



PROGRAM PLAN

Student _____ Student ID Number _____ E-Mail Address _____

Address _____
 Street City State Zip

Home Phone: _____ Work Phone: _____ Advisor _____

License Seeking: _____ Principal (K-12) _____ Director of Special Education and Pupil Services
 _____ Director of Instruction _____ Superintendent
 _____ Vocational Education

Initial Principal Certification - 30 credit program

Course Number and Course Title	Semester Completed	Credits	Grade
Professional Socialization (complete all three courses)			
ELPA 702 Introduction to Elementary and Secondary Education Administration			
ELPA 848 Professional Development and Organizational Learning			
ELPA 735 Student Services and Diversity in Elementary/Secondary Education			
Professional Socialization – Instructional Leadership (complete all three courses)			
ELPA 725 Research Methods and Procedures in Educational Administration			
ELPA 845 The School Principalship			
ELPA 703 Evaluating and Supporting Quality Classroom Teaching OR C&I 830 OR C&I 662 or other approved curricular course (select either 703 or 830 or 662)			
Instructional Leadership – Integrative Leadership (complete all three courses)			
ELPA 840 Legal Aspects of Education			
ELPA 847 Instructional Leadership and School Improvement			
ELPA 830 Financing Elementary and Secondary Education			
Integrative – Capstone Experience			
ELPA 700/900 Field Experience - class and 150 hours in the field			

Degree/Licensure Requirements

- Master's degree or an approved equivalent in Education Administration (PI.34.32)
- Portfolio
- Program Assessments

EXCEPTIONS, EQUIVALENCIES, AND COMPETENCIES (continued on next page)

The Department requires that any exceptions, equivalencies, or competencies for which you are requesting substitution in lieu of the stated requirements be noted below and at the time you make application. Please list below the exceptions, equivalencies, and competencies that are requested for departmental approval. Where appropriate, please attach the appropriate supporting documentation (e.g. course syllabus, completed project or evaluation report, portfolio, etc.). Attach a memorandum of explanation if more space is needed.

Director of Instruction Certification - 36 credit program

Course Number and Course Title	Semester Completed	Credits	Grade
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Professional Socialization (complete all three courses)

ELPA 702 Introduction to Elementary and Secondary Education Administration			
ELPA 848 Professional Development and Organizational Learning			
ELPA 735 Student Services and Diversity in Elementary/Secondary Education			

Professional Socialization – Instructional Leadership (complete all three courses)

ELPA 725 Research Methods and Procedures in Educational Administration			
ELPA 845 The School Principalship			
ELPA 703 Evaluating and Supporting Quality Classroom Teaching OR C&I 830 OR C&I 662 or other approved curricular course (select either 703 or 830 or 662)			

Instructional Leadership – Integrative Leadership (complete all three courses)

ELPA 840 Legal Aspects of Education			
ELPA 847 Instructional Leadership and School Improvement			
ELPA 830 Financing Elementary and Secondary Education			

Integrative – Capstone Experience

ELPA 700/900 Field Experience - class and 150 hours in the field			
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Certificate Specific Course Work (complete both courses)

ELPA 860 Organizational Theory and Behavior in Education			
ELPA 875 Theory and Practice of Educational Planning			

Degree/Licensure Requirements

- Master's degree or an approved equivalent in Education Administration (PI.34.32)
- Portfolio
- Program Assessments

EXCEPTIONS, EQUIVALENCIES, AND COMPETENCIES

The Department requires that any exceptions, equivalencies, or competencies for which you are requesting substitution in lieu of the stated requirements be noted below and at the time you make application. Please list below the exceptions, equivalencies, and competencies that are requested for departmental approval. Where appropriate, please attach the appropriate supporting documentation (e.g. course syllabus, completed project or evaluation report, portfolio, etc.). Attach a memorandum of explanation if more space is needed.

Director of Special Education and Pupil Services Certification - 39 credit program

Course Number and Course Title	Semester Completed	Credits	Grade
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Professional Socialization (complete all three courses)

ELPA 702 Introduction to Elementary and Secondary Education Administration			
ELPA 848 Professional Development and Organizational Learning			
ELPA 735 Student Services and Diversity in Elementary/Secondary Education			

Professional Socialization – Instructional Leadership (complete all three courses)

ELPA 725 Research Methods and Procedures in Educational Administration			
ELPA 845 The School Principalship			
ELPA 703 Evaluating and Supporting Quality Classroom Teaching OR C&I 830 OR C&I 662 or other approved curricular course (select either 703 or 830 or 662)			

Instructional Leadership – Integrative Leadership (complete all three courses)

ELPA 840 Legal Aspects of Education			
ELPA 847 Instructional Leadership and School Improvement			
ELPA 830 Financing Elementary and Secondary Education			

Integrative – Capstone Experience

ELPA 700/900 Field Experience - class and 150 hours in the field			
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Certificate Specific Course Work (complete all three courses)

ELPA 835 Leadership for Inclusive Schooling			
ELPA 842 Legal Aspects of Special Education and Pupil Services			
ELPA 860 Organizational Theory and Behavior in Education			

Degree/Licensure Requirements

- Master's degree or an approved equivalent in Education Administration (PI.34.32)
- Portfolio
- Program Assessments

EXCEPTIONS, EQUIVALENCIES, AND COMPETENCIES

The Department requires that any exceptions, equivalencies, or competencies for which you are requesting substitution in lieu of the stated requirements be noted below and at the time you make application. Please list below the exceptions, equivalencies, and competencies that are requested for departmental approval. Where appropriate, please attach the appropriate supporting documentation (e.g. course syllabus, completed project or evaluation report, portfolio, etc.). Attach a memorandum of explanation if more space is needed.

Superintendent Certification – REQUIRES EDUCATIONAL SPECIALIST CERTIFICATE OR PHD PRELIMINARY EXAM

Course Number and Course Title	Semester Completed	Credits	Grade
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Professional Socialization (complete all three courses)

ELPA 702 Introduction to Elementary and Secondary Education Administration			
ELPA 848 Professional Development and Organizational Learning			
ELPA 735 Student Services and Diversity in Elementary/Secondary Education			

Professional Socialization – Instructional Leadership (complete all three courses)

ELPA 725 Research Methods and Procedures in Educational Administration			
ELPA 845 The Principalship			
ELPA 703 Evaluating and Supporting Quality Classroom Teaching OR C&I 830 OR C&I 662 or other approved curricular course (select either 703 or 830 or 662)			

Instructional Leadership – Integrative Leadership (complete all three courses)

ELPA 840 Legal Aspects of Education			
ELPA 847 Instructional Leadership and School Improvement			
ELPA 830 Financing Elementary and Secondary Education			

Integrative – Capstone Experience

ELPA 700/900 Field Experience - class and 150 hours in the field			
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Certificate Specific Course Work (complete all six courses)

ELPA 785 Staff Personnel Systems in Education			
ELPA 870 The Politics of Education			
ELPA 846 The Superintendency			
ELPA 860 Organizational Theory and Behavior in Education			
ELPA 875 Theory and Practice of Educational Planning			

Degree/Licensure Requirements

- Educational Specialist Certificate or equivalent (Ph.D. preliminary exam)
- Specialist paper
- Portfolio

EXCEPTIONS, EQUIVALENCIES, AND COMPETENCIES

The Department requires that any exceptions, equivalencies, or competencies for which you are requesting substitution in lieu of the stated requirements be noted below and at the time you make application. Please list below the exceptions, equivalencies, and competencies that are requested for departmental approval.

Where appropriate, please attach the appropriate supporting documentation (e.g. course syllabus, completed project or evaluation report, portfolio, etc.). Attach a memorandum of explanation if more space is needed.

APPROVAL OF PROGRAM PLAN(S)

Your program plan will be submitted for approval at the Department meeting. After your plan is officially approved you will be sent a copy bearing the approval signatures.

Student Signature	Date
Advisor Signature	Date
Chairperson Signature	Date

The above course distributional requirement for the certification program has been satisfactorily completed.

semester course/credit requirement met	
semester degree requirement met	

The Department of Educational Leadership and Policy Analysis recommended the above-named student for license(s) in this application.

Graduate Admissions Examiner Signature	Date
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