SUPERINTENDENT GRADUATE CERTIFICATE

e-Learning

The purpose of the Superintendent Graduate Certificate program is to offer a course of study that leads to a Superintendent Endorsement that is added to an existing Type B Administrative Certificate issued by the Alaska Department of Education and Early Development. The program features courses delivered entirely online so as to better sync with the working schedule of educational leaders in Alaska's public schools. Candidates take all of the synchronous online courses together with their cohort. The participants undergo an on-site internship in their local community that spans the school year. This program was designed by a team of superintendents and leaders from across the state in order to create a program that focuses on understanding the uniqueness of Alaskan School Systems.

Application Requirements

1. Application for admission and $60 non-refundable admission fee.

2. Official transcript(s) indicating a master's degree and a GPA of at least 3.0.

3. Submit a Letter of Recommendation.

a. If your current superintendent will be your mentor during the next school year, the letter should address your abilities to be successful in this endorsement area and your potential as a superintendent, as well as include an acknowledgment that they agree to:

- Act as your mentor during both the fall and spring semester internship courses

- Meet with you a minimum of once per week to discuss district issues, as well as class assignments and activities

- Provide opportunities for you to be involved in district-wide activities for a minimum of 10 hours per week (150 hours per semester)

b. If your current superintendent is leaving the position and thus will not be your mentor during the next school year:

- The letter of support should address your abilities to be successful in this endorsement area and your potential as a superintendent

- Wait to complete the Internship Mentor Identification form until a new superintendent is willing to be your mentor

- You can be partially admitted to this endorsement area and take summer courses, then once your mentor is confirmed and your Mentor form is submitted, you can continue with the fall and spring classes and internship

c. If you are (or will be) a sitting superintendent, your letter of support should come from your school board president, and the advisor will collaborate with you to identify an appropriate mentor

4. Complete Internship Mentor Identification form (https://uas.alaska.edu/education/documents/superintendent/supt_mentor_ID_form_fillable.pdf)

5. Submit Writing sample per these instructions (https://uas.alaska.edu/education/documents/writing_sample.pdf)

6. Document on our Verification of Service form (https://uas.alaska.edu/education/documents/supt_VOS_fillable.pdf) a total of five years of experience with at least three years of certified teaching experience (Type A or Professional) and at least one year as an administrator in a position that requires a Type B certificate. The service must be full-time and for a full year. Additional service beyond this minimum can be submitted if desired, but is not necessary. Alternate forms may be allowed if the form documents the same information as requested on the linked Verification of Service form.

Application Deadline: April 1st

Exit Criteria

1. Successful completion of all courses in the sequence.

2. A portfolio that demonstrates mastery of the National Educational Leadership Preparation (NELP) Standards at the District Level and the Alaska Cultural Standards for Superintendent Interns.

Requirement		Hours
Minimum Credit Hours		**22**

Code	Title	Credits
Certificate Requirements		
ED S622	Orientation: Superintendency	1
ED S642	Educational Governance	2
ED S611	Leading to Learn in a Changing Digital Age	2
ED S644	Educational Finance	3
ED S691	Internship: [1]	6
ED S646	District Operations	3
ED S650	Program Planning, Implementation and Evaluation	2
ED S647	Community Building	2
ED S698	Master's Research Project or Portfolio	1
Total Credits		**22**

[1] Two semesters required for total 6 credits.

The School of Education's Student Goals and Performances, expected in all programs are identified below.

Goal 1: Articulate, maintain and develop a philosophy of education that they also demonstrate in practice.

Goal 2: Analyze how human development affects learning and apply that understanding to practice.

Goal 3: Differentiate instruction with respect for individual & cultural characteristics.

Goal 4: Candidates possess current academic knowledge.

Goal 5: Facilitate learning by using assessment to guide planning, instruction and modification of teaching practice.

Goal 6: Create and manage a stimulating, inclusive and safe learning community in which students take intellectual risks and work independently and collaboratively.

Goal 7: Work as partners with parents, families and community.

Goal 8: Develop and maintain professional, moral, and ethical attitudes, behaviors, relationships and habits of mind.

Goal 9: Use technology effectively, creatively and wisely.