



This page is for general guidance only.

Students are encouraged to check the [MSU Graduate Catalog](#) for official information.

Certification Program for Supervisor of Instruction

Requirements for Admission*

3.2 or above on all graduate work attempted
A minimum combined score on the verbal and quantitative sections of the GRE of 750 or a 31 raw score (381 - 386 Scaled Score) on the Millers Analogy Test.
A Masters in Education from an accredited college or university and a valid teaching certificate

*Students not meeting these requirements may apply under the alternative admission plan.

Students admitted to any educational leadership program after August 1, 2004 will be required to submit an exit portfolio. The portfolio must include artifacts that reflect the student's skills as a leader. Portfolio entries will include work completed as a part of all coursework required for the program as well as artifacts created as a part of the student's professional responsibilities. The educational leadership faculty will assess the portfolio. A total portfolio score of twelve (12) or higher is required for recommendation for certification. The rubric for assessing the portfolio may be obtained from any educational leadership faculty member.

[Portfolio Checksheet](#)

[Portfolio Scoring Rubric](#)

Level 1	Course Title	Credit Hours	Grade	Date Taken
EDIL 601	Introduction to School Leadership & Administration	3		
EDEL 632	Elementary School Curriculum	3		
EDSE 634	Secondary School Curriculum	3		
EDSP 601	Survey of Exceptional Children	3		
EDGC 661	Measurement Principles and Techniques	3		
EDIL 621	Research for Instructional Leadership	3		
EDIL 650	Leadership for School Program Improvement	3		
EDIL 631A	Practicum in District Administration/Supervisor	1		
<i>One of the following</i>				
EDEL 627	Reading in the Elementary School	3		
EDEL 677	Reading in the Content Areas			
EDUC 629	Reading Programs: The Role of the Administrator			
TOTAL HOURS REQUIRED		25		
Level 2				
EDIL 628	School Law and Ethics	3		
EDIL 634	Leadership for Human Resource Development in Schools	3		
EDIL 647	Leadership for School Community Relations	3		
EDIL 643	School Housing	3		
TOTAL HOURS REQUIRED		12		

Program Completion

- ✓ The student must file for completion at the beginning of their last semester. Forms may be picked up in the Graduate Office.
- ✓ Students must have at least a 3.2 g.p.a. Three years of full time teaching is required before a certificate may be issued
- ✓ Students must successfully complete an exit professional portfolio. The portfolio must be submitted within the last six weeks of the semester in which program completion is expected. If a student applies for program completion after Level 1 coursework is completed, an exit professional portfolio IS required at that time. An updated portfolio will then be submitted when Level 2 coursework is completed.

NOTE: Upon completion of Level 1 coursework and submission of successful exit professional portfolio students may apply for the Provisional Certification for Supervisor of Instruction, grades K-12, Level 1.