

Certificate in Building Level Leadership/Principal

The Educational Leadership program in the department of counseling, educational leadership, educational and school psychology offers the Building-Level Leadership Graduate Certificate program. Its goal is to provide a path for students who currently have a master's degree in an education-related field (e.g. curriculum and instruction, school counseling, etc.) and are currently employed in preK–12 education to be recommended for building licensure.

Admission

Applicants must have a minimum 3.000 grade point average in their last two years (60 credit hours) of college coursework from accredited institutions. In addition, applicants must have validated strengths on the multiple indicators listed below:

1. Official transcripts of all college-level work completed with indication of having completed a master's degree in an education-related field (e.g. curriculum and instruction, school counseling);
2. Three completed reference report forms from supervisors and/or professional peers. At least one must be from a supervisor attesting to the applicant's potential as a building administrator;
3. Evidence of licensure for a role in public/private schools and at least one year of accredited experience;
4. A resume or curriculum vita of educational and professional experience;
5. A brief statement of professional goals related to completion of the certificate program and/or certification as a school administrator; and
6. A letter signed by a building principal indicating he or she is willing to serve as the student's mentor and will allow the student to fulfill the practicum requirements in the program. (*Note:* this requirement normally precludes the admission of international students from this program because applicants are usually employed by a K–12 public or private school district before being admitted.)

Program Requirements

Background Check

Upon admission and prior to their first semester, all applicants admitted to this program must clear a criminal background check. There are two reasons for this requirement. First, it is part of the university's due diligence before placing students in field settings. Second, the check may alert applicants or students to issues that may subsequently affect their ability to work in their chosen field. In instances when a person's criminal history raises reasonable concerns that should be cleared to engage in the field experiences and/or subsequently obtain licensure/endorsement, WSU may take a range of actions, including rescission of admission or dismissal from the program, depending on the nature of the concern.

For information regarding this requirement, visit: Advanced Programs (<https://wichita.edu/clesadvancedprograms>).

Curriculum

The certificate program requires 15–21 credit hours of coursework comprising the following:

Course	Title	Hours
EL 813	Introduction to Educational Leadership and School Finance	3

EL 815	Building-Level Leadership Practicum I ¹	3
EL 825	Building-Level Leadership Practicum II ¹	3
EL 831	Diversity and Social Justice ²	3
EL 833	Seminar: School Law and Personnel Management	3
EL 853	Building Level Leadership for Special Populations	3
CLES 801	Introduction to Educational Research ²	3
Total Credit Hours		21

¹ For students earning licensure only substitute EL 816 and EL 846 respectively.

² Applicants who have prior coursework in multicultural or diversity training and research can have these courses evaluated and potentially waived, resulting in a program of 15 credits.

Sequence of Courses

First Year		Credit Hours
Fall Semester		
EL 813	Introduction to Educational Leadership and School Finance	3
EL 815	Building-Level Leadership Practicum I ¹	3
Credit Hours		6
Spring Semester		
EL 833	Seminar: School Law and Personnel Management (1st eight weeks)	3
EL 853	Building Level Leadership for Special Populations (2nd eight weeks)	3
EL 825	Building-Level Leadership Practicum II ¹	3
Credit Hours		9
Second Year		
Summer Semester		
CLES 801	Introduction to Educational Research ²	3
EL 831	Diversity and Social Justice ²	3
Credit Hours		6
Total Credit Hours		21

¹ For students earning licensure only substitute EL 816 and EL 846 respectively.

² CLES 801 and EL 831 can be waived with evidence of prior credit, or taken online, or in the summer of either the first or second year of the program.

Completion Requirements

Students completing the requirements for a graduate certificate must submit the Graduate Plan of Study form and the Application for Graduate Certificate form no later than the 20th day of the fall or spring semester, or the 10th day of the eight-week summer term when certificate completion is anticipated. A cumulative GPA of 3.000 for all courses comprising the certificate program and on the student's approved plan of study is required. No grades below a C (2.000) are allowed in certificate program courses. In addition, candidates must pass all key program assessments. Complete information on these assessments is available from the program advisor.

Applied Learning

Students in the graduate certificate building-level leadership/principal program are required to complete an applied learning or research experience to graduate from the program. The requirement can be met by completing two practicum experiences: EL 815 and

EL 825. Students earning licensure only can meet the requirement by completing EL 816 and EL 846 respectively.