

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 3.00.
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.

1. NELP Standard 1: Mission, Vision, and Improvement

Candidates who successfully complete a district-level educational leadership preparation program understand and demonstrate the capacity to promote the current and future success and well-being of each student and adult by applying the knowledge, skills, and commitments necessary to collaboratively lead, design, and implement a district mission, vision, and process

for continuous improvement that reflects a core set of values and priorities that include data use, technology, values, equity, diversity, digital citizenship, and community.

2. NELP Standard 2: Ethics and Professional Norms

Candidates who successfully complete a district-level educational leadership preparation program understand and demonstrate the capacity to promote the current and future success and well-being of each student and adult by applying the knowledge, skills, and commitments necessary to understand and demonstrate the capacity to advocate for ethical decisions and cultivate professional norms and culture.

3. NELP Standard 3: Equity, Inclusiveness, and Cultural Responsiveness

Candidates who successfully complete a district-level educational leadership preparation program understand and demonstrate the capacity to promote the current and future success and well-being of each student and adult by applying the knowledge, skills, and commitments necessary to develop and maintain a supportive, equitable, culturally responsive, and inclusive district culture.

4. NELP Standard 4: Learning and Instruction

Candidates who successfully complete a district-level educational leadership preparation program understand and demonstrate the capacity to promote the current and future success and well-being of each student and adult by applying the knowledge, skills, and commitments necessary to evaluate, design, cultivate, and implement coherent systems of curriculum, instruction, data systems, supports, assessment, and instructional leadership.

5. NELP Standard 5: Community and External Leadership

Candidates who successfully complete a district-level educational leadership preparation program understand and demonstrate the capacity to promote the current and future success and well-being of each student and adult by applying the knowledge, skills, and commitments necessary to understand and engage families, communities, and other constituents in the work of schools and the district and to advocate for district, student, and community needs.

6. NELP Standard 6: Operations and Management

Candidates who successfully complete a district-level educational leadership preparation program understand and demonstrate the capacity to promote the current and future success and wellbeing of each student and adult by applying the knowledge, skills, and commitments necessary to develop, monitor, evaluate, and manage data informed and equitable district systems for operations, resources, technology, and human capital management.

7. NELP Standard 7: Policy, Governance, and Advocacy

Candidates who successfully complete a district-level educational leadership preparation program understand and demonstrate the capacity to promote the present and future success and wellbeing of students and district personnel by applying the knowledge, skills, and commitments to cultivate relationships, lead collaborative decision making and governance, and represent and advocate for district needs in broader policy conversations.

8. NELP Standard 8: Internship

Candidates successfully complete an internship under the supervision of knowledgeable, expert practitioners that engages candidates in multiple and diverse district settings and provides candidates with coherent, authentic, and sustained opportunities to synthesize and apply the knowledge and skills identified in NELP Standards 1-7 in ways that approximate the full range of responsibilities required of district-level leaders and enable them to promote the current and future success and well-being of each student and adult in their district.