

EDUCATIONAL LEADERSHIP PROGRAM

Doctorate in Educational Leadership

APPLICATION PROCEDURES AND INFORMATION

GENERAL INFORMATION

The EDL doctoral program offers opportunities for students to extend their knowledge and skills in leadership and research. The program features a basic core of 9 units focused on building knowledge and understanding of leadership and organizational theory grounded in diversity, the changing demographics of our schools, students and faculties.

The EDL model focuses on theories, research inquiry, and practical strategies to dramatically improve student performance and close achievement gaps. We offer summer and academic year courses. Field experiences will include opportunities for research and attendance at national and international conferences.

Faculty expertise includes research on social justice, policy and evaluation, school-community collaboration, curriculum leadership, turnaround schools, systems/institutional theory, school climate and culture, discipline, safety, change, and teacher/principal/ superintendent leadership.

The information in this document should assist you in preparing the materials necessary for consideration for admission into one of these exciting programs.

MINIMUM QUALIFICATIONS

Experience

Master's Degree

Administrator Certificate and/or three years teaching or equivalent experience

Current or previous administrative/management/supervisory/leadership experience

Academic*

Grade Point Average (GPA) 3.5 minimum for graduate work

Graduate Record Exam (**GRE**) score

TOEFL score for international students only

*Quantitative requirements may be adjusted if other data are exceptional

APPLICATION INSTRUCTIONS

You must apply for admission to both the department and the Graduate College. Instructions for application to the department are followed by those for the Graduate College.

STEP 1:

APPLICATION TO THE DEPARTMENT

YOUR COMPLETE DEPARTMENTAL APPLICATION SHOULD INCLUDE:

- Completed Graduate Studies Application
- Official transcripts (in sealed envelopes from issuing institutions)
- Letters of recommendation in sealed envelopes *only*.
- Current vita or resume
- Career Goal Statement
- Writing sample (a published piece or the best example of your graduate work)

Professional References (3)

Contact those persons who will be writing endorsement letters, providing each with a stamped, self-addressed envelope. Do **not** open the envelopes when you receive them. Include them in your application packet when you submit your application materials to the department.

Official Transcripts

Request a copy of official transcripts from all schools you have attended. These should be mailed directly to **you**. Do **not** open these when you receive them. Include them in your application packet when you submit your application materials to the department.

MAIL YOUR DEPARTMENTAL APPLICATION TO:

Graduate Coordinator
Educational Leadership Program
College of Education, Room 321
P.O. Box 210069
The University of Arizona
Tucson, AZ 85721-0069

QUESTIONS REGARDING DEPARTMENTAL APPLICATION PROCEDURES:

Phone: (520) 626-7313
Fax: (520) 621-1875
Email: edlprog@email.arizona.edu
Web: <http://coe.arizona.edu/epsp/edl>

STEP 2

APPLICATION TO THE GRADUATE COLLEGE

Upon committee review and recommendation, apply for admission to the Graduate College online at <http://www.grad.arizona.edu/admissions/apply-now>. This step is only required for those who have been recommended for admissions.

APPLICATION FEE

A \$75 Application Fee, payable by check, money order, or bank draft payable through a U.S. - affiliated bank in U.S. dollars to The University of Arizona Graduate College, or by credit card (Visa® or Mastercard®) is required at the time of application. Applications will not be processed without the fee.

QUESTIONS REGARDING GRADUATE COLLEGE APPLICATION PROCEDURES:

Phone: (520) 621-3132
Fax: (520) 621-4101
Email: gradadmissions@grad.arizona.edu
Web: <http://grad.arizona.edu/>

READMISSION/LEAVE OF ABSENCE

If you previously were enrolled in a graduate degree program at The University of Arizona, but have not been officially enrolled for one regular semester or more, you must apply for readmission. If you have been enrolled elsewhere since your last attendance here, you are required to submit official transcripts to your department. A \$75 application fee for readmission is required.

RELEASE OF APPLICANT INFORMATION

Your personal and educational records are not accessible for release to anyone else without your written consent, unless authorized by law. If you wish to have a third party represent you during the admission process, please name that person in the space provided on the application.

If you have questions regarding the departmental application, please call the Educational Leadership Program Graduate Coordinator at (520) 626-7313. Comprehensive advising regarding the program, curriculum, course scheduling, requirements, etc., will be available to those students who are admitted.

FREQUENTLY ASKED QUESTIONS

- Q:** My GPA was lower than 3.50. Is it possible to be eligible for admission to the program?
- A:** Yes, however, you may be admitted in provisional status until your GPA improves to the required minimum. Or, you may take courses as a non-degree seeking student. After completing 12 semester units of graded coursework with a minimum grade-point average of 3.25, you may be considered for admission.
- Q:** I was a non-degree graduate student at the UA a year ago. Do I qualify for readmission?
- A:** No. Readmission status is reserved for applicants who have previously completed a minimum of one semester of course work in a graduate degree program at the UA.
- Q:** Who makes the admission or denial decision, my department or the Graduate College?
- A:** Your department will recommend your admission or denial to its graduate program. After final review by the Graduate College, you will receive formal notification of your admission or denial. Questions concerning your admission or denial should be directed to your major department.
- Q:** I am unable to enroll for the semester for which I was admitted, but I do want to come the following year. What should I do?
- A:** Contact the EDL Graduate Coordinator, who will formally request in writing to the Graduate College that your admission be deferred.
- Q:** I'm not an international applicant, but I did study at an institution outside the U.S. My records are not available in the same way that you have described as "official". What can I do?
- A:** Your international record will be considered complete and official if each document
- is an original or a copy that is originally certified by the issuing institution.
 - is a comprehensive record of all study completed, in the form of a transcript or yearly marksheets.
 - includes all degree certificates conferred.
 - is submitted with an officially certified English translation.
- Q:** I'm not an international applicant, but English is not my native language. Do I have to submit a TOEFL score?
- A:** Currently, only international applicants to graduate programs are required by the Graduate College to submit a TOEFL score. However, performance on the TOEFL is one predictor of success in graduate programs, and can provide you with a personal gauge of whether you are sufficiently fluent in English to succeed in graduate studies. Some departments may require proof of English proficiency and/or other tests not required by the Graduate College. Please check with your major department.

