Education Specialist in Educational Leadership

Objectives
The Education Specialist Degree (EdS) is a practitioner’s degree. Many states require this degree for Superintendent Licensure, however, Montana does not. This degree is particularly valuable for students who see themselves as school system leaders in medium sized to larger school systems. Admission into the Educational Leadership program is required.

Program Flow
The purpose of the EdS Degree is to provide skills and knowledge required for District Superintendent and central office leadership. In addition to improving skill and knowledge, it is the goal of the program to create strong networks among students to support effective practices.

To that end, classes are generally offered in a blended format which combines face-to-face delivery and distance delivery. An appropriate balance of theory and practice is a strong consideration in planning for the content of the classes. Typically the Superintendent Core (EDLD 620, EDLD 645, EDLD 650, EDLD 655) is offered every summer beginning online in mid-May and on campus for two weeks in June.

Program of Study

<table>
<thead>
<tr>
<th>Specialist Core</th>
<th>24</th>
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<tr>
<td>EDLD 610 Leadership and Organizational Theory</td>
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<td>EDLD 620 The School Superintendent</td>
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<td>EDLD 630 Supervision &amp; Instructional Leadership</td>
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<td>EDLD 645 Personnel and Collective Bargaining in MT</td>
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<td>EDLD 650 MT Finance &amp; Facilities</td>
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<td>EDLD 655 MT Legal &amp; Policy Studies</td>
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<td>EDLD 657 Education Policy &amp; Politics</td>
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<td>EDLD 643 Leading Social Justice</td>
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<td>Field Experience</td>
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<tr>
<td>EDLD 574 Field Experience in Educational Leadership (Field Experience may be waived based on experience and goals)</td>
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<td>Professional Paper</td>
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<td>EDLD 575 Professional Paper &amp; Project</td>
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<td>Total Credits</td>
<td>30</td>
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Committees
Candidates will have a three member committee. Candidates should work closely with their committee chair to prepare and submit a program of study immediately upon admission to the program. The chair and one other member must be from the Educational Leadership faculty. The third committee member must have academic credentials in the area of the student's program of study and be approved by the Head of the Department of Education and Dean of The Graduate School.

Chairs
The student should carefully select his/her chair after thorough conversations with the approved Educational Leadership faculty members. The chair will serve as the student's primary advisor. The committee, as a whole, is subject to the approval of the Head of the Department of Education. Chairs and members of a student's committee are subject to change. In addition, revision to the program of study can be made during the course of study with the chair’s approval.

Comprehensive Examination/Professional Paper
The EdS student will develop a professional paper as his/her summative experience. The professional paper will address a specific issue and contextualized problem of practice using appropriate theory and research-based best practices. Specifically the professional paper will:
1) frame the problem; 2) review pertinent research literature; 3) identify appropriate methods used to demonstrate the extent of the problem and the efficacy of the solution employed; and 4) provide recommendations grounded in research to solve the problem.

Additional Education Specialist Requirements
The Education Specialist degree must meet the minimum requirements under the For Doctoral Students section on found in the departmental website with the following two exceptions: 1) no dissertation is required, and 2) courses over seven years old may not be included on the graduate program of study.

While many courses for the Education Specialist degree are the same as those for the Doctor of Education degree, it must be clearly understood that admission to one program does not imply admission to the other. Transfer from Doctoral to Education Specialist status will be possible only if the applicant: 1) is in good standing with The Graduate School, and 2) has not failed the doctoral comprehensive exam.

Contact Information
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Dr. Bill Ruff
406-994-4182 Email: wruff@montana.edu

Application Materials for the EdS in Educational Leadership
*Prior to applying to the Educational Leadership program, applicants must hold a Montana Class III Admin License or equivalent, with experience as a principal.

Complete the online application through the Graduate School Online Application System (http://www.montana.edu/wwwdgs/apply.html)

During the online application process you will be asked to submit the following materials.

1. Resume/Curriculum Vitae
2. Three (3) letters of recommendation: Candidates must meet the following criteria for one of the three letters of recommendation.
   a. At least one of the three letters must be from the candidate’s PRESENT direct supervisor. That means a school district administrator who (a) is currently administratively certified by Montana Office of Public Instruction or other equivalent state agency; AND (b) currently acts as direct supervisor for the candidate, and has done so for a minimum period of one semester. If for any reason you cannot secure a letter from your present supervisor, then:

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At least one of the letters of recommendation must be from a PREVIOUS direct supervisor. That means a school district administrator who is (a) currently certified by the Montana Office of Public Instruction or other equivalent state agency; AND (b) has, at some point preceding the date of this application, acted as direct supervisor for the candidate for a minimum period of one semester. Any applicant who does not have a letter from a present direct supervisor must indicate in the self-nomination letter (see below) the specific reason(s) why they were unable to secure a letter of recommendation from their present supervisor.

3. **Self-Nomination Letter**: The self-nomination letter should be 2 pages, double-spaced, and focus on the following:
   a. Your development and growth as an educator, including professional development;
   b. Your contributions to the school and district;
   c. Your development as a leader. Specific examples are needed that clarify how you have grown as a leader and your leadership activities; and
   d. Your specific goals, and why the EdS would be of benefit to you/your school.

4. **Academic Transcripts**: Applicants must provide official transcripts verifying all Bachelors degree and Masters degree course work. Unofficial transcripts may be uploaded during the application process. Official transcripts must be sent from the Institution directly to the Department of Education Graduate Programs Office, 215 Reid Hall, PO Box 172880, Montana State University, 59717. Electronic transcripts are also acceptable as long as they arrive directly from the applicants certifying university. Please have electronic transcripts sent to edgrad@montana.edu. Transcripts from a degree awarded through MSU do not need to be provided. **NOTE**: We require an undergraduate and graduate GPA of at least 3.00 (on a 4.00 scale). Transcripts will be evaluated for rigor and academic fit.

5. For International Applicants ONLY:
   - TOEFL ([https://www.ets.org/toefl](http://www.ets.org/toefl)) or ACE level 7 - Applicants who are not U.S. citizens and not from countries where English is the official language are required to take the Test of English as a Foreign Language and score a minimum 213 (paper version- 550, 80 for the iBT). This requirement may be waived if the applicant has earned an undergraduate or graduate degree from an institution in the U.S.
   - **International Student Financial Certificate**

**Application Deadlines**

Below is the deadline by which all of the application materials for the Education Specialist Programs in Education must be submitted via the online application system. In order for a graduate degree application to be reviewed for admission, all required application documents must be submitted prior to the department's posted deadline. Applications received after the deadline may be reviewed for acceptance on a case-by-case basis.

- **Fall Semester**: April 1st
- **Summer Semester**: April 1st

*An early review deadline of February 1st has been set for those applicants wanting to be considered for Graduate Assistantships. Graduate Assistantships require students to work on campus 19 hours per week. Applications must be complete for an early review.*
Font Notice

This document should contain certain fonts with restrictive licenses. For this draft, substitutions were made using less legally restrictive fonts. Specifically:

Times was used instead of Adobe Garamond Pro.

The editor may contact Leepfrog for a draft with the correct fonts in place.