Master of Arts in Educational Leadership and Preliminary Administrative Services Credential Program Options

For more information: (626) 815-5374

The Master of Arts in Educational Leadership and Preliminary Administrative Services Credential program (https://www.apu.edu/education/programs/masters-in-educational-leadership) options prepare candidates to serve as effective, innovative school administrators. Graduates emerge well-equipped with advanced skills and knowledge, including best practices to fill leadership roles in pre-K-12 schools such as principal, assistant principal, district level positions, teacher leader, curriculum leader, and department chair. The programs emphasize a strong Christian perspective and provide candidates the opportunity to combine coursework with practical application to create a relevant learning experience. All courses and fieldwork are aligned with the California Professional Standards for Education Leaders (CPSEls) (https://www.ctc.ca.gov/docs/default-source/educator-prep/standards/cpsel-booklet-2014.pdf).

The following program options are available at APU’s main campus in Azusa, the Inland Empire Regional Campus, and online:

- Master of Arts in Educational Leadership and Preliminary Administrative Services Credential (p. 2)
- Preliminary Administrative Services Credential (p. 2)
- Preliminary Administrative Services Internship Credential (p. 3)

Program Features

Development and Implementation of a Shared Vision

Education leaders facilitate the development and implementation of a shared vision of learning and growth of all students.

Instructional Leadership

Education leaders shape a collaborative culture of teaching and learning informed by professional standards and focused on student and professional growth.

Management and Learning Environment

Education leaders manage the organization to cultivate a safe and productive learning and working environment.

Family and Community Engagement

Education leaders collaborate with families and other stakeholders to address diverse student and community interests and mobilize community resources.

Ethics and Integrity

Education leaders make decisions and behave in ways that demonstrate professionalism, ethics, integrity, justice, and equity and hold staff to the same standard.

External Context and Policy

Education leaders influence political, social, economic, legal and cultural contexts affecting education to improve education policies and practices.

Field Experience

Candidates participate in practical field experiences that are aligned to the coursework and designed to facilitate the application of theoretical concepts in authentic settings. Each candidate is introduced to the major duties and responsibilities authorized by the administrative services credential as articulated in the California Administrator Performance Expectations (CAPEs). The candidate assumes leadership responsibilities at a local school or district setting under the guidance of a site supervisor and university supervisor throughout the program. Field experiences include intensive activities both in the day-to-day functions of administrators and in longer-term policy design and implementation. Coursework and field experiences work together to expand the candidate’s leadership capacity.
Case Study
Candidates who seek the Master of Arts in Educational Leadership complete a case study (EDL 589) based on a current topic of interest specific to his or her local school or district. This is the capstone project for the Master of Arts degree.

California Administrator Performance Assessment (CalAPA)
Effective for the 2018-19 academic year, the CalAPA is required for candidates earning a Preliminary Administrative Services Credential. In 2018-19 there will be a nonconsequential administration of the CalAPA—candidates will receive a score, but will not be held to meeting the CalAPA passing standard as a condition for earning the Preliminary Administrative Services Credential.

Credential-only Candidates
Credential candidates who possess a master’s degree in education may elect to complete the 24-unit requirement for the Preliminary Administrative Services Credential.

Acquiring the Preliminary Administrative Services Certificate of Eligibility
Upon completion of the program, candidates must apply for the Preliminary Administrative Services Certificate of Eligibility. This certificate is evidence that the candidate has successfully met all developmental objectives and program standards to merit recommendation for the certificate, and qualifies candidates to apply for entry-level administrative positions in California school districts. Candidates who do not immediately secure an administrative position hold the certificate of eligibility indefinitely, as there is no expiration date on the certificate.

Upon being offered an administrative position, the candidate applies for the Preliminary Administrative Services Credential. Once holding the Preliminary Administrative Services Credential, the administrator has five years to complete requirements for the Clear Administrative Services Credential.

Computer Requirements
To maintain a consistent and current level of instruction, each student is required to use a computer equipped with Microsoft Word and internet access, and maintain a Taskstream by Watermark student account.

Course Requirements—M.A. in Educational Leadership and Preliminary Administrative Services Credential
The Master of Arts in Educational Leadership and Preliminary Administrative Services Credential program includes nine classroom courses and three field experience courses as listed below. Candidates can qualify for recommendation for the Preliminary Administrative Services Intern Credential while enrolled in this program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Coursework</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDL 570</td>
<td>Coursework</td>
<td>Visionary Leadership</td>
<td>3</td>
</tr>
<tr>
<td>EDL 571</td>
<td>Coursework</td>
<td>Instructional Leadership</td>
<td>3</td>
</tr>
<tr>
<td>EDL 572</td>
<td>Coursework</td>
<td>School Improvement Leadership</td>
<td>3</td>
</tr>
<tr>
<td>EDL 573</td>
<td>Coursework</td>
<td>Professional Learning and Growth Leadership</td>
<td>3</td>
</tr>
<tr>
<td>EDL 574</td>
<td>Coursework</td>
<td>Organizational and Systems Leadership</td>
<td>3</td>
</tr>
<tr>
<td>EDL 575</td>
<td>Coursework</td>
<td>Community Leadership</td>
<td>3</td>
</tr>
<tr>
<td>EDL 576</td>
<td>Fieldwork</td>
<td>Diversity Leadership in Schools</td>
<td>3</td>
</tr>
<tr>
<td>EDL 577</td>
<td>Fieldwork</td>
<td>Research and Leadership</td>
<td>3</td>
</tr>
<tr>
<td>EDL 578</td>
<td>Fieldwork</td>
<td>Case Study</td>
<td>3</td>
</tr>
<tr>
<td>EDL 579</td>
<td>Fieldwork</td>
<td>Fieldwork Introduction</td>
<td>1</td>
</tr>
<tr>
<td>EDL 580</td>
<td>Fieldwork</td>
<td>Fieldwork Practicum</td>
<td>2</td>
</tr>
<tr>
<td>EDL 581</td>
<td>Fieldwork</td>
<td>Fieldwork Practicum and Assessment</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units: 33

Course Requirements—Preliminary Administrative Services Credential
The Preliminary Administrative Services Credential program includes six classroom courses and three field experience courses as listed below. Candidates can qualify for recommendation for the Preliminary Administrative Services Intern Credential while enrolled in this program.
The Master of Arts in Educational Leadership and Preliminary Administrative Services Credential program options may be completed while a candidate holds a Preliminary Administrative Services Internship Credential, which meets the need of school districts by allowing them to employ candidates who have not yet completed all credential requirements. Upon receiving an offer of employment, candidates can acquire the internship credential; this two-year credential entitles them to assume full responsibilities as a California school administrator while completing the university program. Candidates benefit from joint mentoring and supervision by the university and nominating districts, and interns participate in administrative credential courses along with other candidates. Upon completion of the program, they apply for the Preliminary Administrative Services Credential. Interns who continue employment on an administrative management contract must enroll in a Clear Administrative Services Credential (CASC) program within 120 days of completing the Preliminary Administrative Services Credential (PASC) program.

**Intern Credential Candidate Requirements**

1. Contract or letter verifying the offer of employment (on the management salary schedule as an administrator, not part of the teachers' bargaining unit) at a school or district site located within 50 miles of Azusa or the Inland Empire Regional Campus.
2. Terms and agreements signed by the superintendent or designee.
3. Valid Memorandum of Understanding (MOU) that includes administrative intern language in place between the School of Education and the employing district.
4. Intern candidates must be consistently enrolled and making progress toward credential/degree completion.

**Gainful Employment Disclosure**

For important information about the educational debt, earnings, and completion rates of students who attended this program, visit Gainful Employment Disclosure (https://www.apu.edu/education/programs/administrative-services-credential/gainfulemployment).