

**Master of Education in Educational Leadership Checklist**

Name _____	SU Student Number _____
Address _____	Date of Admission to Program _____
City/State/Zip _____	Email _____
Phone (Home) _____ (Work) _____	Date of First Course toward the Degree _____
Advisor _____	Date of Completion of Requirements _____
Advisor Signature _____	Eligible for M. Ed. In Educational Leadership _____
Date	
Student Signature _____	M. Ed. Program Coordinator _____

**Transition Point I: Admission into program**

DATE	COURSE	CREDITS	Date GRADE
_____	EDLD 510 Educational Leadership and Technology (Fall, Spring)	3	_____
_____	EDLD 512 Educational Research and Educational Leadership (Fall, Spring)	3	_____
_____	EDLD 514 Aligning Curriculum, Instruction and Assessment (Fall, Spring, Summer)	3	_____
_____	EDLD 516 P-12 School Administration (Fall, Summer) Prerequisite: EDLD 510, EDLD 512	3	_____
_____	EDLD 517 Supervision to Improve Instruction (Spring) Prerequisite: EDLD 510, EDLD 512	3	_____
_____	EDLD 550 Leadership and Change (Fall, Summer) Prerequisite: EDLD 516	3	_____
_____	EDLD 552 Diversity and Group Dynamics in Educational Leadership (Spring, Summer) Prerequisites: EDLD 516, EDLD 517	3	_____
_____	EDLD 555 Public School Fiscal and Human Resource Management (Fall) Prerequisite: EDLD 516, EDLD 517, EDLD 552	3	_____
_____	EDUC 619 The Law and Public Education (Fall, Spring)	3	_____

**Transition Point II: Entrance into Educational Leadership Internship**

**Prerequisite: Completion of ALL courses and successful completion of the Comprehensive Qualifying Exam.**

Entrance into Educational Leadership Internship (Prerequisite: Completion of ALL courses and successful completion of comprehensive qualifying exam.)

_____	EDLD 656 Educational Leadership Internship/Issues Analysis (Year-long)	6	_____
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**Total Credits: 33**

**GPA: \_\_\_\_\_**

**Transition Point III: School Leaders Licensure Assessment**

**All candidates must take the School Leaders Licensure Assessment prior to program completion.**

**It is recommended that candidates take the exam during EDLD 656 \_\_\_\_\_ Date taken**

### **Transition Point I: Admission into Program**

Applicants to the Master of Education (M.Ed.) in the Educational Leadership Program must meet the following criteria:

- A. Submit two letters of recommendation from qualified individuals who support the candidate's ability for graduate ability in educational leadership.
- B. Provide evidence of at least two years (18 months) of satisfactory teaching experience.
- C. Possess an undergraduate grade point average of 3.0.
- D. Interview with a faculty member in the M.Ed. in the Educational Leadership Program regarding professional goals and career objectives.

### **Transition Point II: Entrance into Educational Leadership Internship**

Prior to enrolling in EDLD 656 Educational Leadership Internships/Issues Analysis, each candidate must complete all prerequisite courses with an overall grade point average of 3.25 or better and successfully earn a passing grade on each of the four questions on the Comprehensive Qualifying Exam. In the event that a candidate does not pass each individual question upon their first attempt at taking the Comprehensive Qualifying Exam, the candidate may re-take unsuccessful question areas a second time.

### **Transition Point III: School Leaders Licensure Assessment**

Each candidate must take the School Leaders Licensure Assessment and report their score to Salisbury University prior to program completion. It is recommended that candidates take the exam prior to the completion of EDLD 656.

### **Guidelines:**

All work toward the Master of Education in Educational Leadership must be completed within seven (7) calendar years from the end of the semester or summer term in which such work began. Students must maintain a Grade Point Average of 3.0. Reporting of the School Leaders Licensure Assessment is required prior to the completion of the Master of Education Program.

Satisfactory completion of this program and twenty-seven months of satisfactory teaching experience are required for eligibility for Maryland Administrator I certification. Certification regulations may be changed by the State of Maryland.

**04/2010**