

**Administrative Specialist License
Career-Technical Education Administration
Educational Leadership K-12
Kent State University
(Plan of Study--39 hours)**

The administrative specialist license is valid for working in a central office or supervisory capacity. Two years of successful teaching experience under a professional teacher license is required. The Master's degree, with a core of coursework in Educational Leadership plus 12 additional hours in the specialty area, is required for this license. The candidate must earn the qualifying score of 220 on the [Ohio Assessments for Educators: Educational Leadership](#).

Date _____ Student's I.D.# _____

Student's Name _____ Student's Signature: _____

Advisor's Name: _____ Advisor's Signature: _____

Professional Requirements (3 credit hours)

EVAL 65511* Research in Educational Services (3) _____

Educational Leadership Core (24 credit hours)

EDLE 6/76526* Fundamentals of Educational Administration (3) _____

EDLE 6/76529* Leading for Social Justice (3) _____

EDLE 6/76518 School Law and Special Education (3) _____

EDLE 6/76544 Community Relations & Communication Skills (3) _____

EDLE 6/76542 Principles & Techniques of Supervision and Special Education (3) _____

EDLE 6/76492** Internship in Educational Administration (3) _____

EDLE 6/76533 Central Office Administration (3) _____

EDLE 6/76747 Personnel (3) _____

Specialization (12 credit hours)

CTTE 66001 Principles and Practices CTTE (3) _____

CTTE 66004 Program Evaluation in CTTE (3) _____

CTTE 66003 Analysis of Human Resources (3) _____

CTTE 66005 Special Populations in CTTE (3) _____

*Taken toward the beginning of the program.

** Taken toward the end of the program.

All course work will be taken at Kent State University unless substitutions are approved in writing by the student's advisor.