

Admission Information and Application Packet Ed.D. Educational Leadership

College of Education
California State University Long Beach
1250 Bellflower Blvd. AS 201/206
Long Beach, CA 90840-2201
562.985.4998

Application Deadline is January 15, 2010

Students are admitted for the summer term only. Coursework begins in June.

Program Purpose: The Ed.D. Program in Educational Leadership at California State University, Long Beach conceptualizes leadership as a scholarly, intellectually, professionally, and practically informed endeavor grounded in the concept of respect for equity, diversity, and social justice. Given this focus, the overall purpose of the program is to educate and prepare candidates to 1) understand, analyze, and challenge the overall purpose of education from multiple perspectives, 2) comprehend, analyze, and reflect upon the historical, cultural, organizational, legal, ethical, economic and political contexts of schools within a leadership context, and 3) act as agents and advocates of change as part of the expanding and evolving nature of education to meet the needs of a diverse society.

Graduates of the program will be qualified for a variety of teaching and leadership positions in education and education-related settings, such as superintendent, central office administrator, school principal in P-12 settings, or chancellor, president or administrator in community colleges or 4-year universities.

Program Structure: Doctoral candidates participate in a learning cohort community and experience an interdisciplinary approach to the study of educational leadership, teaching and learning, organizational development, management and research within a three year program of study .

Application Process

Entrance is restricted to the Summer semester only. Admission to the CSULB Ed.D. in Educational Leadership is highly competitive. A cohort of 25-30 students will be admitted each summer semester. An application is required for the Ed.D. Educational Leadership Program **and** the CSULB Graduate Admissions.

Ed.D. in Educational Leadership Program Application - Overview

The Ed.D. Program Application is available online at: www.ced.csulb.edu/edd-leadership/. Please download, print, and complete the application for submission directly to the Ed.D. Program Office. There is no fee to complete the program application. Please include one set of official transcripts, official GRE scores (or mail scores directly to the university through Educational Testing Services), 3 letters of recommendation, a resume, a statement of purpose, and a letter of support from your employer. Upon receipt of your application, an email confirmation will be sent. All materials must be received by the application deadline. Qualified applicants will be invited for an interview with the Admissions Committee. You will be contacted by email to schedule an interview. It is important to provide an accurate email address to avoid any delays in the admissions process.

Required Ed.D. Program Application Materials/Documents

Official Transcripts: Please submit official transcripts for each post-secondary institution attended. If the transcripts are sent to you, please make sure to leave them in the sealed envelope.

GRE Scores Official GRE General Test scores must be from within the past 5 years. Candidates who need to take the exam can go to the Educational Testing Services website at www.ets.org and make an appointment for the computer-based GRE test. Scores may be sent directly to the university (school code: 4389, department code: 3001) or submit official scores in a sealed envelope to the Ed.D.

Program Office. The exam scores must be submitted by the January 15th deadline in order for the application to be complete.

Resume: The resume must include all pertinent and dated education and work experience information. The resume should also include information that responds to the following four areas: 1) demonstrated preparation and experience in leadership related to education, 2) scholarship and research potential which might include academic awards, publications, thesis work, or research interests, 3) technological proficiency, and 4) professional or community service activities. Please limit the resume to 2-3 pages.

Writing Sample: The purpose of the writing sample is to demonstrate the level of the candidate's writing skills and his/her degree of readiness to embark on a writing intensive academic experience. Examples of acceptable samples might include representative research reports, publications, class papers, or a master's thesis. (If submitting a master's program thesis, the Ed.D. Program Office will return the copy when the application review is complete if desired. Please indicate this preference on the Application Checklist).

The sample will be evaluated on the following four dimensions: 1) the ability to identify and address a significant educational problem or issue within your discipline, 2) the ability to demonstrate insight and thoughtful commentary regarding the problem, 3) the ability to communicate ideas clearly and concisely, and 4) the ability to produce a product that is mechanically correct and free from grammatical and spelling errors.

Statement of Purpose: The function of the Statement of Purpose is to allow the Ed.D. Doctoral Program admissions committee an opportunity to learn more about each candidate. Please limit the Statement to 2-3 double-spaced typed pages.

Prompt: The Statement should address the following areas:

1. your educational experiences that have prepared you to embark on a doctoral program,
2. your professional work experiences as an educational professional, highlighting specific examples demonstrating your leadership skills,
3. your general philosophy of leadership which includes your beliefs on inclusiveness, diversity, and your commitment to critically assessing current educational challenges facing leaders in urban settings, and
4. your reasons for seeking a doctoral degree. Your statement must be clear, concise, and mechanically correct.

Employer Letter of Support: A letter of support from your immediate supervisor is required indicating his/her knowledge of your intention to enroll in a doctoral program and his/her support of this endeavor. The supervisor may complete a letter of recommendation to fulfill this requirement (this letter can be included in the three required letters of recommendation). Please indicate on your application which reference is your supervisor.

If a supervisor's letter cannot be provided, please include a personal statement describing your plan for meeting professional responsibilities and the demands of the program. Please keep the statement to no more than 1 typed double spaced page.

Letters of Recommendation: Three letters of recommendation are required for the Ed.D. Educational Leadership application. In addition to a letter of recommendation, please ask each reference to complete the Ed.D. Educational Leadership Recommendation Form (available in this packet). Each recommendation form must be signed by the applicant in the waiver section at the top of the form. The letter and the completed recommendation form need to be placed in a sealed envelope and signed across the seal. The 3 sealed letters of recommendation must be received by the January 15th application deadline. If your reference prefers to mail the letter directly to the Ed.D. Program Office, the mailing address is available at the bottom of the recommendation form.

Prompt for your recommender: Each recommender must comment on your educational leadership potential and skills, your ability to succeed in a rigorous program of doctoral study, and your interest in critically assessing and bringing about improvements in educational policies and practices.

CSULB Graduate Admission Application

The CSULB Graduate Admission Application is available to complete and submit online at: www.csumentor.edu. There is a \$55 non-refundable fee to complete this application and payment can be submitted online. You do not need to submit additional materials for this application. All transcripts and test scores should be sent to the Ed.D. Program Office.

CSULB Graduate Admissions Application Steps:

1. go to www.csumentor.edu to complete the online Graduate Admissions application
2. complete the **Fall 2010** Graduate Admissions Application (available October 1)
3. click on the "Apply Online" tab at the top of the page
4. select Graduate Admissions Application
5. select the "2010-2011 CSU Graduate Admission Application" from the list provided
6. the term is Fall 2009
7. click the "select a campus and major" button
8. select "Long Beach Campus" and click "set campus"
9. select "Elem/Secondary Leadership Ed.D" (Pre K-12) OR select "Higher Ed Leadership Ed.D" (Community College/Higher Education)
10. follow the instructions to input the information necessary to complete the application
11. this application requires a \$55 fee and this fee can be paid online

Ed.D Program Application and Admissions Questions

For further information, please visit the Ed.D. website at: www.ced.csulb.edu/edd-leadership/. You may also send questions to Heidi Gilligan, Program Coordinator at eddinfo@csulb.edu.

General Ed.D. in Educational Leadership Program Admission Requirements

- a. Evidence of an earned baccalaureate degree and master's degree or equivalent from accredited institutions of higher education. (Completion of a thesis preferred).
- b. A cumulative grade point average of at least 3.0 in upper-division and graduate study combined.
- c. Good standing at the last institution of higher education attended.

Ed.D. Program Course Requirements

The program requires 60 units and is designed to be completed in 3 calendar years:

Core Classes:	EDLD 720, 721A-E, 722, 723, 724, 725, and 726 (23 units)
Research Classes:	EDLD 730, 731, 732, 733, 734, 735 (13 units)
Specialization Classes:	Community College/Higher Education: EDLD 740, 741, 742, 743 (12 units) Pre K- 12: EDLD 750, 751, 752, 753 (12 units)
Dissertation:	EDLD 798 (12 units)

Ed.D Program of Study

Summer I

EDLD 720: Proseminar in Educational Leadership	3
EDLD 722: History & Systems of U.S. Education	3
EDLD 730: Educational Research Epistemologies & Methodologies	<u>3</u>
	9

Fall I

EDLD 721A: Advanced Proseminar in Educational Leadership	1
EDLD 732A: Inferential Data Analysis in Education	3
EDLD 725: Organizational Leadership in Educational Settings	<u>3</u>
	7

Spring I

EDLD 721B: Advanced Proseminar in Educational Leadership	1
EDLD 731: Qualitative Research Methods in Educational Leadership	3
EDLD 741: Teaching and Learning in Post Secondary Settings	3
OR	
EDLD 753: Supervision of Curriculum, Teaching, Learning & Assessment	<u>3</u>
	7

Summer II

EDLD 721C: Advanced Proseminar in Educational Leadership	1
EDLD 724: U.S. Diversity Education	3
EDLD 734: Survey Methods in Educational Research	<u>1</u>
	5

Fall II

EDLD 721D: Advanced Proseminar in Educational Leadership	1
EDLD 723: Legal & Ethical Leadership	3
EDLD 743: Leadership in Higher Education	3
OR	
EDLD 750: Instructional Improvement & Accountability	<u>3</u>
	7

Spring II

EDLD 721E: Advanced Proseminar in Educational Leadership	1
EDLD 726: Policy, Power, and Politics in Educational Settings	3
EDLD 742: Exploration of Campus Cultures	3
OR	
EDLD 751: Organizational Culture & Community Engagement in Education	<u>3</u>
	7

Summer III

EDLD 733: Program and Student Assessment	1
EDLD 735: Applied Field Research	2
EDLD 740: Policy and Finance Issues in the Community Colleges	3
OR	
EDLD 752: Financial & Human Resource Development	<u>3</u>
	6

Fall III

EDLD 798: Dissertation	6
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Spring III

EDLD 798: Dissertation	6
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Total	60
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Applicant Checklist

(Please include this sheet with your application.)

_____ CSU Graduate Admission Application completed at www.csumentor.edu

_____ \$55.00 non-refundable application fee paid online

_____ Ed.D. Educational Leadership Admission Application

The Ed.D. application should include:

_____ 1 set of official transcripts for all post-secondary institutions attended

_____ Official GRE General Test scores (verbal, quantitative, analytical writing)

_____ GRE scores sent directly to the university on _____ (approx. date)

_____ Current Resume

_____ Writing Sample

_____ **Check here to request return of writing sample**

_____ Statement of Purpose (see prompt on page 2)

_____ Employer Letter of Support (Supervisor's Name: _____)

_____ 3 Letters of Recommendation (see prompt for recommender on page 2)

Please list the references and indicate if the recommendations are included with your application or should be expected by mail directly to the Ed.D. Office. If one of your letters of recommendation is also an Employer Letter of Support check the box

Reference Name	Included	By Mail
_____	_____	_____
_____	_____	_____
_____	_____	_____

_____ Mail the completed Ed.D. Educational Leadership Admission Application, official transcripts for all post-secondary institutions attended, official GRE General Test scores, statement of intent, resume, and 3 letters of recommendation to:

Ed.D. Educational Leadership Program
California State University Long Beach
1250 Bellflower Blvd. AS 201/206
Long Beach, CA 90840-2201
Attn: Heidi Gilligan

An email confirming receipt of your application will be sent within 3 business days of its arrival at the Ed. D. Educational Leadership Office.

Questions? Contact Heidi Gilligan at eddinfo@csulb.edu or 562-985-4998.

Application: Ed.D. Educational Leadership

California State University Long Beach
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Application Deadline: January 15

Year: _____

Specialization: Pre-K – 12

Community College/Higher Education

A. Personal Information

Name: _____

Home Address: _____

City, State, Zip _____

Home Phone: _____ Work Phone: _____

Cell/Alternate Phone: _____

Current Employer: _____

Current Position: _____

Email Address: _____

CSULB ID: _____
(if applicable)

Sex: (circle) M F

B. Education

Colleges and Universities

Name of Institution	Dates MM/YYYY	Major	Degree	Date Received	GPA
	FROM: TO:				
	FROM: TO:				
	FROM: TO:				
	FROM: TO:				
	FROM: TO:				

C. GRE Score(s)

Date of Exam:	Verbal	Quantitative	Analytical Writing

If you have not taken the GRE, please indicate your test date: _____

D. Resume

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Prompt for your recommender: Each recommender must comment on your educational leadership potential and skills, your ability to succeed in a rigorous program of doctoral study, and your interest in critically assessing and bringing about improvements in educational policies and practices.

I. Applicant's Signature

We encourage you to make a copy of your Application Form and Statement of Purpose for your own records.

I certify that the information provided on this application is accurate, complete, and honestly presented. I confirm that I wrote the statement of purpose and that it is, in its entirety, my own original work.

Signature: _____ **Date:** _____

Ed.D. Educational Leadership: Recommendation Form
Application Deadline: January 15

Instructions to Applicant:

I do do not waive my right of access to this confidential letter of recommendation and similar evaluative statements received in connection with my admission to the Ed.D. Program at CSU Long Beach. I understand that I am not required to waive my right to access these materials as a condition of receipt of any service or benefit provided by the campus and that this waiver does not preclude my requesting the name of those individuals who provide confidential statements or evaluations.

Applicant Signature: _____ Printed Name: _____

My knowledge of the applicant is based on (indicate source of acquaintance and time period):

Candidate Characteristic:	Exceptional Top 5%	Outstanding Top 15%	Above Average Top 25%	Average Mid 25%	Below Average Lowest 50%
Depth of preparation and experience in public education					
Demonstration of educational leadership potential and skills					
Record of successful experience in educational leadership roles					
Academic ability					
Problem solving ability					
Interest in critically assessing educational practices					
Commitment to bringing about improvements in education					
Understanding of challenges facing California education					
Technology proficiency					
Overall leadership and scholarship potential					

- Strongly Recommended
- Recommended
- Recommended with qualifications
- Not recommended

Please attach a letter (on letterhead) making specific comments about this applicant. Please write candidly about the applicant's educational leadership potential and skills, ability to succeed in a rigorous program of doctoral study, and interest in critically assessing and bringing about improvements in educational policies and practices.

Please return the recommendation form and letter to the applicant in a sealed envelope with your signature across the back flap of the envelope. If you have any questions please call 562.985.4998.

 RECOMMENDER'S SIGNATURE

 PLEASE PRINT NAME

 TITLE

 DATE

On behalf of the applicant and California State University, Long Beach we thank you for taking the time to complete this Letter of Recommendation.

Ed.D. Educational Leadership
 Admissions Committee
 California State University, Long Beach
 1250 Bellflower Blvd.
 Long Beach, CA 90840-2201

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