EDUCATION SPECIALIST IN LEADERSHIP

with K-12 Administrator Certificate
Dear Educator:

Oakland University is pleased to offer its very successful Education Specialist Degree in Leadership (Ed.S.) as a distance-learning option with Fall & Winter starts each academic year.

While the traditional, award-winning program will continue to be offered at various locations, this distance learning option is available to individuals who cannot attend those cohorts. The post-master’s degree provides educators with an opportunity to network while advancing their professional careers. We look forward to meeting your educational needs through this channel.

This information packet will assist you in applying for the Ed.S. in Leadership program. Admission is competitive, with 20 individuals selected for each new distance learning cohort.

All classes are delivered online. Courses are scheduled in sequence over two years. Credits will be earned not only for coursework, but also for participating in a cohort-based action research project. You will choose a mentor in your geographic area to work with for the duration of the program, earning internship credits.

Experienced administrators and area specialists teach all courses. Oakland University will provide a quality and convenient program that you will find both beneficial and enjoyable.

August 1 is the deadline to apply for Fall  
November 15 is the deadline to apply for Winter

Applications will be reviewed as they are received and all applicants are notified of their admit decision.

Please do not hesitate to contact either of us with your questions after reviewing the enclosed materials.

Sincerely,

Shannon Flumerfelt, Ph.D.  
Program Coordinator  
Educational Leadership  
School of Education and Human Services  
Rochester, MI 48309-4494  
(248) 370-3036  
(248) 370-3137 fax  
flumerfe@oakland.edu

Donna Rich  
Administrative Project Coordinator  
Outreach and Program Services  
School of Education and Human Services  
Rochester, MI 48309-4494  
(248) 370-4170  
(248) 370-4961  
rich@oakland.edu
Education Specialist Degree in Leadership, Distance Learning

Outstanding Reputation, Real World Application

Overview
- 34-credit, two-year, post-master's degree program delivered via distance learning
- Designed for administrators, teachers and central office staff who wish to gain knowledge and skills in school leadership and administration.

“I recommend it all of the time. The program is practical and developed with the practicing administrator schedule in mind.”

According to a study of OU program graduates:
93% report the program helped them in their current position by
- increasing competency and professional abilities
- preparing them well for an administrative role
- providing opportunities for increased salary and networking

97% identify the benefits of the Ed.S. in Educational Leadership as
- opportunities for higher salary, outstanding program reputation and networking and working in a cohort model

Who Should Apply
School administrators, teacher leaders and directors in K-12 with at least three years of experience

Benefits
Online Convenience, Dynamic Learning Community
All classes are delivered online with an internship in your local geographic area to provide flexibility for working professionals. Students take all courses together in a cohort. Campus visits are not required.

A Quality Experience to Expand Your Career Options
Oakland University's Ed.S. in Educational Leadership is a rigorous program designed to prepare educators as administrative leaders in public and private schools.

In-State Graduate Tuition Rates
Distance learning students pay the same tuition rate as in-state students. Tuition rates, www.oakland.edu/tuition

Apply Up to 28 of the 34 Credits toward OU’s Ph.D. in Education
Up to 28 credits of the Ed.S. in Leadership may be applied toward OU’s Ph.D. in Education.

Outstanding Faculty
Courses are taught by faculty with extensive experience as school leaders. Educators who are currently superintendents, central office administrators, principals, or specialists in areas such as school law, program evaluation, and school public relations are course instructors.

Career Opportunities
Students consistently identify expanded career opportunities and networking as program benefits.
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Students consistently identify expanded career opportunities and networking as program benefits.

Action Research
Students conduct a collaborative action-research project in their second year. It is an opportunity to apply research and theory in a school setting. Students may present the results at OU's research symposium.

Mentorship
All participants are assigned a mentor in their geographic area for the entire program who is a recognized leader holding a position to which the student aspires. A mentor assists in broadening the participant's experience, provides career counseling and expands the student's professional network.

Student Support
OU's e-Learning and Instructional Support, www2.oakland.edu/elis/ provides an online orientation for students and Moodle (online course management program) assistance.

Library Services
Kresge Library services, http://library.oakland.edu/information/services/distance_ed/index.htm, including remote access to databases, document delivery and obtaining help over live chat.

Application Steps and Time Line
1. **Apply online with Program Number “4651” and “Distance Learning” as the Site.**
   There is no fee to apply.
   
   The graduate application is available at: www.oakland.edu/grad/
   Select ➔ **Apply Now for Free ➔ How to Apply to Graduate Program ➔ Determine your application requirements ➔ Online application ➔ Select Distance as your site preference**

2. **Submit all required application documents to the Graduate Admissions at the address below.**
   This includes unopened envelopes with two recommendations, (forms are enclosed) and official transcripts from the college/university where you received your bachelor's and master's degrees. A checklist is included in the application packet for your convenience.

   Graduate Admissions
   Oakland University
   520 O'Dowd Hall
   2200 N Squirrel Road
   Rochester, MI 48309-4401
   PHONE (248) 370-2700 • FAX (248) 370-3226 • E-Mail: gradmail@oakland.edu

3. Applicant files will be reviewed by faculty in the Department of Educational Leadership for a recommendation to Graduate Admissions.
4. You will receive admittance status notification from Graduate Admissions

Upon Admittance
- Registration material and course numbers for the distance learning program will be sent to you directly from the Office of Professional Development.
- You will receive information on how to login into your online course using Moodle, prior to the semester start.

Questions
Donna Rich, Admin. Project Coordinator
Professional Development
rich@oakland.edu
(248) 209-2472 phone / (248) 209-2461 fax
www.oakland.edu/pd

Shannon Flumerfelt, Ph.D.
EdS Distance Learning Faculty Program Coordinator
Oakland University, Educational Leadership
flumerfe@oakland.edu or (248) 370-3036
EDUCATION SPECIALIST IN LEADERSHIP

FALL COHORT START

<table>
<thead>
<tr>
<th>Year 1</th>
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<tr>
<td><strong>Fall</strong></td>
<td><strong>Course</strong></td>
<td><strong>Credits</strong></td>
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<td>Program Assessment</td>
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<td><strong>Winter</strong></td>
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<tr>
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<td>Testing, Measurement &amp; Data Analysis</td>
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<td>Internship Experience II</td>
<td><strong>EA 702</strong></td>
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*Sequencing of courses subject to minor changes depending on instructor availability.

**The internship actually begins during the first course (EA 740) and runs through the duration of the program. A full time faculty member serves as the cohort coordinator/advisor, teaches the first and last courses, and oversees the internship. An internship progress report I submitted at the mid-point and a summary report is due during the final term.
## EDUCATION SPECIALIST IN LEADERSHIP

### WINTER COHORT START

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<table>
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<tbody>
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<tr>
<td><strong>Total Credits</strong></td>
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<td><strong>34</strong></td>
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**The internship actually begins during the first course (EA 740) and runs through the duration of the program. A full time faculty member serves as the cohort coordinator/advisor, teaches the first and last courses, and oversees the internship. An internship progress report is submitted at the mid-point and a summary report is due during the final term.*

04/27/2015da
Application Checklist
Distance Learning Specialist Degree (Ed.S.) in Leadership

Please note that you do not need to submit this checklist as part of your application. This document is for your personal reference and organizational purposes only.

NAME: ____________________________________________________________

GRADUATE ONLINE APPLICATION, Program Number: ED 4651, Site: Distance Learning
☐ Complete the online graduate application. There is no fee to apply. www.oakland.edu/grad/apply.

☐ Check “Distance Learning” for your site preference

TRANSCRIPTS
☐ Official transcripts from the college or university where you earned your bachelor’s degree.

Name of College/University: ________________________________________________________________

☐ Official transcripts from the college or university where you earned your master’s degree.

Name of College/University: ________________________________________________________________

☐ Résumé

☐ Goal Essay (maximum two pages) Should describe career experiences, responsibilities and explain reasons for wanting to enter the Education Specialist program and should include career goals

☐ Recommendation for Graduate Admission Form from two individuals. Forms must be submitted in a sealed envelope, which is included in the application packet. Your references may also include a letter of recommendation. Letters are optional.

1. ________________________________________________________________

2. ________________________________________________________________

PLEASE SUBMIT ALL DOCUMENTS TO:
Graduate Admissions
Oakland University
520 O’Dowd Hall
Rochester, MI 48309-4401
(248) 370-2700, (248) 370-3226 fax
E-mail: gradadm@oakland.edu Program Web site: www.oakland.edu/EDS

2015 dr
Recommendation Form for Graduate Admission

This completed form must be submitted to Graduate Admissions in a sealed envelope with the signature of the recommender affixed across the back sealed flap.

NOTE: Consult the section of the catalog that pertains to your field of study for instructions concerning the recommendation: e.g. any special type of information required, number of recommendations needed, who recommenders should be.

This section to be completed by Applicant:

Name of Applicant ____________________________________________________________
Email Address ____________________________________________________________ Field of Study ____________________

Under the provisions of the Family Educational Rights and Privacy Act of 1974, this applicant (if admitted and enrolled) will have access to the information provided below unless he/she has waived such access. Please sign if you waive your right of access to the information record below.

Signature of Applicant ___________________________ Date __________________________

This section to be completed by Recommender:

Name of Recommender (please print) ___________________________ Title _________________
Institution __________________________________________ Department _________________
Email Address ___________________________ Phone __________________________

1. How long and in what capacity have you known the applicant? ______________________________________________________________

2. Please rate the applicant in comparison to others whom you have known at similar stages in their careers:

<table>
<thead>
<tr>
<th></th>
<th>Exceptional Upper 5%</th>
<th>Excellent Next 10%</th>
<th>Very Good Next 15%</th>
<th>Good Next 20%</th>
<th>Next 50%</th>
<th>No Basis for Judgment</th>
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<tbody>
<tr>
<td>Scholarly potential in indicated field of study</td>
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<tr>
<td>Creativity &amp; originality in indicated field of study</td>
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<tr>
<td>Motivation and perseverance toward goals</td>
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<tr>
<td>Judgment &amp; maturity</td>
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<tr>
<td>Ability to work with others</td>
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<td>Ability to work independently</td>
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<tr>
<td>Ability to express thoughts in speech &amp; writing</td>
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</tr>
</tbody>
</table>

3. Please circle the strength of your overall endorsement:

Highly Recommended   Recommended       Recommended with Reservations   Not Recommended

4. OPTIONAL: You may comment specifically in a separate letter or on the back of this form on the applicant’s strengths and limitations for graduate study. Descriptions of significant actions, accomplishments, and personal qualities related to scholarly achievement can be particularly helpful as is an assessment of the applicant’s ability/potential for college teaching.

5. Recommender’s Signature ___________________________ Date __________________________
Recommendation Form for Graduate Admission

This completed form must be submitted to Graduate Admissions in a sealed envelope with the signature of the recommender affixed across the back sealed flap.

NOTE: Consult the section of the catalog that pertains to your field of study for instructions concerning the recommendation: e.g. any special type of information required, number of recommendations needed, who recommenders should be.

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Email Address ____________________________________________________ Field of Study ____________________________

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Signature of Applicant ________________________________ Date ________________________________

This section to be completed by Recommender:

Name of Recommender (please print) ________________________________ Title __________________

Institution ________________________________ Department ________________________________

Email Address ________________________________ Phone ________________________________

1. How long and in what capacity have you known the applicant? ______________________________________________________________

2. Please rate the applicant in comparison to others whom you have known at similar stages in their careers:

| Scholarship potential in indicated field of study | Exceptional Upper 5% | Excellent Next 10% | Very Good Next 15% | Good Next 20% | Next 50% | No Basis for Judgment |
| Creativity & originality in indicated field of study |
| Motivation and perseverance toward goals |
| Judgment & maturity |
| Ability to work with others |
| Ability to work independently |
| Ability to express thoughts in speech & writing |

3. Please circle the strength of your overall endorsement:

   Highly Recommended   Recommended   Recommended with Reservations   Not Recommended

4. OPTIONAL: You may comment specifically in a separate letter or on the back of this form on the applicant’s strengths and limitations for graduate study. Descriptions of significant actions, accomplishments, and personal qualities related to scholarly achievement can be particularly helpful as is an assessment of the applicant’s ability/potential for college teaching.

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