

EDUCATIONAL LICENSURE

Department of Teacher Education and Leadership Studies (TELS)

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Post-master's Licensure Requirements

Candidates for an Ohio administrative license must be enrolled in or have completed the M.S. in Education degree in Educational Administration. Prior to enrolling in licensure coursework they must provide an updated professional resume and documentation from a licensed principal, superintendent, or other administrator where they work attesting to their skills, knowledge, professionalism, and leadership potential and agreeing to provide supervision in accordance with the clinical policies and procedures for YSU's principal program.

Principal License (OHIO) (6 semester hours)

Elementary Principal License Grades PK-6

Middle School License Grades 4-9

Secondary Principal License Grades 5-12

The licensure coursework consists of four 1-credit clinical courses, in addition to a 2-credit course in Special Education Law. The clinical experience is designed to afford candidates the opportunity to apply the content knowledge from their course work and practice the skills necessary for effective leadership. Across the four courses, candidates observe and then carry out a range of administrative responsibilities including analyzing student performance, carrying out clinical supervision of teaching staff, writing a staff improvement plan, designing a HQ staff development program, creating a master schedule, participating in teacher hiring processes, administering student discipline, conducting school safety drills, and coordinating special education meetings and functions, among others. In addition, candidates design and implement an Integrated School Improvement Project addressing a real need in their school setting. Candidates and faculty participate in an interactive on-line clinical learning community spanning diverse and geographically dispersed clinical sites.

COURSE	TITLE	S.H.
EDAD 7019	Special Education Law and Policy	2
EDAD 7022A and 7022B	must equal 4 hours	4
EDAD 7022A	Clinical Experience: The Principalship-Elementary (E) Middle (M) Secondary (S)	
EDAD 7022B	Clinical Experience: The Principalship-Elementary (E) Middle (M) Secondary (S)	

Total Semester Hours 6

Candidates must hold or qualify for a valid teacher certificate/license at the same level as the administrative license being sought. They must also have two years of successful teaching under a professional teaching license at the same level as the administrative license being sought. Before being recommended for licensure, candidates must have a passing score on the state-prescribed administrative licensure exam for the principalship. Individuals qualifying for licensure at the Elementary or Secondary level are also issued licensure at the Middle School level.

Administrative Specialist License in Curriculum, Instruction, and Professional Development

Master's degree in educational administration, plus 18 hours of course work from the following list, which must include EDAD 7040 Clinical Practice for the Administrative Specialist:

COURSE	TITLE	S.H.
TCED 6936	Curriculum, Assessment, and Instruction to Improve Learning	3
SPED 6900	Issues, Trends & Ethical, Legal and Professional Guidelines in Special Education	3
EDAD 7018	School Discipline and Student Support Services: Policies, Programs and Prevention Strategies	3
EDAD 6948	Data Driven School Improvement and Program Evaluation	3
EDAD 7019	Special Education Law and Policy	2
EDAD 7040	Clinical Practice for the Administrative Specialist	1

Or a Master's degree in curriculum at YSU, plus coursework as follows:

COURSE	TITLE	S.H.
EDAD 6915	Learning, Teaching, and Instructional Leadership	3
EDAD 6947	School Building Operations and Management	3
EDAD 6949	Legal and Ethical Issues in Public Administration	3
EDAD 6952	School Finance and Budget Planning Processes	3
EDAD 6954	Community Engagement and Collaborative Partnerships	3
EDAD 7022		3
EDAD 7020	Human Resource Leadership	3
EDAD 7018	School Discipline and Student Support Services: Policies, Programs and Prevention Strategies	3
EDAD 6948	Data Driven School Improvement and Program Evaluation	3
EDAD 7040	Clinical Practice for the Administrative Specialist (EDAD 7040 must be taken for 3 hours total.)	1

Candidates must qualify for/hold a valid professional teacher certificate/license and have two years of successful teaching under a professional teaching certificate/license. In addition, candidates must have completed the prescribed number of hours and have an official score report indicating a passing score on the state prescribed administrative licensure examination required for the license.

Superintendent License (OHIO)

Candidates must hold an administrative certificate or license issued upon the recommendation of YSU or the equivalent thereof as evaluated by the Department of Teacher Education and Leadership Studies at YSU, complete the following course sequence, and meet any other Ohio State Department of Education requirements.

The licensure coursework consists of three 1-credit clinical courses, in addition to four 3-credit courses. This model shifts the leadership focus from the micro (school site) to the macro (school systems) level and familiarizes prospective superintendents with systems knowledge and perspective on leadership in areas from educational governance to human resource administration to technology and facilities.

COURSE	TITLE	S.H.
EDAD 7024	Collective Bargaining and Systems Issues in Human Resources Administration	3
EDAD 7025	Educational Governance: Advanced Law and Policy Seminar	3
EDAD 7026	Technology and Facilities for Learning Organizations	3

EDAD 7035	The Superintendency and Evolving Ways of Looking at Leadership	3
EDAD 7050A and 7050B must equal 4 hours		4
Total Semester Hours		16

PRINCIPAL CERTIFICATE K-12 (Pennsylvania)

Candidates must hold a Master's degree from an accredited program. The professional education program provides evidence that School Principal certification candidates demonstrate knowledge of and competence in working in the elementary and secondary public school settings, including completion of the 36 semester hours listed below, many of which are included in the typical master's degree in educational administration. They must also provide an official score report indicating:

- achieve a passing score on state licensure exam for principalship; and
- satisfy any other Pennsylvania Department of Education Requirements, plus:

Completion of 36 s.h. below (to extent not already taken as part of a master's degree program):

COURSE	TITLE	S.H.
EDAD 6933	Educational Leadership and Organizational Change	3
EDAD 6915	Learning, Teaching, and Instructional Leadership	3
EDAD 6936	Culturally Responsive Leadership	3
EDAD 6947	School Building Operations and Management	3
EDAD 6948	Data Driven School Improvement and Program Evaluation	3
EDAD 6949	Legal and Ethical Issues in Public Administration	3
EDAD 6952	School Finance and Budget Planning Processes	3
EDAD 6954	Community Engagement and Collaborative Partnerships	3

Select one clinical experience course as appropriate to the licensure level being sought:

EDAD 7018	School Discipline and Student Support Services: Policies, Programs and Prevention Strategies	3
EDAD 7019	Special Education Law and Policy	2
EDAD 7022		4

The professional education program provides evidence that each certification candidate demonstrates knowledge and competencies that foster professionalism and ethical practices in school/community settings including:

1. Professional organizations, professional literature, resources and advocacy groups.
2. Integrity and ethical behavior, professional conduct as stated in *Pennsylvania's Code of Professional Practice and Conduct for Educators*; and local, state, and federal laws and regulations.
3. Communicating effectively (orally and in writing) with students, colleagues, faculty, families, paraprofessionals, related service personnel, outside agencies and the community.
4. Recognizing the professional responsibilities of administrators' and teachers' roles as collaborators, team members, advocates, and service coordinators.

Certification for the Pennsylvania Superintendent's Letter of Eligibility

Candidates must:

- hold a Master's degree from an accredited program and principal's license;
- have six years of professional service in schools, three of which shall have been in supervisory or administrative positions;

- have an official score report indicating a passing score on state licensure exam for Superintendent;
- all other State of Pennsylvania Department of Education requirements must be met;
- plus completion of the 15 semester hours listed below, many of which may already have been completed as part of the candidate's master's degree in educational administration and principalship certification programs.

COURSE	TITLE	S.H.
EDAD 7024	Collective Bargaining and Systems Issues in Human Resources Administration	3
EDAD 7025	Educational Governance: Advanced Law and Policy Seminar	3
EDAD 7026	Technology and Facilities for Learning Organizations	3
EDAD 7035	The Superintendency and Evolving Ways of Looking at Leadership	3
EDAD 7050	Clinical Experience: Superintendency (EDAD 7050 must be taken for 3 hours total.)	1