



2013 - 2014 DEGREE PLAN/PROGRAM SHEET
Award: Graduate Certificate in Education
Program of Study: Educational Leadership for Principal Licensure (EDLD)

About This Degree . . .
 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, proof of working with youth, and a statement of purpose.

The Graduate Certificate in Educational Leadership for Principal Licensure is awarded after successful completion of 25 semester hours focusing on Educational Leadership skills and competencies that adhere to the Colorado Professional Standards for Principals. This certificate program prepares candidates, who already hold a Master’s Degree, to take the PLACE exam and apply for a Colorado Principal License.

Students must hold a valid teaching license to be considered for the 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.

POLICIES:

1. It is your responsibility to determine whether you have met the requirements for your degree. Please see the catalog for a complete list of graduation requirements.
2. You must turn in your “Intent to Graduate” form to the Registrar’s Office **by September 15 if you plan to graduate the following May, and by February 15 if you plan to graduate the following December.**
3. This program sheet must be submitted with your graduation planning sheet to the M.A., Education, Educational Leadership Coordinator during the **semester prior to the semester of graduation, no later than October 1 for spring graduates, no later than March 1 for fall graduates.**
4. The Educational Leadership Coordinator will sign and forward the Program Sheet and Graduation Planning Sheet to the Department Head for signature.
5. Finally, the department head or the department administrative assistant will take the signed forms to the Registrar’s Office. (Students cannot handle the forms once the advisor signs.)
6. If your petition for graduation is denied, it will be your responsibility to reapply for graduation in a subsequent semester. Your “Intent to Graduate” does not automatically move to a later graduation date.

NAME: _____ **STUDENT ID #** _____

LOCAL ADDRESS AND PHONE NUMBER: _____
 _____ () _____

I, (Signature) _____, hereby certify that I have completed (or will complete) all the courses listed on the Program Sheet. I further certify that the grade listed for those courses is the final course grade received except for the courses in which I am currently enrolled and the courses which I complete next semester. I have indicated the semester in which I will complete these courses.

 Signature CTE Director Date 20__

 Signature of Program Director Date 20__

 Signature of Registrar Date 20__

Degree Requirements:

- A master’s degree from an accredited college is required, prior to beginning the program.
- A fully completed application including official transcripts is required prior to beginning the program.
- 25 semester hours are required for the Graduate Certificate in Education, Educational Leadership for Principal Licensure.
- No class grade lower than a “B” will be counted toward the certificate.
- 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.

DEGREE REQUIREMENTS (25 SEMESTER HOURS)

<u>Course</u>	<u>No.</u>	<u>Name</u>	<u>Credit</u>	<u>Grade</u>	<u>Term</u>	<u>Year</u>	<u>Trns/Subs</u>
EDLD	504	Best Practices in Curriculum, Assessment, Instruction	<u>3</u>	_____	_____	_____	_____
EDLD	505	Reform and Organizational Change in Education	<u>2</u>	_____	_____	_____	_____
EDLD	515	Dynamic School Leadership in a Democratic Society	<u>3</u>	_____	_____	_____	_____
EDLD	520A	Principalship I	<u>2</u>	_____	_____	_____	_____
EDLD	520B	Principalship II	<u>2</u>	_____	_____	_____	_____
EDLD	530	Legal Aspects of School Administration	<u>2</u>	_____	_____	_____	_____
EDLD	531	School Finance & Budgeting	<u>1</u>	_____	_____	_____	_____
EDLD	535A/545A	Internship I	<u>1</u>	_____	_____	_____	_____
EDLD	535B/545B	Internship II	<u>2</u>	_____	_____	_____	_____
EDLD	540	School Improvement & Accountability Process	<u>2</u>	_____	_____	_____	_____
EDLD	542	Human Resource Management	<u>3</u>	_____	_____	_____	_____
EDLD	544	Instructional Leadership Strategies in School Improvement	<u>2</u>	_____	_____	_____	_____

Comprehensive Exam: Educational Leadership students are required to achieve proficiency on all elements of a comprehensive exam taken the final semester of the program. The written exam evaluates the critical thinking and problem solving skills of candidates in relation to the Colorado Professional Standards for Principals.

SUGGESTED COURSE SEQUENCING FOR A GRADUATE CERTIFICATE IN EDUCATIONAL LEADERSHIP FOR PRINCIPAL LICENSURE

This is a recommended sequence of course work. Certain courses may have prerequisites or are only offered during the Fall or Spring semesters. It is the student’s responsibility to meet with the assigned advisor and check the two year course matrix on the Colorado Mesa website for course availability.

FIRST YEAR

Summer Semester (Hours)

EDLD 515 Dynamic School Leadership in a Democratic Society (3)
EDLD 520A Principalship I (2)
EDLD 531 School Finance & Budgeting (1)

Fall Semester (Hours)

EDLD 535A/545A Internship I (1)
EDLD 540 School Improvement & Accountability Process (2)
EDLD 544 Instructional Leadership Strategies in School Improvement (2)

SECOND YEAR

Spring Semester (Hours)

EDLD 530 Legal Aspects of School Administration (2)
EDLD 535A/545 B Internship II (2)
EDLD 542 Human Resource Management (3)

Summer Semester (Hours)

EDLD 505 Reform and organizational Change in Education (2)
EDLD 520B Principalship II (2)
EDLD 504 Best Practices in Curriculum, Assessment, Instruction (3)