District Level Administrator Candidacy Form

Henderson State University
Graduate School
Program of Study District Level Administrator

To be completed by Candidate and Advisor or Coordinator of Ed Leadership Program
prior to beginning coursework or before completion of six hours.

To: Dean of Graduate School

From: _____________________________________________

Address: ________________________________________

City: _______________________ State: __________ Zip: _______________

Phone: ___________________________ E-Mail: _______________________

Date Admitted to Ed.S. Program _______________ Date of SLLA _______________

Requirements for the POS include a minimum of 24 hours, a Master’s degree, and an
administrative license. The culminating experience for all programs will be a Portfolio presentation
to program faculty. HSU reserves the right to modify policies and programs of study by supplying
candidates written notice of change.

M.S./M.S.E. (or equivalent required): Institution__________________________

Degree ______________________ Date Awarded ______________________

**BY TRANSFER:** All transfer work must be completed within the last ten (10) years and
course artifacts from transferred courses which are aligned to ELCC and ISLLC standards
must be included in Portfolio Defense/Exit Interview. An official transcript from school of
origin for transfer work is required in the graduate office to document coursework.
Identify course, institution and grade where substituted.

REQUIRED COURSES FOR PROGRAM OF STUDY FOR DISTRICT LEVEL LICENSE

**CORE COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Grade</th>
<th>Date Completed</th>
<th>Date to be Taken</th>
</tr>
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<tbody>
<tr>
<td>EDL 7113</td>
<td>Executive Leadership</td>
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<tr>
<td>EDL 7123</td>
<td>Organizational Management</td>
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<tr>
<td>EDL 7723</td>
<td>Technology for Dist. Administrators</td>
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<tr>
<td>EDL 7363</td>
<td>Governance &amp; Politics</td>
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<tr>
<td>EDL 7483</td>
<td>Human Resources &amp; Accountability</td>
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<td>EDL 7593</td>
<td>Fiscal Resources &amp; Accountability</td>
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<td>EDL 7233</td>
<td>Advanced Research Methods</td>
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<tr>
<td>EDL 7613</td>
<td>Mentorship in Educational Leadership</td>
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</tbody>
</table>

**24 CORE HOURS**
Projected completion of minimum of 217 internship hours: ______________________

Projected Date for SSA – School Superintendent Assessment: ______________________
Candidates should check with HSU licensure officer regarding SSA and requirements for licensure.

Proposed Date of Portfolio Defense/Exit Interview: ________________________________

_________________________________________  _____________________________
Candidate Signature                             Date

APPROVED:
_________________________________________  _____________________________
Signature of Advisor                             Date Approved

_________________________________________  _____________________________
Signature of Program Coordinator                Date Approved

_________________________________________  _____________________________
Signature of Dean of Graduate School             Date Approved

Deadlines to apply for graduation         May ---March 1       December --- October 1