

Application Instructions: MA in Educational Leadership & Policy Studies (TK-12 Educational Leadership)

Program Description

Educational Leadership and Policy Studies aims to develop TK-12 leaders from diverse backgrounds who will positively impact all educational settings. The program specifically focuses on cultivating leaders who promote learning, equity, justice and achievement for all students. Educational Leadership and Policy Studies seeks to prepare transformational leaders with the capacity to effectively facilitate and manage change.

The mission of the Educational Leadership and Policy Studies is to develop equity focused educational leaders who will effectively lead and improve TK-12 school systems. Our program aims to prepare school leaders who possess the following core qualities and characteristics:

- Be visionary change agents
- Lead for equity
- Create collaborative learning communities
- Engage in reflective practice
- Be socially just leaders
- Lead for inclusiveness
- Implement research-based and site-based best practices
- Be instructional leaders

Past graduates of our program successfully serve in a broad variety of leadership roles within the TK-12 educational setting (such as vice principal, principal, superintendent, director, instructional leader, California Department of Education leadership, etc.). In addition, upon completion of our program, several of our graduates have chosen to pursue a Doctorate in Educational Leadership degree at California State University, Sacramento.

Here is what Makes Our Programs Unique:

1. **Hybrid, and Online Options:** We offer hybrid and online options for our programs in order to meet the needs of our students.
2. **Accelerated Programs:** You can complete your Preliminary Administrative Services Credential (PASC) in as little as 10.5 months. The Masters in Educational Leadership & Policy Studies can also be earned concurrently, with the addition of a semester.
3. **Supportive Cohort-Based Learning:** The students in your cohort will matriculate through all coursework together, creating opportunities to support and learn from one another.
4. **Practitioners as Faculty:** Courses are taught by current and past TK-12 practitioners who are considered leading experts within their fields.
5. **Preliminary Administrative Services Credential & MA:** Our credential courses coincide with our Master in Educational Leadership & Policy Studies degree; therefore both the Preliminary Administrative Service Credential (PASC) and the Master's degree can be earned concurrently, should applicants seek both. Aspiring school leaders can complete our Preliminary

Administrative Services Credential in less than 11 months and complete their Master in Educational Leadership & Policy Studies degree with an addition semester.

Minimum Admission Requirements

Admission as a classified graduate student requires:

- a baccalaureate degree;
- four years of teaching experience or its functional equivalent;
- a minimum 2.5 GPA in the last 60 units;
- proficiency in written composition as demonstrated by the submission of a writing sample (essay, prompt provided); and
- successful interview with faculty, demonstrating:
 - Preparation for graduate level study
 - Some leadership experience
 - Familiarity with current issues in education
 - Knowledge of conflict resolution and negotiation skills
 - Knowledge of TK-12 education as a field
 - Entry level understanding of ethical leadership
 - Vision for TK-12 education

Applicants who have deficiencies in admission requirements that can be removed by specified additional preparation may be admitted with conditionally classified graduate status. Any deficiencies will be noted on a written response to the student's admission application.

Admission Procedures

Each applicant must submit the following:

- A resume or curriculum vitae highlighting relevant experience;
- A Personal Statement (maximum 500 words) that addresses:
 - Your experiences or the factors that led you to apply for the program;
 - The leadership characteristics you believe you possess;
 - Those personal characteristics you believe you possess that will enable you to be successful in the program; and
 - Your professional interests
- Essay (writing sample prompt)
 - Prompt: Describe your ultimate objective(s) in school leadership. What steps do you plan to take to achieve these objectives?
 - Maximum 250 words
- two recommendations; and

- One set of official transcripts from all colleges and universities attended, *other than Sacramento State*; official electronic transcripts sent directly from colleges/universities to gradtranscripts@csus.edu or sealed official hard copy transcripts sent to:

Office of Graduate Studies
California State University, Sacramento
Riverfront Center, Room 215, MS 6112
6000 J Street
Sacramento, CA 95819

Approximately two weeks after the deadline for submission of application materials to the Department, each applicant will be scheduled for an interview. Approximately two weeks after all applicants have been interviewed, a decision regarding admission will be mailed to each applicant.

Documents Page in Quadrant IV

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Optional:

- the Graduate Record Exam (GRE) or Miller Analogies Test scores are NOT required; however, these test scores may be included with the admission application).

Letter of Recommendations Page in Quadrant IV

Required: two recommendations

Directions: Please request recommendations from two individuals who can provide information pertaining to your educational practices and experience.