



Curriculum Contract

Professional Certificate for Instructional Leadership-School Superintendent, All Grades

Contact Information:

Last, First Middle WKU ID Number

Street Home Phone Number

City State Zip Code E-mail Address

Specific degree and certification requirements with advisement sheets attached.

WESTERN KENTUCKY UNIVERSITY --- CURRICULUM CONTRACT

Table with 2 columns: Prerequisite Courses and Required Courses. Prerequisite: Completion of Level I and II preparation program... Required Courses: EDAD 639 The Superintendency, EDAD 649 School System Administration, EDAD 659 Strategic Planning in Education, EDAD 598 Field Based Experience - Superintendency. Summary: Prerequisite Level I and II Principal or Supervisor, Required 12 hours.

**Delineation of Program Transition Points – Advanced Preparation  
Instructional Leadership-School Superintendent**

<b>Transition I: Admission to Graduate Studies and Research</b>			
<b>Data Reviewed</b>	<b>Minimal Criteria for Admission</b>	<b>Review Cycle</b>	<b>Reviewed by</b>
<ul style="list-style-type: none"> <li>■ Admission Application</li> <li>■ Transcript Record</li> <li>■ Degrees</li> <li>■ Graduate Record Examination (GRE)</li> <li>■ GPA</li> <li>Teaching certificate</li> </ul>	<ul style="list-style-type: none"> <li>■ Masters Degree</li> <li>■ Evidence of teaching certificate</li> </ul>	<ul style="list-style-type: none"> <li>■ Fall and Spring</li> </ul>	<ul style="list-style-type: none"> <li>■ Graduate Studies and Research</li> </ul>
<b>Transition II: Admission: School Superintendent</b>			
<ul style="list-style-type: none"> <li>■ Department Admission Application</li> <li>■ GPA</li> <li>■ Degrees</li> <li>■ Teaching certificate</li> <li>■ Level I and II preparation requirements for endorsement as principal or supervisor</li> </ul>	<ul style="list-style-type: none"> <li>■ Master’s Degree</li> <li>■ Standard teaching certificate</li> <li>■ Three years teaching</li> <li>■ 3.2 GPA</li> <li>■ Candidate signature on program</li> <li>Level I and II principal or supervisor</li> </ul>	<ul style="list-style-type: none"> <li>■ Each term</li> </ul>	<ul style="list-style-type: none"> <li>■ Department faculty</li> <li>■ Office of Teacher Services</li> </ul>
<b>Transition III: Exit</b>			
<ul style="list-style-type: none"> <li>■ GPA</li> <li>■ Dispositions Scores</li> <li>■ Critical Performance Scores</li> <li>■ Field Experiences</li> <li>■ Transcripts</li> </ul>	<ul style="list-style-type: none"> <li>■ 3.0+ GPA</li> <li>■ Satisfactory performance toward ISLLC standards</li> <li>■ All dispositions average “At Standard”</li> <li>■ All Critical Performances average score</li> <li>■ Successful completion of field work</li> <li>■ Two years school administrator experience</li> <li>■ Completion of 60 hours graduate credit above bachelor’s degree in approved certification program</li> <li>■ Successful completion of required courses</li> </ul>	<ul style="list-style-type: none"> <li>■ Each term</li> </ul>	<ul style="list-style-type: none"> <li>■ Department faculty</li> <li>■ Office of Teacher Services</li> </ul>

To be recommended for certification, an applicant must document:

- Completion of an approved School Superintendent preparation program;
- Achievement of a 3.0 GPA overall
- Two years experience in a school administrative position
- Completion of a minimum of sixty (60) semester hours graduate credit above the bachelor’s degree in an approved certification program

EPSB Disclaimer: Educational Leadership requirements are subject to change. Current requirements should be verified with the Education Professional Standards Board (EPSB) Web site at [www.epsb.ky.gov](http://www.epsb.ky.gov) or call 502-564-4606 or toll free 888-598-7667.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## GRADUATE COLLEGE

## Instructional Leadership-SUPERINTENDENT Certification

 NAME \_\_\_\_\_  
Last      First      Middle/Maiden

WKU ID Number: \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Street
City/State      Zip Code

Undergraduate Degree Institution: \_\_\_\_\_ Date: \_\_\_\_\_

Graduate Degree Institution: \_\_\_\_\_ Date: \_\_\_\_\_

Certification(s) Held &amp; Dates \_\_\_\_\_

**Note: Standard Teaching Certificate Required**

EDUCATION COURSES	HRS	DATE	TR	SUBJECT MATTER	HRS	DATE	TR
<b>PREREQUISITE</b>							
Completion of Level I and II preparation requirements for administrative endorsement as Principal or Supervisor of Instruction.							

EDUCATION COURSES	HRS	DATE	TR	SUBJECT MATTER	HRS	DATE	TR
EDAD 639	3						
EDAD 649	3						
EDAD 659	3						
EDAD 598 (superintendent)*	3						

 STUDENT \_\_\_\_\_  
Signature      Date

 CERTIFICATION OFFICER \_\_\_\_\_  
Signature      Date

 RANK I ADVISOR \_\_\_\_\_  
Signature      Date

 GRADUATE DEAN \_\_\_\_\_  
Signature      Date

- NOTE:** (1) A 3.2 GPA is required for admission to the program.  
 (2) Students must submit a comprehensive professional exit portfolio.  
 (3) Throughout the program, students will be assessed on field experiences and disposition, through Critical Performances, examinations, and criteria deemed necessary to monitor progress

 White- Graduate Studies  
 Goldenrod-Student  
 Yellow-Certification  
 Blue- Advisor