MASTER OF EDUCATION IN EDUCATIONAL LEADERSHIP
With Administrative Licensure - PROGRAM CHECKSHEET
2020-2021 CATALOG

The initial review of all transfer credit associated with this checksheet is nonbinding and unofficial until the courses have been approved by the Office of Records and Registration.

EVALUATION FOR (Name): _____ STUDENT ID# _____

EMAIL ADDRESS: _____ PHONE NUMBER: _____

DEGREE: _____ DATE: _____ COLLEGE/UNIVERSITY: _____ GPA: _____

CURRENT LICENSE(S) HELD:_____

EMPLOYING SCHOOL DISTRICT: _____

AU ADVISOR: _____ DATE: _____

PROGRAM CANDIDACY: Admission to the M.Ed. Educational Leadership program occurs upon entry to the Graduate School at Ashland University.

CONTINUED CANDIDACY IN PROGRAM: Candidates are to maintain a cumulative grade point average of 3.0 or above. **Prior Ashland Graduate Courses must have been completed within 10 years of the beginning of the program.**

REQUIRED TESTS:
Candidates must have passed the Ohio Assessment for Educators (OAE) test: *Educational Leadership* (015)

To be eligible to receive the administrative licensure, the applicant must:
- have a master's degree
- have successfully taught two (2) years under a provisional or professional teacher license at the age levels for which the license is sought
- provide an official verification/letter from a school district listing the number of years taught at each specific grade level
- successfully completed required prerequisite and licensure coursework
- passed the Ohio Assessment for Educators Educational Leadership (015) test

TRANSFER POLICY:
- Up to 12 semester hours of transfer coursework may be applied to the *Education Coursework* on the following page. If the hours are also used within a licensure or endorsement program, they count toward the transfer credit hours that may be applied to that program.
- Administrative Licensure Courses: No coursework may be transferred for these 6 hours.
- The age of transferred coursework that may be applied to the M.Ed. program:
  - For all courses where content is continuously changing (e.g. technology, law, finance), the maximum age of the coursework is 5 years.
  - All other must have been completed within 7 years of beginning the program.
- Graduate courses must have a grade of B or above to qualify for transfer.
- Course syllabi may be required for transfer credit.
- Official transcripts from originating accredited institution(s) are required.
- After entering the program, approval must be obtained for any courses taken from another accredited institution prior to enrolling in the course(s). The *Transient Student Form* must be completed and approved by the Office of Records and Registration. No transfer credit will be given until an official transcript from the originating accredited institution has been submitted to Ashland University.

REQUIRED EDUCATION COURSEWORK:

NUMBER	TITLE	HRS	If transferred, list course number, title, institution name, and grade
M.ED. CORE REQUIREMENTS & APA SEMINAR: *See following page for list of approved Core Courses.*			
EDFN 501	*APA Seminar* **Must be taken the first semester of the program**	0	
Curriculum Foundation Strand:		3	
Inquiry Strand:		3	
Diversity Strand:		3	
PROFESSIONAL COURSES/MODULES: All program modules are required for this degree.			
EDLS 501	**Vision and Goals for School Leaders**	1	**Must be taken through Ashland University**
EDLS 502	Critical Concepts in Fiscal Resource Management	1	_____
EDLS 503	Critical Concepts in Human Resource Management	1	_____
EDLS 511	Theories of Instructional Leadership	1	_____
EDLS 512	Issues Impacting Student Achievement	1	_____
EDLS 513	Improving Instruction	1	_____
EDLS 521	Organizational Behavior in Education	1	_____
EDLS 522	Organizational Climate and Culture	1	_____
EDLS 523	Organizational Management for Educational Leaders	1	_____
EDLS 531	Legal Issues in Educational Leadership	1	_____
EDLS 532	Ethical, Professional & Legal Dimensions of Ed. Leadership	1	_____
EDLS 533	Essential Concepts in School Safety & Crisis Management	1	**Must be taken through Ashland University**
EDLS 541	Professional Development in Education	1	_____
EDLS 542	Political Dimensions of Educational Leadership	1	_____
EDAD 683	Educational Leadership	3	_____
ADVANCED FIELD PRACTICUM: The EDLS 721, 722, and 723/724 OR 725/726 Internships modules are required for a year- long experience. Prerequisites: Core requirements and 21 hours. *While the internship can begin any semester, it must be two consecutive semesters beginning with EDLS 721 and EDLS 722.*			
EDLS 721 AND	Administrative Internship 1: **AND**	1	_____
EDLS 722	Administrative Internship 2:	1	_____
Choose one group from the following:			
EDLS 723 AND	Administrative Internship 3: Building Principal Administrative Activities	1	_____
EDLS 724	Administrative Internship 4: Building Principal Professional Practice	1	_____
OR			
EDLS 725 AND	Administrative Internship 3: CIPD Administrative Activities	(1)	_____
EDLS 726	Administrative Internship 4: CIPD Professional Practice	(1)	_____

NUMBER	TITLE	HRS	
EDLS 601	The Visionary School Leader (Prereq. EDLS 501)	1	**Must be taken through Ashland University**
EDLS 602	Managing Fiscal Resources (Prereq. EDLS 502)	1	**Must be taken through Ashland University**
EDLS 603	Managing Human Resources (Prereq. EDLS 503)	1	**Must be taken through Ashland University**
EDLS 622	Transforming Organizational Climate & Culture (Prereq. EDLS 522)	1	**Must be taken through Ashland University**
EDLS 633	Safety & Crisis Management for Educational Leaders (Prereq EDLS 533)	1	**Must be taken through Ashland University**
EDLS 641	Professional Development in Action (Prereq EDLS 541)	1	**Must be taken through Ashland University**
	TOTAL HOURS OF REQUIRED EDUCATION COURSEWORK	6	
TOTAL HOURS OF REQUIRED EDUCATION COURSEWORK		36	

No more than 12 credit hours may be transferred from another regionally accredited institution for this program. All requests for transfer credit require approval of faculty member serving as program director.

TRANSFER CREDIT RECOMMENDED BY PROGRAM DIRECTOR/FACULTY: _____ DATE: _____

TRANSCRIPT EVALUATOR'S SIGNATURE: _____ DATE: _____

M.ED. EDUCATIONAL LEADERSHIP CORE COURSES:

Core courses are not offered as course by conference. Students select one 3-hour course from the list of approved courses for each of the three M.Ed. Core Strands listed below.

Curriculum Foundations Strand	Inquiry Strand	Diversity Strand
1 Course Required	**1 Course Required**	**1 Course Required**
EDFN 521 – The Theory and Practice of Curriculum Development **EDCI 522** – Teaching and Learning in the 21st Century **EDCI 523** – Literacy Theory & Curriculum	**EDFN 504** – Action Research for Educational Improvement **EDFN 506** – Qualitative Research **EDFN 507** – Understanding Statistical Research for Classroom Professionals	**EDFN 510** – The World in Your Classroom Multicultural Global Education **EDFN 533** – Culturally and Linguistically Diverse Learners: Social, Historical, and Legal Issues Related to the Education of English Language Learners **EDIS 550** – Social and Education Perspectives of Disability

IMPORTANT NOTES:

- Program Checksheets completed prior to an individual's acceptance to the university are nonbinding and unofficial. The student's Program Checksheet is simply a list of the required courses for the degree or licensure. If the individual's application to the university is not submitted and approved within one semester of the date on the Checksheet, or the requirements for a given program have changed, he or she will be required to sign a new Program Checksheet. It is the student's responsibility to notify the university should he or she change from one degree, licensure, or endorsement program to another or add an additional program. Completed coursework is to be applicable to a student's program(s) of record.
- It is the student's responsibility to submit all appropriate transcripts required for transfer credit. This should be completed within the first semester. Transfer credit noted on a Program Checksheet is not official until it has been reviewed and approved by the Office of Records and Registration. The student needs to monitor the status of his or her transfer credit.
- Students are to contact the Financial Aid Office when a change in the program occurs. Changes may result in an increase in the number of hours required to complete a program and may result in potential changes in financial obligations.

I have reviewed all pages of this document with the individual requesting this Program Checksheet.

AU ADVISOR SIGNATURE: _____ _____   **DATE:** _____