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 9 additional hours in the specialty area, is required for this license. In addition, 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 (9 credit hours)**
- **Required (3 credit hours)**
  - HIED 6/76521 Employment Law (3)

**Electives (select 2 from the following--6 credit hours)**
- MIS 64271 Human Resources Management (2)
  (also listed as B AD 6/77071)
- B AD 6/74263 Employee Selection & Appraisal (3)
- B AD 6/77010 Executive Communications (3)
- EMBA 6/77043 Dynamics of Leadership for Executives (2)
- __________ Other approved elective (3)