

Administrative Specialist License Educational/Staff Personnel Educational Administration Kent State University (Prospectus--45 hours)

The administrative specialist license is valid for working in a central office or supervisory capacity. Two years of successful teaching experience under a professional teacher license is required. A score of 610 or higher on the Praxis II specialty area test "Educational Leadership: Administration and Supervision" (10410) also is required.

Date _____ Student's I.D.# _____

Student's Name _____ Student's Signature: _____

Advisor's Name: _____ Advisor's Signature: _____

Professional Requirements (3 credit hours)

EDPF 65511 Research in Educational Services (3) _____

Educational Administration Core (24 credit hours)

EDAD 6/76518 Law & Special Education (3) _____

EDAD 6/76520 School Law for Teachers & Administrators (3) _____

EDAD 6/76524 Central Office Administration: Business Management and Support Services (3) _____

EDAD 6/76526: Fundamentals of Educational Administration(3) _____

EDAD 6/76533 Central Office Administration: Curriculum & Pupil Services (3) _____

EDAD 6/76538 Administration of School Culture (3) _____

EDAD 6/76539 Communication Skills for Educational Adm'rs (3) _____

EDAD 6/76747 Personnel (3) _____

Specialization (18 credit hours)

Required (9 credit hours)

EDAD 6/76492 Internship in Educational Administration (fall) (3) _____

EDAD 6/76492 Internship in Educational Administration (spring) (3) _____

EDAD 6/76521 Employment Law (3) _____

Elective (select 3 from the following--9 credit hours)

B AD 64271 Human Resources Management (3)
(also listed as B AD 6/77071) _____

B AD 6/74263 Employee Selection & Appraisal (3) _____

B AD 6/77010 Executive Communications (3) _____

B AD 6/77043 Dynamics of Leadership for Executives(3) _____

_____ Other approved elective (3) _____