The Educational Specialist’s Degree in Educational Leadership and Class AA Instructional Leadership Certification

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Introduction: Educators who pursue the Educational Specialist degree will further sharpen their skills and develop new competencies in instructional leadership. They will also meet the qualifications for the Alabama Class AA certificate in Instructional Leadership. Most educators with an Ed.S. in educational leadership first pursue entry-level curriculum leadership or administrative positions such as assistant principal. Some pursue positions as school principals or district level curriculum leadership jobs after some years of leadership experience. Admission Requirements

Eligibility: To be eligible for the Educational Specialist program, prospective students must have a master’s degree (with a minimum GPA of 3.0 out of 4.0 for their graduate coursework), a current, Class A certificate in Instructional Leadership, and a minimum of three years of full-time teaching experience. Applicants must apply through the Graduate School, submitting an official transcript from all institutions attended after high school, three letters of recommendation, an MAT or GRE score, proof of Class A certification in Instructional Leadership, and the State of Alabama Department of Education supplement EXP Form verifying three years of acceptable teaching experience. Applicants who earned their M.Ed. in educational leadership at a university other than UAB must be interviewed and submit a portfolio. To ensure their applications are complete, prospective students should review our full list of admission requirements by clicking on the link below. Applications are due March 1 for summer term entry, June 1 for fall entry, and October 1 for spring entry.

Specifics about Requirements: Admission Requirements for UAB’s Educational Specialist in Instructional Leadership Program are as follows. To pursue an Ed.S. Degree and Class AA certification through UAB’s Instructional Leadership program, you must meet several eligibility requirements.
UAB Requirements:
- Gain unconditional admission to the UAB Graduate School as a degree seeking student;
- Providing three names for online recommendations through the UAB Graduate School website;
- Having a GPA of 3.00 or higher from a Master’s Degree program or Previous Add-On Class A Program in Educational Administration or Instructional Leadership;
- Earning an acceptable passing score on a spontaneous onsite writing sample (for those not graduating from UAB’s Master’s Degree programs in Instructional Leadership);
- Completing the UAB online application.

State Department of Education (ALSDE) Requirements
- Provide documentation that you have earned an Alabama Class A Professional Educator Certificate in Instructional Leadership or one of the other Class A leadership certificate designations [Instructional Leader, Principal, Superintendent, Superintendent-Principal, Educational Administrator, Supervisor (any subject and/or grade level), Administrator of Career and Technical Education.
- Provide documentation of a criminal history background check.
- Provide documentation (EXP form) of at least 3 years of teaching experience. If you do not yet have administrative experience, you must demonstrate competency in each of the Class A Leadership Standards through the compilation of a comprehensive portfolio kept throughout your Ed.S. coursework and field experiences. This is not required of students who completed Class A Certification in a redesigned program.
- Earn an acceptable passing score on the Ed.S. Instructional Leadership Admissions Portfolio rubric (portfolio required only for those who earned Class A Certification before Sept. 8, 2005). Your Admissions Portfolio (placed in a 1” three-ring binder with tabs) is part of the admission process and must contain the following artifacts (only):
  - A letter of nomination (i.e., support letter) written by a supervisor/administrator in your current teaching / administrative setting.
  - Two letters of recommendation written by others who can speak of your leadership potential or experience.
  - A copy of your two most recent performance appraisals/evaluations.
  - Two authentic artifacts/products that demonstrate your ability to positively impact student achievement and learning in your classroom or school (e.g., pre-/post-test of student learning data).
  - Two authentic artifacts (i.e., products) that provide evidence of your potential as a school leader (e.g., examples of presentations at conferences and workshops; examples of school improvement initiatives that you have led).
  - A statement of your reasons for pursuing Class AA Certification (300 -500 words).
  - Copies of your current Alabama teaching certificates
  - EXP form

State Department of Education (ALSDE) Requirements for Class AA Certification in Educational Leadership
Satisfactory completion of the State approved program with a minimum GPA of 3.25 or higher for all courses in the Alabama State Board of Education approved UAB Instructional Leadership Program Checklist as verified on your official transcript.

Completion of mentor training (this is provided in EDL 719).

Satisfactory completion of the instructional leadership Problem Analysis Project.

Passing score on the Comprehensive Instructional Leadership Exit Portfolio Assessment / Comprehensive Examination.

Coursework & Degree Requirements
The Educational Specialist degree program consists of (a) educational leadership coursework, (b) course-related field experiences, (c) an advisor-approved Foundations of Education elective. A practicum is also required for those students who obtained a Class A certification in Instructional Leadership prior to September 1, 2008. Core courses include Leading Change; Leading the Adult Learning Community; Management of the Learning Organization; Essential Skills for Organizational Leadership; Law, Ethics, and Policy for Educational Leaders; and Leadership of Special Programs. In deference to the working professionals who enroll in this degree program, courses are organized in a hybrid format of synchronous (face-to-face) and asynchronous (online) class sessions. Candidates for the educational specialist degree must complete the special education course Introduction to Exceptional Learners (ECY 600) or its equivalent.
Course Rotation by Blocks
This degree program extends over four semesters or “blocks” of courses. This program features rolling admissions, so students may apply and enter during any term, spring, summer, or fall.

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<thead>
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<th>Block</th>
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<tbody>
<tr>
<td>EDL728 Management of the Learning Organization (3 hours)</td>
<td>EDL717 Leading Change (3 hours)</td>
<td>EDL719 Mentoring / Coaching Skills for School Leaders (3 hours)</td>
<td>EDL718 Essential Skills for Organizational Leadership (3 hours)</td>
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<tr>
<td>EDL728-L Field Experience Management of the Learning Organization (1 hour)</td>
<td>EDL717L Field Experience Leading Change (1 hour)</td>
<td>EDL719L Field Experience for Mentoring and Coaching Skills for School Leaders (1 hour)</td>
<td>EDL718L Field Experience Essential Skills for Organizational Leadership (1 hour)</td>
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<tr>
<td>EDL727 Adult Learning Community (3 hours)</td>
<td>EDL732 Leadership of Special Programs (3 hours)</td>
<td>EDL746 *Practicum in Instructional Leadership (1 hour)</td>
<td>EDL731 Law, Ethics, and Policy for Educational Leaders (3 hours)</td>
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<tr>
<td>EDL727L Field Experience for Adult Learning Community (1 hour)</td>
<td>EDL732L Field Experience Leadership of Special Programs (1 hour)</td>
<td>EDF Elective * EDF 706 Social Movements in Education (3 hours) or EDF702 Critical Social Issues in Education (3 hours)</td>
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<td>(8) hours credit</td>
<td>(8) hours credit</td>
<td>(7-8) hours credit</td>
<td>(8) hours credit</td>
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Application Process
The graduate degree program to which you are applying is called the Educational Specialist's Degree in Educational Leadership (often abbreviated EdS). Application Deadlines: June 1 for admission to the fall term, October 1 for spring, and April 1 for summer. (If the deadline is missed, applicants are not allowed to begin courses in a non-degree status.) Application process is in two parts. The process begins with an application to the UAB Graduate School, then proceeds to program-specific requirements facilitated through the UAB School of Education Office of Student Services.

Checklist for the Application Process
✓ Submit Application: Complete and submit online application through the UAB Graduate School by clicking on the “Apply Now” button. Be sure to hit the “Submit” button to activate your application on or before the deadline. You do not have to have all required documents submitted by the deadline, but you must activate your application before the deadline expires in order to be considered for admission. Link to application: https://uabirmingham.force.com/graduate/TX_SiteLogin?startURL=%2Fgraduate%2FTargetX_Port aL__PB
✓ Pay Application Fee: Submit application fee payment to the UAB Graduate School
✓ Submit Three References: You must submit names and email addresses of three references, one of whom must be an immediate supervisor. Electronic submission is acceptable in lieu of an actual letter.
✓ Please ask references to complete an online reference via the online application system. However, if your references prefer to mail a recommendation letter, it should be mailed to: UAB School of Education, Office of Student Services, EB 232, 1720 2nd Avenue South Birmingham, AL 35294-1250
✓ Submit Transcripts: Request one (1) official transcript from each institution of higher education from which you earned credit to be sent by the issuing institution, either electronically to soetranscripts@uab.edu, or via mail to the UAB School of Education, Office of Student Services. International transcripts must be submitted to World Education Services (www.wes.org) or Educational Credential Evaluators (www.ece.org) for an official course-by-course evaluation then mailed to the UAB Graduate School: UAB Graduate School, HUC 511, 1720 2nd Avenue South, Birmingham, AL 35294-1150
✓ Submit Official MAT Test Score Report: MAT Institution Code: 1017. GRE may be substituted for MAT score. GRE Institution Code: 1856. Contact the UAB Testing Center for more information http://www.uab.edu/testing/
✓ Submit EXP Form: Submission of Alabama State Department of Education Supplemental EXP form, completed by your employer, will verify a minimum of three years’ acceptable teaching experience. If you have taught full-time in more than one school system, you may need to submit a Supplemental EXP form from each school system to certify the minimum of three years’ experience. The form should be notarized and submitted by your school system to UAB SOE, Office of Student Services (address above). If you have questions please contact Sha’Niethia Johnson-Wright araccot@uab.edu in the OSS at 205-934-7530, Fax: 205-975-8040. Link to EXP form: https://www.alsde.edu/sec/ec/Misc%20Docs/SUPPLEMENT%20exp.pdf
✓ Submit Immunization Records: All applicants must provide proof of immunization to obtain a medical clearance and to be admitted as a UAB student. Please submit shot records to the UAB Office of Student Health Services. Link to Student Health Services: http://www.uab.edu/studenthealth/immunizations/level-1
✓ Application Portfolio: Submission of an application portfolio is an ALSDE requirement to be submitted to program faculty. Applicants will submit a hard copy of completed application portfolio. Applicants will retain one copy of the portfolio to later upload contents to their electronic portfolio pending program admission.

Webpages of Interest

Online Application
https://uabirmingham.force.com/graduate/TX_SiteLogin?startURL=%2Fgraduate%2FTargetX_Portal__PB

NOTE: The University of Alabama at Birmingham is pleased to offer this Web-based application in order to make our application process as easy and convenient as possible.

Check Admission Status
http://www.uab.edu/graduate/online-forms/33-students/online-forms/213-check-admission-status

Detailed Tuition and Fees
http://www.uab.edu/students/paying-for-uab/detailed-tuition-and-fees

Graduate School
http://www.uab.edu/graduate/

Educational Leadership Program
http://www.uab.edu/education/humanstudies/educational-leadership

Office of Student Services (OSS)
http://www.uab.edu/education/home/departments-and-offices
The Office of Student Services (OSS) is responsible for undergraduate academic advising, registration, processing graduate applications for admission, applications for degree, and certification. The OSS works diligently to support our students in achieving their educational goals in an environment that embodies the School of Education values of respectfulness, responsiveness, and innovativeness. UAB Student Health and Wellness (SHW)
http://www.uab.edu/studenthealth/medical-clearance
# Estimated Tuition Charges

Based on 2017-2018 In-State Tuition*

## Tuition for Courses Taken in the UAB School of Education

Tuition per Graduate Credit Hour (Education): **$437**

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<thead>
<tr>
<th>Estimated Degree Program Costs*</th>
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<tr>
<td><strong>First Semester</strong></td>
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<tr>
<td>Eight Credit Hours</td>
<td>8 x $437</td>
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<tr>
<td><strong>Second Semester</strong></td>
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<tr>
<td>Eight Credit Hours</td>
<td>8 x $437</td>
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<tr>
<td><strong>Third Semester</strong></td>
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<tr>
<td>Eight Credit Hours</td>
<td>8 x $437</td>
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<tr>
<td><strong>Fourth Semester</strong></td>
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<tr>
<td>Eight Credit Hours</td>
<td>8 x $437</td>
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| Total Estimated Tuition Fees   | **$13,984** |
| (2017-2018 Rate, subject to change*) |        |

*Tuition costs and fees are as of August, 2017 and are subject to change by the university Board of Trustees at the beginning of any term. This estimate includes basic tuition rates for Alabama residents only and does not include other, incidental fees and costs. Candidates are also required to establish and maintain an account with the designated electronic portfolio web-based vendor for the entirety of their program.

**Fees Paid by Party Other Than Student or Student’s Family:** If tuition fees are to be paid by a party other than the student or student’s family (e.g., government agency, employer), students must visit the Cashier’s Office in the Office of Student Accounting, Room 322 in the Hill University Center, prior to the first day of class.