Clemson University
College of Education

**Department of
Educational and Organizational Leadership Development (EOLD)**

**Master of Education (MEd) and Education Specialist (EdS) Degrees in
Educational Leadership**

**Room 332, 101 Gantt Circle
Clemson, SC 29634-0707**

Revised MAY 2021 FOR 2021-2022 ACADEMIC YEAR

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Program Purpose

The purpose of Clemson University's Educational Leadership (EDL) program is to prepare leaders who serve students and communities collaboratively and courageously, with an ethical commitment to equity, and the curiosity, self-awareness, and resiliency to grow, sustain, and nurture a community of learners. Leaders who successfully complete the program will become skilled at confronting the complex problems associated with state and regional poverty, race, and rurality. They will also strive to grow and sustain equitable systems and will contribute to the development of socially just schools and communities.

Program Goals

The specific goals of the program are to develop leaders who are able to:
- Understand and respond to the complex issues of poverty, race, and rurality and how they affect learners, schools, and communities
- Use strategies based on adult learning theory to structure and lead rich professional development for staff
- Apply sound managerial processes to enhance smooth school operations
- Develop environments of continuous learning to foster learning environments that expand the capacity of individuals and organizations
- Foster the talents and performances of individuals and organizations
- Advocate for improved policy and practice to facilitate equitable learning contexts for all students

Program Dispositions

The faculty in the EDL program are committed to recruiting and preparing leaders for diverse schools. We seek to attract students with specific qualities and to nurture and strengthen those qualities throughout the program. We value and are committed to the following dispositions:

- Collaborative
- Committed to equity
- Courageous
- Critical
- Culturally competent
- Curious
- Ethical
- Reflective
- Resilient

PROGRAM OVERVIEW

The EDL program includes the online Master of Education (MEd) and Educational Specialist (EdS) degrees in Educational Leadership. The program is for experienced educators who want to learn how to serve students and communities collaboratively and acquire the necessary skills to solve the complex problems facing schools today. The program combines the educational excellence that Clemson University is known for with the flexibility that many educators need. Our graduates become principals, assistant principals, instructional coaches, curriculum specialists, and serve in a wide variety of district-level leadership roles. Building-level cohorts (MEd or EdS for those students who already have a master's degree) begin **every fall.** District-level (EdS) cohorts begin in the **fall of every odd-numbered year**.

Master of Education in Educational Leadership (MEd)
The MEd offers three degree options, each of which consists of 36 credit hours.

Option 1: MEd *with* South Carolina building-level certification
> For educators holding a valid South Carolina teachers' license, the certification option includes a 30-hour core and two internships and leads to either elementary or secondary building-level administrative certification.

Option 2: MEd *with potential for* out-of-state building-level certification*
> Educators teaching under a certificate from a state other than South Carolina may be able to apply for certification in their own state by completing Clemson's 30-hour core and transferring in six internship credit hours from another accredited program.
>
> * Clemson's MEd is fully accredited in South Carolina. Educators interested in receiving certification in another state are responsible for consulting with their state education agencies to determine their specific certification requirements.

Option 3: MEd
> Educators desiring an educational leadership degree *without* certification may take the 30-hour core and add two graduate-level electives. Students may choose from a range of electives taught online from across Clemson's College of Education. These courses are in areas such as athletic leadership, human resource development, online instructional design, literacy, and STEAM, and may be used to earn additional certifications. More information about these courses can be found online at https://www.clemson.edu/education/. Students may also transfer in the six credit hours from another accredited university.

MEd in Educational Leadership Options

Option 1	**MEd** *with* South Carolina building-level certification	30 credit hours of core courses	South Carolina Internship I & II
Option 2	**MEd** *with potential for* out-of-state building-level certification	30 credit hours of core courses	Out-of-state Internship I & II
Option 3	**MEd**	30 credit hours of core courses	6 credit hours of electives

Educational Specialist in Educational Leadership (EdS) Building Level

The EdS Building Level offers three degree options, which consist of 30 or 36 credit hours.

Option 1: EdS *with* South Carolina building-level certification
> For educators holding a valid South Carolina teachers' license, the certification option includes a 30-hour core and two internships and leads to either elementary or secondary building-level administrative certification.

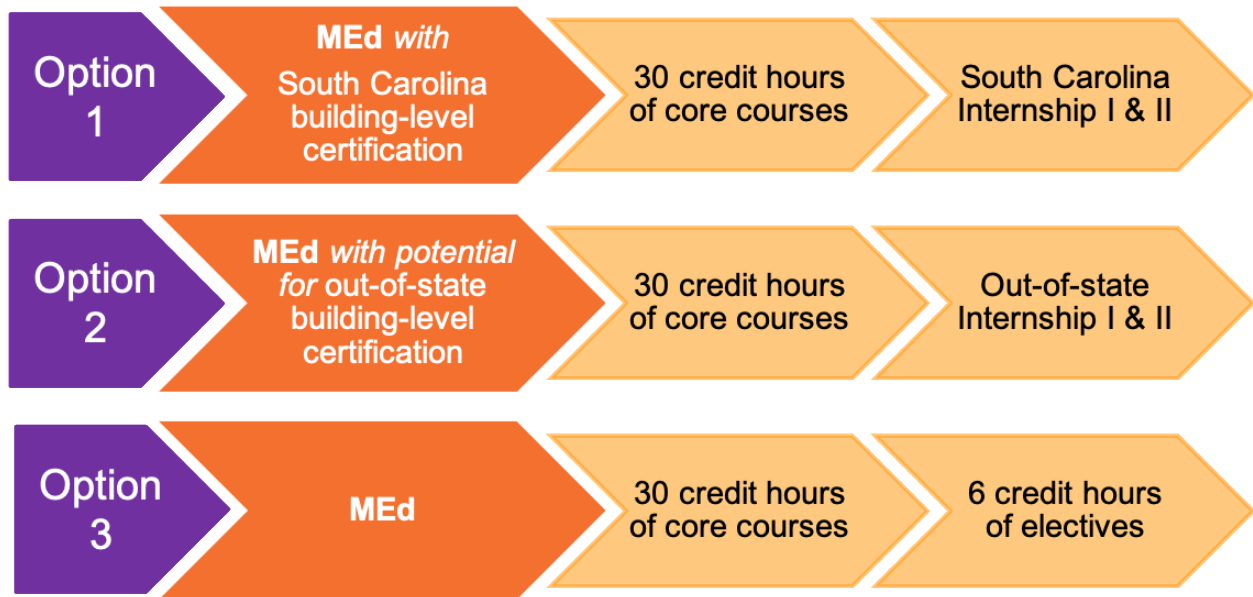Option 2: EdS *with potential for* out-of-state building-level certification*
> Educators teaching under a certificate from a state other than South Carolina may be able to apply for certification in their own state by completing Clemson's 30-hour core and transferring in six internship credit hours from another accredited program.
>
> * Clemson's EdS is fully accredited in South Carolina. Educators interested in receiving certification in another state are responsible for consulting with their state education agencies to determine their specific certification requirements.

Option 3: EdS
> Educators desiring an educational leadership degree *without* certification simply complete the 30-hour core.

EdS in Educational Leadership Building-Level Options

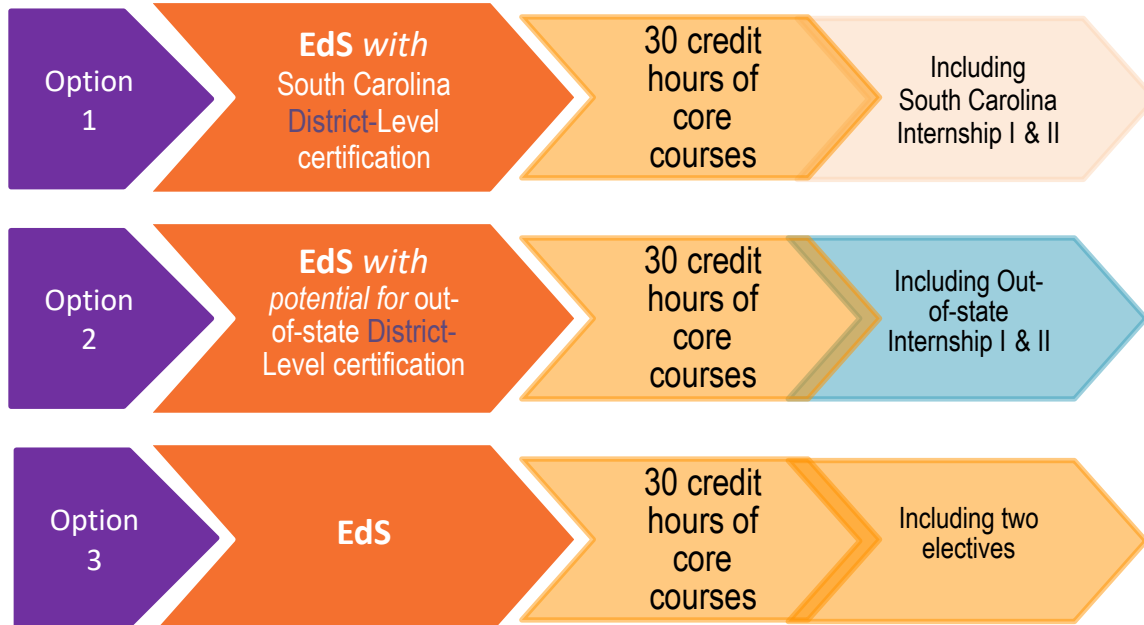| Option 1	EdS *with* South Carolina **Building**-level certification	30 credit hours of core courses	Including South Carolina Internship I & II
Option 2	EdS *with potential for* out-of-state **Building**-level certification	30 credit hours of core courses	Including Out-of-state Internship I & II
Option 3	**EdS**	30 credit hours of core courses	Including two electives
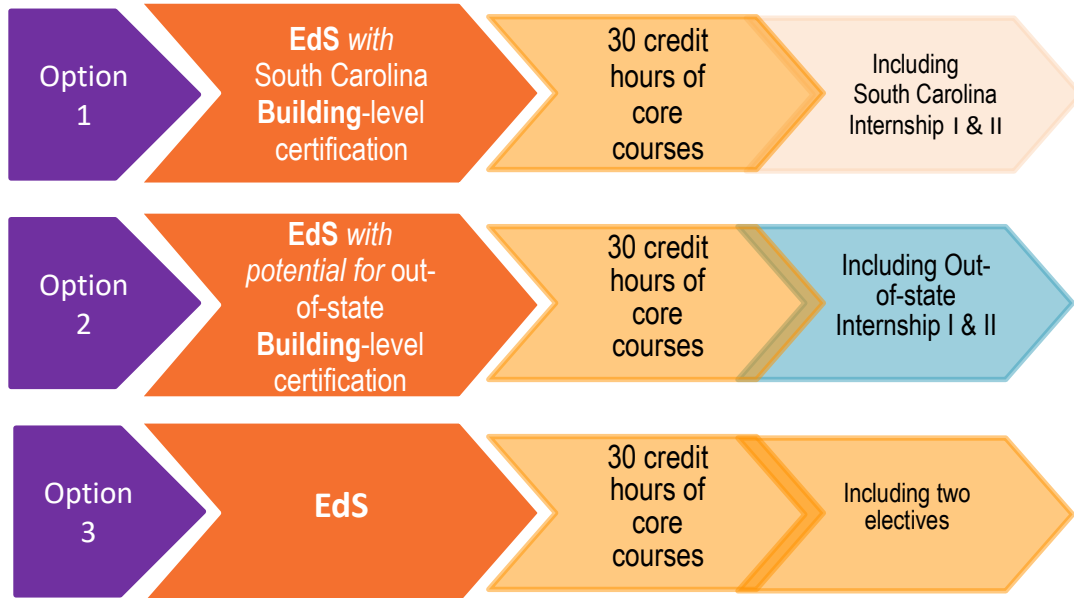
Educational Specialist in Educational Leadership (EdS) District Level

The EdS District Level is a 30-hour program leading to district (superintendent) certification in South Carolina. To be eligible for certification, candidates must have a minimum of two years of school or district administrator experience.

Option 1	**EdS** *with* South Carolina District-Level certification	30 credit hours of core courses	Including South Carolina Internship I & II
Option 2	**EdS** *with potential for* out-of-state District-Level certification	30 credit hours of core courses	Including Out-of-state Internship I & II
Option 3	**EdS**	30 credit hours of core courses	Including two electives

EdS *en route* to the PhD

Students who have been accepted to the PhD in P-12 Educational Leadership who desire to be awarded an EdS *en route* to the PhD may apply coursework from the doctoral program toward the EdS degree. To apply for the EdS *en route* to the PhD, students must have completed the courses that lead to certification in South Carolina as a building-level or district-level leader, and successfully defended their comprehensive exam. The form to apply for the EdS *en route* to the PhD is the GS2-14. After students are awarded the EdS *en route* to the PhD, they remain enrolled as doctoral students.

For information on certification requirements specific to the state of South Carolina, see here.

Benefits of Earning a MEd or EdS in Educational Leadership with Clemson University

Our online program offers convenience and flexibility, with the same high quality learning experience associated with Clemson's face-to-face programs. The six-semester, 12-course, building-level program includes a strong emphasis on instructional leadership and building equitable schools. Students take two, eight-week courses a semester with field experiences embedded in each course. In the latter half of the program, students apply what they are learning in the program to address a problem of practice in an educational setting they are familiar with. The five-semester, 10-course district level program includes a strong focus on leading system-level change to meet school and community needs.

In addition to being recognized for their scholarship and service to local school districts, Clemson's faculty have diverse P-12 teaching and leadership experiences and work closely with school and district leaders to bring timely and relevant content to courses.

ADMISSIONS

A new building-level cohort (MEd and EdS) begins every fall, and a new district-level cohort begins in the fall of odd-numbered years. Applications for both programs have two deadlines: January 15 (priority deadline) and May 1 (traditional deadline). Students are encouraged to apply by the priority deadline to ensure they can reserve a spot in the next cohort. Students will receive a decision about their application soon after the deadlines. To apply, applicants must complete the online Graduate School application.

All application materials must be sent to the Clemson Graduate School through the online application process. They should not be sent to faculty or any department members electronically or through ground mail. The application process starts and ends at the Clemson Graduate School and is a two-part process. Both the Graduate School *and* the EDL program must accept students. Students enrolled in the MEd or EdS degrees and are seeking certification are commonly referred to as candidates.

Application Materials

All required documents must be on file before applications can be reviewed. Applications require the following:

- Transcripts from a bachelor's degree in education or a related field from an accredited college or university with a minimum 3.0 on a 4.0 scale or a recognized international university with a degree equivalent to a bachelor's degree in the US.
- Three letters of reference
- A personal statement (prompts will be provided within the application)
- A current resume
- A Graduate Record Exam (GRE) score taken within the last five years
  - *Note, in lieu of the GRE, any one of the following will also be accepted:*
    - *A GPA of at least 3.0 on a 4.0 scale on the last degree earned*
    - *At least five years of classroom teaching experience with at least two years in a leadership position (e.g., subject or team leader, department chair, after school program coordinator)*
    - *Alternative graduate level exam (e.g., MAT, LSAT, & MCAT)*

Important Program Information

Requirements for Option 1 (South Carolina building-level certification)

- Valid teaching certificate
- Two years of teaching experience
- One of the letters of reference must be from an administrator

Students seeking building-level certification in South Carolina, or any other state in the United States, should consult the relevant educational authorities for information regarding certification requirements.

Official transcripts will be required for all options if recommended for admission.

Given the applied nature of the MEd, students must be working in or have access to an educational setting.

Official test results are required from the Graduate Record Examination revised General Test (GRE). These scores are considered official only when they are sent directly to the Office of Admissions from the testing agency. Examinee copies are not considered official.

The Educational Testing Service (ETS) and the Psychological Corporation do not retain scores longer than five years. If your test scores are older than five years, you must retake the test and have official scores sent directly to Clemson University. The GRE revised General Test is offered year-round at testing centers worldwide. Advance registration for tests is required. More information about the GRE can be found here http://gre.org.

Admission Procedures

After students submit the completed application to the Graduate School, the application is forwarded to the EDL program coordinator who facilitates a review of the application. Students can check their application status at http://www.grad.clemson.edu/admission/StatusCheckUS.php. For questions and support with the application process, students can contact the EDL student services coordinator.

Financial Information

In addition to being a top 25 university, Clemson University are also among the most economically priced. Information about graduate student tuition, fees, and financial aid can be found at: https://www.clemson.edu/graduate/finance-tuition/index.html.

PROGRAM OF STUDY

Information about the program of study is separated into two sections. Section one includes information about the plan of study that can lead to **building-level certification**. Section two includes information about the plan of study that can lead to **district-level certification**.

Section 1. Building-Level Certification (MEd and EdS)

Requirements for the MEd in Educational Leadership

The MEd consists of 12 courses, totaling 36 hours, with a ten-course, 30-credit core. The six-semester program can be completed in 24 months with two courses offered each fall, spring and summer. All courses are taken online and have field-based learning experiences embedded in them. The course sequence features a developmental approach to leadership in schools and communities with attention to the effects of rurality, poverty, and race on learning conditions and on student and community development. For those seeking certification, two internships are required. Non-certification students may choose from elective courses in programs across Clemson's College of Education or transfer in electives from other programs. As the MEd includes many applied experiences, students must be working in or have access to an educational setting.

MEd in Educational Leadership Online Plan of Study

Year 1 Semester	Elementary (PK-8)	Secondary (6-12)
First fall	EDLL 8000 – Introduction to School Leadership	EDLL 8000 – Introduction to School Leadership
Second fall	EDLL 8050 – Contemporary Issues in School Ldrshp	EDLL 8050 – Contemporary Issues in School Ldrshp
First spring	EDLL 8200 – School Personnel Development	EDLL 8200 – School Personnel Development
Second spring	EDLL 8250 – Law and Ethics for School Leaders	EDLL 8250 – Law and Ethics for School Leaders
First summer	EDLL 8100 – Org Improvement in School Ldrshp	EDLL 8100 – Org Improvement in School Ldrshp
Second summer	EDLL 8300 –	EDLL 8300 –

	Instructional Leadership I	Instructional Leadership I
Year 2 Semester	**Elementary (PK-8)**	**Secondary (6-12)**
First fall	EDLL 8400 – Instructional Leadership II	EDLL 8400 – Instructional Leadership II
Second fall	EDLL 8500- School Internship I or Elective	EDLL 8550 – School Internship I or Elective
First spring	EDLL 8150 – Community Relations for School Leaders	EDLL 8150 – Community Relations for School Leaders
Second spring	EDLL 8450 – Resource Management for School Ldrs	EDLL 8450 – Resource Management for School Leaders
Long summer	EDLL 8350 – Program Evaluation for School Ldrs	EDLL 8350 – Program Evaluation for School Leaders
Second summer	EDLL 8510 – School Internship II or Elective	EDLL 8560 – School Internship II or Elective

*Internship is only required for those seeking South Carolina certification (option 1)

Requirements for the EdS in Educational Leadership
Building-Level Certification
The EdS consists of a 10-course, 30-credit core, with two additional internship courses required for those seeking building-level certification. The six-semester program can be completed in 24 months with two courses offered each fall, spring and summer. All courses are taken online and have field-based learning experiences embedded in them. The course sequence features a developmental approach to leadership in schools and communities with attention to the effects of rurality, poverty, and race on learning conditions and on student and community development. For those seeking certification, two internships are required. As the EdS includes many applied experiences, students must be working in or have access to an educational setting.

EdS in Building-Level Administration and Supervision Online Plan of Study

Year 1 Semester	**Elementary (PK-8)**	**Secondary (6-12)**
First fall	EDLL 8000 – Introduction to School Leadership	EDLL 8000 – Introduction to School Leadership
Second fall	EDLL 8050 – Contemporary Issues in School Ldrshp	EDLL 8050 – Contemporary Issues in School Ldrshp
First spring	EDLL 8200 – School Personnel Development	EDLL 8200 – School Personnel Development
Second spring	EDLL 8250 – Law and Ethics for School Leaders	EDLL 8250 – Law and Ethics for School Leaders
First summer	EDLL 8100 – Org Improvement in School Ldrshp	EDLL 8100 – Org Improvement in School Ldrshp
Second summer	EDLL 8300 – Instructional Leadership I	EDLL 8300 – Instructional Leadership I
Year 2 Semester	**Elementary (PK-8)**	**Secondary (6-12)**
First fall	EDLL 8400 – Instructional Leadership II	EDLL 8400 – Instructional Leadership II
Second fall	EDLL 8500- School Internship I or Elective	EDLL 8550 – School Internship I or Elective
First spring	EDLL 8150 – Community Relations for School Leaders	EDLL 8150 – Community Relations for School Leaders

Second spring	EDLL 8450 – Resource Management for School Ldrs	EDLL 8450 – Resource Management for School Leaders
Long summer	EDLL 8350 – Program Evaluation for School Ldrs	EDLL 8350 – Program Evaluation for School Leaders
Second summer	EDLL 8510 – School Internship II or Elective	EDLL 8560 – School Internship II or Elective

*Internship is only required for those seeking South Carolina certification (option 1)

Section 2. District-level Certification (EdS only)

District-Level Certification

The district-level EdS consists of a 10-course, 30-credit core, which includes two sequenced internship courses required for those seeking district-level certification. The five-semester program can be completed in 20 months with two courses offered each fall, spring, and summer. All courses are taken online and have field-based learning experiences embedded in them. The course sequence features a developmental approach to leadership in schools and communities with attention to the effects of rurality, poverty, and race on learning conditions and on student and community development. For those seeking certification, two internships are required. For those interested in the degree only, then two elective courses approved by the student's advisor and two advising committee members may be substituted for the two sequenced internships. As the EdS includes many applied experiences, students must be working in or have access to an educational setting.

EdS in Educational Leadership District-Level Online Plan of Study

Year 1 Semester	Course
Fall One	EDL 8050 Advanced Ed Leadership Theory & Practice
Fall Two	EDL 8150 The Superintendency
Spring One	EDL 8100 School Facilities Planning
Spring Two	EDL 8200 Politics of Education
Summer One	EDL 8390 Research Methods in Educational Leadership
Summer Two	EDL 9250 School System Instructional Leadership
Year 2 Semester	Course
Fall One	EDL 8300 Finance in School Systems
Fall Two	EDL 8400 Field Problems in School Admin. & Supervision of Instruction
Spring One	EDL 8500 Internship in School System Leadership 1 or elective
Spring Two	EDL 8510 Internship in School System Leadership 2 or elective

Online Environment

Clemson University uses the most advanced online technology to provide a rich, supportive, and seamless learning environment. Asynchronous course elements allow students to access the course content and meet the deadlines for completing each learning module at their convenience. Synchronous elements promote student interaction and the development of a true learning community. Students are provided with timely support from instructors and technology personnel so that learning is maximized. Clemson University uses the Canvas learning management system.

Internship

Both building-level and district-level internship candidates will complete a minimum of 200 internship hours. Hours are accrued by completing required field experiences that are a part of a formal professional development plan which has been agreed upon by the candidate, the candidate's mentor, and the university instructor. In addition to completing internship experiences as part of the two, semester-long internships courses, candidates will complete experiences embedded in courses throughout the program. For building-level candidates, at least 20 of the 200 hours must be completed in a diverse placement. Most other experiences may be completed in the candidate's home school. All internship courses include a required lab. The labs are zero credit hours but do include a $200 lab fee.

PhD Students and the Internship

PhD students are expected to adhere to the same internship policies as their MEd and EdS counterparts. In the event that a PhD student needs to take an internship out of sequence, the following is required:

- Students have previously completed or are enrolled in EDLL 8200 in the same semester as the internship
- Students have previously completed EDLL 8000
- Students have approval from their doctoral advisor
- Students have approval of the MEDS Program Coordinator

Dual (Elementary and Secondary) Building-Level Certification

Students' eligibility for certification is determined by the level of their teaching certificates. The table below shows the administrative certificate(s) available based on the teaching certification level.

Teaching Certification	Elementary Administration Certification	Secondary School Administration Certification
Early Childhood	Yes	
Elementary (K-6)	Yes	
Middle School (5-9)	Yes	Yes
Secondary (7-12)		Yes
All Grades (K-12)	Yes	Yes

Requirements for Dual Certification

Current Clemson University students or graduates of a Clemson University building-level certification program who meet the teaching requirements for dual certification (as per state policy) must complete the normal 200 hours of internship experiences in their primary setting (EDLL 8500/8510 or 8550/8560). In addition, they must complete the two internships (EDLL 8500/8510 or 8550/8560) at the other level of certification they are seeking.

COMPREHENSIVE EXAMINATION/PROJECT

Education Specialist for District-Level Certification

Candidates for an EdS with district-level certification must pass a comprehensive examination at least three weeks prior to the date of the graduation at which the degree is to be conferred. For most candidates, the comprehensive exam will be administered in EDL 8510 (Practicum in School Leadership II). The comprehensive exam requires candidates to develop a sound response and course of action to a scenario presented in a case study.

PROGRAM ADVISING

Advising

Each candidate will have a designated advisor. This advisor will provide guidance throughout the program, including the formation of the candidate's advising committee, which includes two other committee members.

GS2, the Program of Study

Upon admission to the program, students will receive a tentative schedule of the courses they will complete. After receiving the schedule, students should select their committee members, complete the GS2 (http://www.clemson.edu/graduate/students/forms.html), and submit it according to the instructions found on the website. Requests for transfer credit should be made prior to the GS2 being submitted. The GS2 must be submitted during the first semester of enrollment in the program but may be revised at a later date.

Registration

Specific directions for registration can be found at http://www.registrar.clemson.edu/html/regInstr.htm. In certain cases, the system may not allow you to register for a course. In such cases, please note any reason given and contact the student services coordinator. In some situations, candidates may need to contact the Registrar's Office (http://www.registrar.clemson.edu/html/addressReg.htm). Please note the Graduate School has a continuous enrollment policy. Candidates needing to take a semester off from studies need to apply for a leave of absence.

Transfer credits

Students with graduate credit earned at another institution, in another department at Clemson University, or earned before admission and not tied to another degree, may request that their course credits be transferred to the MEd or EdS. Students must make requests in writing for each course to be transferred. Each request must be accompanied by an official transcript, catalog description, and syllabus or other supporting documentation. Grades earned for courses taken at institutions other than Clemson University will not be included in the candidate's academic average. Requests to transfer credit to the program must be approved by the candidate's advisory committee and approved by the program coordinator, the department

chair, and the dean of the Graduate School. Requests for transfer credit should be made within the first semester of enrollment in the program.

Transfer credit will not be awarded for courses in which candidates received a grade lower than a B or its equivalent. No credit will be given for continuing education units, correspondence, extension or in-service courses or for concentrated courses and workshops that award credits at a rate exceeding one credit per week. Course work completed outside the six-year time limit may not be transferred to Clemson University or validated for graduate credit. See the *Graduate School Announcements* for more information regarding transfer credits (www.registrar.clemson.edu/html/catalogGrad.htm). Please see the Graduate School Policy Handbook for additional policies regarding transferring credit hours.

Please note, the number of credit hours that may be transferred from an accredited institution cannot be greater than one-third of the graded course work required for a master's degree. In addition, no more than 12 credit hours earned in a non-degree status at Clemson University can be applied to a degree program.

Certification and Program Completion

Clemson University can assist candidates in applying for certification in building-level or district-level administration and supervision. Please read carefully the application process description and contact the Office of Field and Clinical Experiences and Certification Coordinator if you have any questions. Errors at any step in the process could delay your licensure. Steps in the application process are:

1. Prior to program completion, take the Praxis II test 5412 *Educational Leadership: Administration & Supervision.* Please note the following:
   - This test may be taken at any time but is best taken during the final two semesters.
   - Clemson University requires that the scores be sent directly from ETS. When registering for PRAXIS tests, candidates must request that scores be sent to both Clemson University (code 5111) and to the South Carolina State Department of Education (code 8108). Failure to do so may delay your certification.
   - The Praxis II test is a South Carolina certification requirement. The same examination is required for building-level and district-level leadership.
2. Submit the following information to the Office of Field and Clinical Experiences and certification coordinator:
   - Legal name
   - The last four digits of your social security number
   - CUID
   - Home address, city, state, and zip code
   - Graduation date
   - Degree (Med, EdS, PhD)
   - Elementary or Secondary level of certification

Other Policies

For additional information, please see the [Graduate School Policies and Procedures](#).

Appendix A: APPENDIX A: EDUCATIONAL LEADERSHIP PROGRAM COMPLETION PROCESS

Timeline	Steps
Interest	• Contact the [Student Services Coordinator](#) for current information on cohorts and offerings. • Review the program handbook for information about applying to and attending the program.
Application	• Visit the Graduate School website, prepare, and submit your application [here](#) • Review Clemson University financial support and tuition information [here](#)
Admission	• Follow directions provided by the Graduate School in your notification of admission • Contact the student services coordinator to confirm your acceptance • Register for classes
First Semester (Fall)	• Take EDLL 8000 and EDLL 8050 (Building) • Take EDL 8050 and EDL 9100 (District) • Work with your advisor to complete the [GS2 Plan of Study](#)
Second Semester (Spring)	• Take EDLL 8200 and EDLL 8250 (Building) • Take EDL 8100 and EDL 8200 (District)
Third Semester (Summer)	• Take EDLL 8100 and EDLL 8300 (Building) • Take EDL 8390 and EDL 9250 • Secure your mentor and internship site*
Fourth Semester (Fall)	• Take EDLL 8400 and EDLL 8500/8550 or elective (Building) • Take EDL 8300 and EDL 8400 (District) • Secure your mentor and internship site* (District)
Fifth Semester (Spring)	• Take EDLL 8150 and EDLL 8450 (Building) • Take the Praxis exam in fifth or sixth semester (Building). • Take EDL 8500 and 8510 (District) • Prepare for graduation. Consult the Registrar's website on [graduation](#) and adhere to all deadlines. Applying for graduation involves multiple steps and missed deadlines may result in fines. • Submit completed GS7 to student services coordinator • Graduate!
Sixth Semester (Summer)	• Take EDLL 8350 and EDLL 8510/8560 or elective • Prepare for graduation. Consult the Registrar's website on [graduation](#) and adhere to all deadlines. Applying for graduation

	involves multiple steps and missed deadlines may result in fines. • Graduate!
Post-Graduation	• Work with the Office of Field and Clinical Experiences to complete your CRF for state certification* (Building and District)

*Certification candidates only

APPENDIX B: BUILDING AND DISTRICT LEVEL ASSESSMENT PLANS

The building-level and district-level certification programs are currently being updated from the Educational Leadership Constituent Council (ELCC) standards to the National Educational Leadership Preparation (NELP) standards by faculty in the program. An updated handbook will be provided once this process is completed.