8 for the Graduate Certificate in Education, Educational Leadership for Teacher Leadership
- Students must earn a "B" in every class at the graduate level.
- A master's degree from an accredited college is required, prior to beginning the program.
- Applicants must hold a valid Professional Colorado Educator License. It is recommended that students work closely with a faculty advisor when selecting courses and scheduling classes prior to registration.

GRADUATE CERTIFICATE: EDUCATION, TEACHER LEADERSHIP REQUIRMENTS (8 semester hours)

- ☐ EDTL 513 - Information Based Educational Practice/Statistics (3)
- ☐ EDLD 542 - Human Resource Management (3)
- ☐ EDTL 510 - Teacher Leadership (2)

SUGGESTED COURSE SEQUENCING

Year One, Spring Semester
- ▪ EDTL 513 - Information Based Educational Practice/Statistics (3)
- ▪ EDTL 510 - Teacher Leadership (2)

Year One, Fall Semester
- ▪ EDLD 542 - Human Resource Management (3)