

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# _____
[Columbus] [Elyria] [Cleveland] [Stark] [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
SCHOOL TREASURER/BUSINESS MANAGER

CORE COURSES: (12 s.h. required)

- EDFN 500 (3) Contemporary Education: Issues and Practices
EDFN 501 (0) APA Seminar
EDFN 506 (3) Qualitative Research
MBA 504 (3) Business Statistics
EDFN 521 (3) Principles and Procedures of Curriculum Development

MAJOR PROFESSIONAL COURSES: (12 s.h. required)

- EDAD 552 (3) School Law and Ethics
EDAD 693 (3) School Finance and Economics
EDAD 682 (3) Educational Politics, Policies and School/Community Relations
EDAD 554 (3) Collective Bargaining
OR
EDAD 559 (3) Building, Grounds and Facilities

ELECTIVES: (6 s.h. required) (needed from the following list of courses)

- MBA 506 (3) Business and Society
EDAD 571 (1-6) Special Topics for School Treasurer/Business Manager up to total of 6 semester hours w/approval
EDAD 574 (3) Inventory Management
EDAD 575 (2) Management of School Food Service
EDAD 576 (2) School Purchasing Procedures
EDAD 578 (3) Management of Student Activity Accounts
EDAD 579 (3) Management of Pupil Transportation Services
ECED 583 (2) Corporate Business
EDAD 684 (3) Professional Development

CAPSTONE EXPERIENCE: (choose only one)

- EDAD 758 (5) Practicum for School Treasurer/Business Manager (Prerequisites: EDFN 501, 506, MBA 504 & faculty approval)
OR
EDAD 733 (5) Internship: School Treasurer/Business Manager (Prerequisites: EDFN 501, 506, MBA 504 & faculty approval) (Only for those who do not hold a license)
OR
Comprehensive examination (5) (Prerequisites: EDFN 501, 506, MBA 504 & faculty approval) (Requires 5 additional sem. hrs. of electives)
35 hrs.

*M.Ed. PROGRAM EVALUATOR _____ Date _____

LICENSURE FOR SCHOOL TREASURER/BUSINESS MANAGER

Certification/Licensure Office 419-289-5390 - Main Campus

Current Certificate/License Held _____

Previous undergraduate or graduate course work may be accepted for Licensure

- EDAD 552 (3) School Law and Ethics
EDAD 693 (3) School Finance and Economics
EDAD 758 (5) Practicum for School Treasurer/Business Manager
OR
EDAD 733 (5) Internship: School Treasurer/Business Manager
OR
Comprehensive Examination (5)
OR
2 years applicable experience
Must have undergraduate degree in business or take 9 semester hours of undergraduate accounting

*STUDENTS MUST FULFILL PREREQUISITES IN COURSES

Licensure Program Evaluator: _____ Date _____

*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.