

Graduate Certificate in PK-12 Building Leadership

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Program Info:

This online certificate consists of a 24 hour block of coursework, including an extensive field-based practicum and a comprehensive interactive digital portfolio. The typical sequence of required coursework takes four semesters to complete, two courses each term. The first semester includes the foundational course, ELPS 750 The Principalship, and the final semester includes ELPS 895, Internship. The additional 18 credit hours of required coursework can be taken in any sequence. After a student completes two courses, the internship gateway course opens up. While completing the remaining six courses for the certificate program, students will meet with their mentor and faculty instructor as they finish their 175 hours of field internship experience. Students submit a comprehensive digital portfolio at the end of the program that documents their proficiencies with national and state standards in building leadership.

The Graduate Certificate in PK-12 Building Leadership is fully online. Students may begin their program Spring, Summer, or Fall semester. Applicants may be asked to specify preferred start date in alignment with application deadlines.

This certificate is a component of the University of Kansas's state of Kansas approved licensure endorsement program in Building Leadership PK-12. To add "Building Leadership PK-12" endorsement to a professional license in the state of Kansas, candidates must complete the following: 1) the 24 credit hours that constitute the Graduation Certificate in Educational Leadership, 2) have an earned master's and/or doctoral degree, 3) have teaching experience, and 4) have earned a passing score on the state-mandated licensure exam.

Completion of a graduate certificate is not a guarantee of licensure or endorsement of any kind. It is highly recommended that students pursuing this program from outside of Kansas seek guidance from the appropriate licensing agency before beginning an academic program to ensure they know what is needed to obtain the license/certification/registration in the state in which they intend to practice and/or seek licensure. Please see our Licensure Disclosures page (<https://soehs.ku.edu/current-students/licensure/disclosures/>) for more information.

Graduate Admissions Requirements

Applicants must meet both the University and departmental admission requirements to be considered for the program.

University of Kansas Graduate Admission Requirements

- All applicants must meet the requirements outlined in the Admission to Graduate Study (<https://policy.ku.edu/graduate-studies/admission-to-graduate-study/>) policy.
- Bachelor's degree: A copy of official transcripts showing proof of a bachelor's degree (and any post-bachelor's coursework or degrees)

from a regionally accredited institution, or a foreign university with equivalent bachelor's degree requirements is required.

- English proficiency: Proof of English proficiency (<https://gradapply.ku.edu/english-requirements/>) for non-native or non-native-like English speakers is required. There are two bands of English proficiency, including Admission and Full proficiency. For applicants to online programs, Full proficiency is required.

Certificate in PK-12 Building Leadership Application Requirements

The licensure-only route in the School of Education at KU is designed for individuals who have completed a master's and/or doctorate in education related fields and are now considering being licensed as a building level administrator.

To be admitted, you **must** have:

- 3-5 years of teaching experience in a state-accredited school while holding a professional level teaching license.
- Currently hold a master's or above degree from an accredited program in an education field of study

If you meet these requirements, you will also need to submit:

- A completed graduate application (<https://gradapply.ku.edu/>).
- Application fee.
- Official transcripts of all degree-granting post-secondary institutions you have attended and an official transcript for each degree earned.
- One letter of recommendation from a current supervisor.
 - Applicants are welcome to submit additional letters of recommendation, but this is optional.
 - Recommendations are collected via the online application system, and references will receive an email link with instructions to complete a letter of recommendation and survey.
- Personal statement showing a clear understanding of how the degree will fit into the applicant's career plans.
- Current resume or CV.

Upon successful completion of the program and successful passing of a required state building leadership licensure exam, students will be eligible to add the building administration endorsement to their license in their corresponding state. It is highly recommended that students pursuing this program from outside of Kansas seek guidance from the appropriate licensing agency before beginning an academic program to ensure they know what is needed to obtain the license/certification/registration in the state in which they intend to practice and/or seek licensure. Please see our Licensure Disclosures page (<https://soehs.ku.edu/current-students/licensure/disclosures/>) for more information.

PK-12 Building Leadership Certificate Program Requirements:

While completing the following degree requirements, graduate students are expected to understand and follow Office of Graduate Studies policies (<https://policy.ku.edu/office/Graduate-Studies/>) relevant to their student status and academic standing.

Completion of 24 credit hours:*

Code	Title	Hours
ELPS 750	Principalship	3
ELPS 752	Education Law	3

ELPS 755	Human Resource Management	3
ELPS 854	The Student in Society	3
ELPS 852	School Resource Management	3
ELPS 853	Staff Evaluation and Development	3
SPED 756	Special Education Leadership	3
ELPS 895	Internship (*)	3

*ELPS 895 needs to be taken concurrently in the last semester, 1 credit hour for first 8 weeks and 2 credit hours for second 8 weeks.

At least 50% of coursework in the certificate degree must be at the 700 level or above.

At the completion of this program, students will be able to:

- Collaboratively lead, design, and implement a school mission, vision, and process for continuous improvement that reflects a core set of values and priorities that include data use, technology, equity, diversity, digital citizenship, and community.
- Understand and demonstrate the capacity to advocate for ethical decision and cultivate and enact professional norms.
- Develop and maintain a supportive, equitable, culturally responsive, and inclusive school culture.
- Evaluate, develop, and implement coherent systems of curriculum, instruction, data systems, support, and assessment.
- Engage families, community, and school personnel in order to strengthen student learning, support school improvement, and advocate for the needs of their school and community.
- Improve management, communication, technology, and school-level governance, and operation systems to develop and improve data-informed and equitable school resource plan and apply laws, policies and regulations.
- Build the school's professional capacity, engage staff in the development of a collaborative professional culture, and improve systems of staff supervision, evaluation, support, and professional learning.