

**Planned Program: Masters of Education Degree in Leadership  
Emphasis in Educational Leadership  
(33 Credits – 8 Years to Complete)**



Name \_\_\_\_\_ Student G-number \_\_\_\_\_ Last 4 SSN \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_  
 E-mail \_\_\_\_\_ Phone \_\_\_\_\_

**Advisor checks all that apply:**  
 1. \_\_\_ M.Ed.  
 2. \_\_\_ Professional Teaching Certificate <sup>1</sup>

	Credits	Grade	Notes
<b>I. Social Foundation Courses – Select one (3 credits)</b>			
EDF 671 Educational Policy and Practice	3	_____	_____
EDF 672 Social/Cultural Foundations of Education	3	_____	_____
<b>II. Research Foundation Course (Prerequisite to EDL 693/695) (3 credits)</b>			
EDF 660 Educational Inquiry and Evaluation	3	_____	_____
<b>III. Emphasis Area Courses (18 credits)</b>			
EDL 665 Educational Leadership	3	_____	_____
EDL 666 Curriculum Leadership	3	_____	_____
EDL 668 Personnel Administration	3	_____	_____
EDL 670 School Law	3	_____	_____
EDL 677 School and Community Relationships	3	_____	_____
<i>Select one:</i>			
EDL 667 Elementary Supervision and Evaluation	3	_____	_____
EDL 671 Secondary Supervision and Evaluation	3	_____	_____
<b>IV. Practicum (Fall Term) (3 credits) <sup>2</sup></b>			
EDL 685 A K-12 Principal Field Practicum	3	_____	_____
<b>V. Administrative Internship (Winter Term) (3 credits) <sup>2</sup></b>			
EDL 687 Administrative Internship	3	_____	<i>Prerequisite: EDL 685</i>
<b>VI. Capstone – Select One (3 or 6 credits) <sup>2,3</sup></b>			
EDL 693 Master’s Project	3	_____	_____
EDL 695 Master’s Thesis	6	_____	_____
<b>VII. Responsible Conduct of Research (RCR) Requirement (0 credits) <sup>4</sup></b>			

**Program Requirement Notes**

1. Additional information on certification requirements can be found on the College of Education website: <https://www.gvsu.edu/coe/grad/educator-certification-requirements-50.htm#FAQ>
2. Students must apply in advance for each practicum or capstone course. Advisor approval is required. Apply online at <http://www.gvsu.edu/coe/grad/app>. Application deadlines: May 15 for fall enrollment, September 15 for winter enrollment, and February 15 for spring/summer enrollment.
3. Students should meet with their advisor midway through their program to decide on a capstone (EDL 693 or EDL 695) and discuss plans for completion. Subject to department approval, capstone course credits may be taken in variable amounts from 1-3 credits (EDL 693) or 1-6 credits (EDL 695) and require continuous enrollment each semester until completed.
4. All students must complete Responsible Conduct of Research training as a graduation requirement. This online training should be completed prior to completion of 50% of the graduate program or prior to engaging in any research activity. Certification expires after 3 years and must be current while engaged in any research activity. More information may be found on the COE website: <https://www.gvsu.edu/coe/grad/responsible-conduct-of-research-rcr-requirement-54.htm>

**Important Program Policies**

- Students must apply and be accepted for graduate study in the College of Education. Students who have not been accepted will not be permitted to enroll in coursework beyond 6 semester hours.
- Students have 8 years to complete coursework for degree. Students who have not enrolled for 24 consecutive months must follow the degree and program requirements in the GVSU catalog that are in effect at the time of their re-entry.
- Students must earn a cumulative 3.0 GPA or higher on GVSU graduate coursework with a letter grade of "C" or higher for all courses used for degree.
- Students must apply for degree online through the Registrar’s Office at <http://www.gvsu.edu/registrar>.
- All candidates applying for certification must initiate the certification recommendation process by self-registering in the Michigan Online Educator Certification System (MOECS) at [www.michigan.gov/moecs](http://www.michigan.gov/moecs).

COE USE ONLY  
 Date Approved: \_\_\_\_\_ Updated: \_\_\_\_\_ Updated: \_\_\_\_\_ Updated: \_\_\_\_\_ Updated: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 White/Records Yellow/File Pink/Student  
 CODE: EDLD EDL FEB 2019 LT