

# *Principal K-12 Post-Master's Certificate*

**Leadership for student achievement.**

The coursework and related experiences prepare the candidate to promote the success of all students by becoming a building level leader within the K-12 school system. "Leadership for Student Achievement" is the common thread

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throughout the program. Upon successful completion of the program, individuals will make application for PA Principal K-12 certification.

## **ADMISSION REQUIREMENTS and PROCEDURES**

- Visit the Graduate School webpage and click the "Apply" link on the left side of the screen.
- Begin by creating an account on CollegeNET by clicking the "account" link on the Apply page.

CollegeNET is a self-managed application system. It will allow you to submit admission materials, check the status of your application, and view your decision letter using this account. If you have issues with your CollegeNET account, consult the CollegeNET help desk by submitting a Help Request Form or email [help@collegenet.com](mailto:help@collegenet.com).

Individuals seeking admission as degree students in this program must comply with the general admission requirements for graduate students at Edinboro University and with the following specific admission requirements for this program:

1. Complete the online application
2. Pay an application fee of \$30.
3. Submit official transcripts verifying an earned baccalaureate and master's degree from an accredited institution.
4. Writing sample, reflecting your understanding on how educational leaders shape learning and your philosophy of promoting student achievement and success for all students
5. Completed [mentor form](#)

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## **CURRICULUM**

**27 semester hours of prescribed graduate credit is required for the PA Principal K-12 certificate program.** These required graduate credits should be earned as follows:

EDLR 700 Introduction to Educational Leadership  
EDLR 721 Collaborative Leadership for Evaluation  
EDLR 731 School and Community Relations  
EDLR 741 Curriculum Leadership  
EDLR 760 Legal Aspects of Educational Leadership  
EDLR 765 Financial Aspects of Educational Leadership  
EDLR 775 Educational Leadership Theory and Practice  
EDLR 789 Elementary Principal Internship\*  
EDLR 794 Secondary Principal Internship\*

\* All internship courses, whether in an online or campus-based program, will be charged at the off-campus rate.

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## DEGREE REQUIREMENTS

Individuals who have earned the Master of Education in Educational Leadership degree offered by Edinboro University will be allowed to transfer 12 semester hours into the Post-master's certificate program. These students will be required to complete only 15 additional semester hours of prescribed graduate credit as a partial requirement for the PA Principal K-12 certificate program. Students who have earned an M.Ed. in Educational Leadership at another university should contact the Graduate Program Head to determine which courses might transfer in and count towards the 27 semester hours of graduate credit required for the PA Principal K-12 certificate program.

**Additional Requirements.** In addition to successful completion of the prescribed 15-27 graduate credits of course work for the PA Principal K-12 certificate, the individual will be required to: conduct and present a focus project on student achievement in each of the two required internships and meet the cut off score for the PRAXIS 6990 School Leaders Licensure Assessment (SLLA). No more than three semester hours of "C" grade will be accepted toward meeting the 15 semester hours of credit required for the PA Principal K-12 certificate.

**Student Responsibility.** It is the responsibility of individuals completing requirements for PA Principal K-12 certification to submit the appropriate forms needed to obtain the certification from the Commonwealth of Pennsylvania to the Dean of Education as soon as the certification requirements have been completed.

Candidates seeking teacher certification from a state other than Pennsylvania should follow the procedures required by that specific state.

Only international students who hold immigration status and have submitted a form of intent to become a citizen are eligible to apply for PDE teacher certification.

It is the student's responsibility to investigate certification requirements from states other than Pennsylvania.

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**For More Information:** If you have questions about the application process, please contact Edinboro University's School of Graduate Studies at [gradstudies@edinboro.edu](mailto:gradstudies@edinboro.edu) or at (814) 732-2856 or toll-free (888) 845-2890.

For questions specific to the PA Principal K-12 Post-Master's Certificate, please contact Dr. Andrew J. Pushchak at (814) 732-2548 or [apushchak@edinboro.edu](mailto:apushchak@edinboro.edu).

**Office for Accessibility Services:** For information or assistance regarding services, activities and facilities that are accessible to and usable by persons with a disability, contact the Office for Accessibility Services (OAS), at (814) 732-2462. For additional information, visit the OAS web page.

**Graduate Assistantships:** Graduate Assistantships are available for campus based students only. They are awarded on a competitive basis. Admission applications must be completed by February 15th to be considered for an assistantship. Assistantships provide a partial waiver of tuition and a stipend, as well as an opportunity to gain experience in research and professional activities. Additional information about assistantships is available through the School of Graduate Studies and Research, (814) 732-2856 or toll-free (888) 845-2890.

**Financial Aid Considerations:** An academic year consists of fall, spring, and summer. Graduate students taking graduate level courses may receive up to \$20,500 in the Direct Unsubsidized Stafford Loan Program. Most students will use their Stafford loans during the 9 month period (fall and spring). Students will want to be mindful of their financial aid to allow for funding for 12 months if planning on enrolling during the summer term. Students will have an option to apply for Graduate Plus loan or private loans if other funding has been exhausted. For more specific information, please contact the Financial Aid Office at (888) 611-2680 or [finaid@edinboro.edu](mailto:finaid@edinboro.edu).

**Employer Reimbursement:** Non-traditional students who are working and taking classes on a part-time basis may have employer-paid education bene-fits. The purpose of the employer tuition reimbursement agreement is to allow employees who receive reimbursement to defer payment of their tuition and fees until after grades are available at the end of the semester. Edinboro University accepts employer benefit plans through arrangements with the Bursar's Office by completing the enclosed employer tuition reimbursement agreement.

**Veterans' Education Benefits:** Information and printable forms regarding Veterans' Education Benefits and the Montgomery GI Bill are available at the Department of Veterans Affairs website, <http://www.gibill.va.gov/>. After the Department of Veterans Affairs approves a student's eligibility, and after the school certifies the student's enrollment, benefits are paid directly to the student after the end of each month.