

# Your school is your community. Be its leader.

## The online Post-Master's Certificate in Educational Administration

The [online post-master's graduate certificate in educational administration](#) from the KU School of Education and Human Sciences provides students who already possess a master's degree in an education-related field with an accelerated path toward the credentials required to become a principal at the PK-12 level.

**Successful completion of this program prepares you to sit for the Kansas state Building Leadership licensure exam;** upon passing this exam, you will be eligible to add the Building Leadership and Administration Endorsement to your teaching license in the state of Kansas.

### Program Structure

- 8 courses
- 24 credit hours
- 8 weeks per course
- Complete in as few as 12-16 months

### Admissions Requirements

- Completed [online application form](#)
- Professional resume or CV
- Completed bachelor's degree with a master's degree in an education-related field, both from accredited colleges or universities
- Current teaching license with at least 3 to 5 years of experience in schools
- Official transcripts from all colleges or universities attended
- Personal statement showing a clear understanding of how the degree will fit into the applicant's career plans
- Three letters of recommendation from qualified individuals
  - 1 from an immediate supervisor
  - 2 from others in leadership positions (principal, grade level chair, instructional coach, etc.)
- Application fee: \$30
- IELTS or TOEFL scores (for non-native English-speaking applicants)

### Program Benefits

- Learn from renowned faculty with extensively published research and diverse real-world experience
- Experience the challenges of over 30 diverse schools and their case-study-based curricula in the innovative simulated community of [Jayhawkville](#)
- Complete your coursework anytime, anywhere, through our [innovative online format](#)
- No GRE required for admission

## The Curriculum

**ELPS 750:** Principalship

**ELPS 752:** Education Law

**ELPS 755:** Human Resource Management

**ELPS 854:** Students in Society

**ELPS 852:** School Resource Management

**ELPS 853:** Staff Evaluation and Development

**SPED 756:** Special Education Leadership

**ELPS 895:** Internship

Note: In order to enroll in this program, a bachelor's degree, a master's degree in an education-related field, and a current teaching license with 3 to 5 years of experience in schools are required. No program can guarantee building level leadership licensure for every state, so it is each student's responsibility to determine the licensure requirements in his or her state and to apply for the licenses or endorsements necessary to his or her career goals. Our department staff and licensure officer can provide individual support during the application process to help you understand your state's requirements.

## What You'll Learn

You will learn from the same experienced faculty who lead our online master's in educational administration program and explore the educational policy, management skills, and socioeconomic forces that inform effective building-level leadership.

You will study various administrative roles; learn about education law; examine the national context for education in the U.S.; and focus on how to develop, support, and manage staff members. You will also complete an internship and related portfolio project as a culminating exercise, demonstrating your ability to apply course content hands-on in a building leadership role.

After the first class, ELPS 750, students will have access to the ELPS Internship Gateway course to start preparing and gaining experiences to complete the internship, ELPS 895.

## Career Outcomes

Graduates of the online post-master's graduate certificate in educational administration program are prepared to sit for the Building Leadership licensure exam in the state of Kansas and to add the Building Leadership and Administration Endorsement to their Kansas state teaching license upon passing the exam. Graduates of the program will typically advance into administrative roles upon successful completion of their licensure requirements.

While most graduates intend to advance to principal roles, their career paths may also include positions as department heads, assistant principals, athletic directors, or as leaders in non-administrative roles such as superintendents, school board presidents, or district directors.