

Licensure Office 419-289-5390
 Ashland Center 419-289-5386
 Columbus Center 614-794-0803
 Elyria Center 440-365-5222, ext 7504
 Stark County Center 330-837-5244
 Cleveland Center 216-292-1100



FOR OFFICE USE ONLY		
Admitted _____	ID# _____	
<input type="checkbox"/> Columbus <input type="checkbox"/> Elyria <input type="checkbox"/> Cleveland <input type="checkbox"/> Stark <input type="checkbox"/> Ashland		
Grad. Appl. Term _____	2nd MEd _____	
Auditor _____	Date _____	Released _____

STUDENT NAME _____ SSN# _____
 Home Address _____
 Employing School District _____ Cell Phone No. () _____
 Home Phone No. () _____ Work Phone No. () _____ E-Mail _____

MASTER OF EDUCATION DEGREE EDUCATIONAL ADMINISTRATION:
 (Generally, previous course work is only accepted for Masters Degree if taken within five years.)

	other univ.	sem/qtr	
CORE COURSES: (12 s.h. required)			
_____ EDFN 500 (3)	_____	_____	Contemporary Education: Issues and Practices
_____ EDFN 501 (0)	_____	_____	APA Seminar
_____ EDFN 506 (3)	_____	_____	Qualitative Research
_____ EDFN 508 (3)	_____	_____	Educational Statistics
_____ EDFN 521 (3)	_____	_____	Principles and Procedures of Curriculum Development

CHECK:
_____ Has Master's Degree from _____
_____ M.Ed. _____ Licensure
_____ Praxis II Specialty Area Test Required

MAJOR PROFESSIONAL COURSES: (12 s.h. required)			
_____ EDAD 550 (3)	_____	_____	Introduction to School Administration
_____ EDAD 555 (3)	_____	_____	Human Behavior in Administration
_____ EDAD 683 (3)	_____	_____	Leadership Skills In Supervision/Administration
_____ EDAD 686 (3)	_____	_____	Admin Prog for Students w/Disabilities

ELECTIVES: (6 s.h. required for M.Ed.) (15 s.h. required for licensure)			
_____ EDAD 552 (3)	_____	_____	School Law and Ethics
_____ EDFN 632 (3)	_____	_____	Improving Classroom Instruction
_____ EDFN 645 (3)	_____	_____	Issues in Educ. Psychology: Focus on Development
_____ EDAD 681 (3)	_____	_____	Resource Management in Administration
_____ EDAD 684 (3)	_____	_____	Professional Development for Administrators
_____ EDAD 688 (3)	_____	_____	Technology in Administration

CAPSTONE: (6 s.h. required)			
_____ EDAD 735*(3)	_____	_____	Educational Administration Internship I
_____ EDAD 737*(3)	_____	_____	Curriculum, Instruction, and Professional Development Internship
			36 hrs.

*EDAD 735 and EDAD 737 must be scheduled as a year long experience.

*M.Ed. PROGRAM EVALUATOR _____ Date _____

<p>LICENSURE FOR ADMINISTRATIVE SPECIALIST, CURRICULUM, INSTRUCTION & PROFESSIONAL DEVELOPMENT</p> <p>NOTE: A) Students must successfully complete 45 s.h. to qualify for Administrative Specialist Curriculum, Instruction, & Professional Development Licensure. B) Students must have taught for two (2) years under a professional teacher license. C) Successful completion of The Praxis Specialty Area Test - Educational Leadership D) Master Degree Required</p> <p style="text-align: center;">ASHLAND UNIVERSITY LICENSURE PROGRAM EVALUATOR</p> <p>Name _____ Date _____</p>

<p>ADDITIONAL COURSEWORK REQUIRED FOR THE SCHOOL SUPERINTENDENT'S LICENSE</p> <table border="0"> <tbody> <tr> <td>_____ EDAD 559 (3)</td> <td>_____</td> <td>_____</td> <td>Buildings, Grounds and Facilities</td> </tr> <tr> <td>_____ EDAD 690 (3)</td> <td>_____</td> <td>_____</td> <td>Administration of Staff Personnel Services</td> </tr> <tr> <td>_____ EDAD 691 (3)</td> <td>_____</td> <td>_____</td> <td>The Superintendency</td> </tr> <tr> <td>_____ EDAD 693 (3)</td> <td>_____</td> <td>_____</td> <td>School Finance & Economics</td> </tr> <tr> <td>_____ EDAD 694 (3)</td> <td>_____</td> <td>_____</td> <td>Organizational Management Seminar and Internship for Superintendents</td> </tr> </tbody> </table> <p>To be eligible to receive the Superintendent's License, the applicant must have worked for (3) years as a school administrator under a principal's or administrative specialist license. Student must successfully complete 60 s.h. to qualify for Superintendent's License.</p> <p style="text-align: center;">ASHLAND UNIVERSITY LICENSURE PROGRAM EVALUATOR</p> <p>Name _____ Date _____</p>	_____ EDAD 559 (3)	_____	_____	Buildings, Grounds and Facilities	_____ EDAD 690 (3)	_____	_____	Administration of Staff Personnel Services	_____ EDAD 691 (3)	_____	_____	The Superintendency	_____ EDAD 693 (3)	_____	_____	School Finance & Economics	_____ EDAD 694 (3)	_____	_____	Organizational Management Seminar and Internship for Superintendents
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_____ EDAD 694 (3)	_____	_____	Organizational Management Seminar and Internship for Superintendents																	

***TO ENSURE PROPER CREDIT TOWARD A MASTER OF EDUCATION DEGREE THIS FORM MUST BE SIGNED AND DATED BY THE RESIDENT DIRECTOR OF AN M.Ed. PROGRAM.**

ADMINISTRATIVE SPECIALIST IN CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT LICENSE

The Educational Specialist License Program includes a 36 semester hour Master of Education Degree as a part of a 45 semester hour experience qualifying the candidate for licensure as an Educational Specialist in Curriculum, Instruction & Professional Development in the State of Ohio.

DEPARTMENT OF EDUCATIONAL ADMINISTRATION

The National Policy Board for Educational Administration conferred National Recognition to the Administrator Preparation Programs designed and offered by Ashland University's Department of Educational Administration. This honor reflects the consistent departmental emphases on listening carefully to our students and their employers, and to attracting and retaining full-time faculty who teach well and provide leadership at the state and national levels.

The 11 full-time professors and the qualified professional administrators who serve as adjunct professors effectively integrate theory into examination of current practice. Students say so. Employers concur.

One of Ohio's largest administrator preparation programs, the Department of Educational Administration graduates 185 Master of Education students and students qualify for more than 400 licenses in an average year. State of Ohio licenses are offered for principal candidates at every level, educational specialists in curriculum and instruction and educational specialists in pupil personnel, and for superintendents of schools.

ADMISSION

Applicants need to complete the following steps:

1. Apply for admission to the Ashland University licensure program. Admission fee is \$30.
2. Transcripts must be evaluated prior to admission and a copy of the applicant's teaching license should be sent to the Ashland Center for evaluation. (Graduate Admission Office, 117 Schar College of Education, Ashland University, Ashland, OH 44805)
3. Completed evaluation and admission materials are to be presented to the center where the student will be taking classes before scheduling begins.
4. Complete and submit a Good Moral Character form.

STATE OF OHIO LICENSURE REQUIREMENTS

1. Successfully complete 45 hours of approved graduate credit.
2. Have taught for two years under a professional teacher license.
3. Master's Degree required.
4. Both fingerprints and Bureau of Criminal Investigation reports must be filed before applications for licenses will be processed.
5. Successful completion of The Praxis Specialty Area Test - Educational Leadership.