

**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** Date: \_\_\_\_\_

From: \_\_\_\_\_ HSU ID # \_\_\_\_\_

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**

Course	Course Name	Grade	Date Completed	Date to be Taken
EDL 7113	Executive Leadership			
EDL 7123	Organizational Management			
EDL 7723	Technology for Dist. Administrators			
EDL 7363	Governance & Politics			
EDL 7483	Human Resources & Accountability			
EDL 7593	Fiscal Resources & Accountability			
EDL 7233	Advanced Research Methods			
EDL 7613	Mentorship in Educational Leadership			
<b>24 CORE HOURS</b>				

**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**