

**Educational Leadership and Policy Masters of Education with Secondary Licensure
Supplemental Packet**

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After finishing the licensure portion of the program, students must complete 12 additional hours in the Department of Educational Leadership & Policy to complete requirements for a Master's of Education in Teacher Instructional Leadership.

Licensure Hours: 55 minimum

(see the Secondary Licensure Program with Masters of Education program packet for details)

Advanced Graduate Requirements (courses must be approved by Shari Fraser)

For an M.Ed specific to Teacher Instructional Leadership; choose 4 of the options below

ELP 6130 Professional Learning Communities (3)	Fall Semester
ELP 6411 Legal and Policy Foundations of Special Education (3)	Spring Semester
ELP 6010 Evidence Based Decision Making (3)	Spring Semester
ELP 6430 Politics of Education (3)*	Spring Semester
ELP 6400 Foundation of Educational Organizations (3)	Summer Semester
ELP 6480 Leadership, Diversity and Social Justice (3)*	Summer Semester

*denotes that this course will apply toward the K12 School Administration Option

Students choosing to receive a master's degree in Teacher Instructional Leadership through ELP have the *option to apply to the K12 School Administration M.Ed. program within five years of graduation to complete administrative licensure.

ELP APPLICATION PROCEDURES

Educational Leadership & Policy
Application Deadline: MARCH 1st
www.ed.utah.edu/elp

Urban Institute for Teacher Education
Application Deadline: FEBRUARY 1ST
www.ed.utah.edu/uite

Prospective graduate students apply for admission through the University of Utah Apply Yourself (AY) online application system at <https://app.applyyourself.com/?id=utahgrad> or through the ELP department website at <http://elp.utah.edu/>. NOTE: We do not require a GRE test score for admissions.

IMPORTANT: Under the Program Information section on the AY application, first choose your program of interest, which is Educational Ldrship & Policy MEd. Then choose your area of emphasis – PreK12 Teacher Instructional Leadership.

In addition to completing the AY online application; under the Academic Interests and Background section on the AY application you will need to upload the following:

1. Official transcripts from all colleges and universities attended.
2. Resume that includes educational and any leadership experience.
3. Statement of Purpose that addresses the following: What are your educational goals, and what is the role of this program in helping you achieve them? What further contributions do you expect to make to the field of education after completing this program? *Please limit your response to 250 words or less.*
4. Writing Sample -- The Educational Leadership and Policy Department places a strong emphasis on school transformation and preparing educators to become change agents. Explain how you envision your role as a change agent in education and how you would address issues of access, equity, and diversity for students. *Please limit your response to 500 words or less.*
5. Letters of Recommendation – You may choose to use the same letters of recommendation for both the UITE and ELP application.
6. Although not required, it is strongly advised that you schedule an appointment with the K12 Program Director to review application and admission procedures.

Applicants are responsible to ensure that all application materials are provided on or prior to the application deadline of March 1st. Applications that are incomplete at the application deadline will not be considered.

If you have questions or concerns at any time please contact our Academic Coordinator, Marilyn Howard, at 801-581-6714 or marilyn.howard@utah.edu.

ELP ADMISSIONS POLICIES

Minimum Standards for Application: Applicants must fulfill all requirements of the University of Utah Graduate School in order to be considered for a masters' in Teacher Instructional Leadership in the ELP department. In addition, applicants applying for simultaneous secondary licensure and M.Ed. in Teacher Instructional Leadership must be accepted into the UITE department as a condition of acceptance into ELP.

Incomplete Applications: The ELP department is not responsible for any materials missing from application files. Complete files will be reviewed by the Admissions Committee. It is the responsibility of each applicant to ensure that all admissions materials, including all application items listed above and letters of recommendation are submitted prior to the deadline of March 1st. Incomplete files may not be reviewed.

Deadlines and Notification: Applications are accepted once a year: deadline is March 1st. Applicants will be notified, in writing, whether or not they have been accepted into the Teacher Instructional Leadership master's program approximately 6-8 weeks after the deadline. Names of accepted applicants will be forwarded to the Urban Institute for Teacher Education.

Application Files: Application files become the property of the ELP Department and will not be returned to the applicant, nor can any part of the file be forwarded for scholarship application purposes, including letters of recommendation.

Nondiscrimination Policy: The University of Utah is fully committed to policies of nondiscrimination and equal opportunity, and vigorously pursues affirmative action in all programs, activities, and employment with regard to race, color, national origin, sex, age, and status as a person with a disability. Religion, sexual orientation, and status as a disabled veteran or veteran of the Vietnam era also are protected under nondiscrimination and equal opportunity employment policies. The University seeks to provide equal access to all programs, services, and activities for people with disabilities. Reasonable prior notice is needed to arrange accommodations. Evidence of practices not consistent with these policies should be reported to the Office of Equal Opportunity and Affirmative Action, 801-581-8365 (voice or TDD). Upon request, this information is available in alternative formats, such as cassette, Braille, or large print.