

## SECTION 5: MASTER OF EDUCATION CERTIFICATION OPTIONS

### ELEMENTARY SCHOOL PRINCIPAL

Students should consult with a NWOSU certification officer or the Oklahoma Commission for Teacher Preparation (OCTP) regarding possible prerequisites needed for specific endorsements and/or certification.

***URGENT NOTICE: Elementary School Principal Certificate Program  
Is Being Revised; We Are Accepting NO NEW STUDENTS  
In The Program Until The Revision Is Complete (est. Fall 2005)***

Northwestern offers coursework leading to the Certificate for the Elementary School Principal. The following criteria must be met in order for NWOSU to recommend for certification:

1. The applicant must hold and maintain a valid Oklahoma Standard Certificate and must have two years of teaching experience at an accredited school.
2. The applicant shall hold a master's degree granted by an institution accredited by a regional accrediting association.
3. The applicant must successfully complete the state competency exam prior to initial issuance of an administrator's certificate.
4. The applicant will submit a culminating portfolio for review.

Course Number	Course Title	Hours
EDUC 5073	Curriculum in Elementary Schools	3
EDUC 5093	Curriculum and Instruction for Special Learners	3
EDUC 5132	Human Relations in Education (Elementary)	2
EDUC 5503	Curricular and Supervisory Problems in Reading	3
EDUC 5712	Supervision of Teaching (Elementary Programs)	2
EDUC 5732	Organization/Administration of Elementary Schools	2
EDUC 5753	Principles of Public School Administration	3
EDUC 5763	Public School Finance	3
EDUC 5772	School Public Relations	2
EDUC 5783	Implementing State and Federal Requirements	3
EDUC 5812	Introduction to Guidance and Counseling	2
PSYC 5143	Child/Adolescent Growth and Development	3
PSYC 5163	Education and Career Testing	3

See "Standards for Advanced Programs in Educational Leadership for Principals, Superintendents, Curriculum Directors, and Supervisors" on page 28.

## GUIDANCE AND COUNSELING PK-12

Students should consult with a NWOSU certification officer or the Oklahoma Commission for Teacher Preparation (OCTP) regarding possible prerequisites needed for specific endorsements and/or certification.

Northwestern offers coursework leading to the Certificate for the School Counselor (PK-12). This certificate authorizes the holder to serve as a counselor at the elementary and/or the secondary level(s) in any accredited school in Oklahoma. The following criteria must be met for certification:

### Certificate

1. A master's degree in counseling or a related area is required for the Certificate in Guidance and Counseling
2. All coursework must be at the graduate level.
3. The approved program to be completed shall include a minimum of twenty-four semester hours in the following:

Course Number	Course Title	Hours
EDUC 5812	Introduction to Guidance and Counseling	2
PSYC 5832	Career Education	2
PSYC 5872	Individual Counseling	2
PSYC 5812	Group Counseling	2
PSYC 5163	Educational and Career Testing	3
EDUC 5852	Developmental Guidance	2
PSYC 5253	Intervention Strategies for Counselors	3
PSYC 5803	Strategies & Techniques of Counseling	3
PSYC 5143	Child/Adolescent Growth and Development	3
EDUC 5500	Practicum Counseling	2

4. The applicant shall hold a master's degree and a valid Oklahoma teaching certificate.
5. The applicant shall pass the state certification test for school counselors.
6. The applicant will submit a culminating portfolio for review.

# READING SPECIALIST

Students should consult with a NWOSU certification officer or the Oklahoma Commission for Teacher Preparation (OCTP) regarding possible prerequisites needed for specific endorsements and/or certification.

## Specialization - Certificate

Northwestern offers coursework leading to the Certificate for the Reading Specialist. The following criteria must be met for certification:

1. Completion of a bachelor's degree is a prerequisite for entrance into the Reading Specialist Program.
2. A minimum of six semester hours of coursework is required in the following areas as a prerequisite to the coursework specified in area 6:
  - a. one course in reading methods
  - b. one course in language arts methods or literature (children's or adolescents').
3. Candidates receiving the Reading Specialist Certificate must hold a standard teaching certificate in early childhood, elementary education, elementary-secondary education, or secondary education.
4. A minimum of two years teaching experience is required in an accredited elementary or secondary school.
5. The applicant will submit a culminating portfolio for review.
6. The program for the Reading Specialist Certificate shall include eighteen semester hours of graduate coursework in the following:

Course Number	Course Title	Hours
EDUC 5403	Advanced Course in Developmental Reading - Primary Level	3
EDUC 5413	Advanced Course in Developmental Reading - Intermediate/Secondary Levels	3
EDUC 5433	Diagnostic and Correction Techniques in Reading	3
EDUC 5453	Clinical Procedures in Reading	3
EDUC 5532	Practicum in Remediation of Learning Problems I RDG	2
EDUC 5542	Practicum in Remediation of Learning Problems II RDG	2
EDUC 5500	Practicum - Developmental Reading Instruction (Group Diagnostic Teaching)	2

7. Professional Education coursework designed to fulfill master's degree requirements shall be in the following areas: 1) foundations; 2) curriculum development; 3) research; 4) measurement; and 5) theories or methods of learning.

EDUC 5013	Introduction to Educational Research	3
EDUC 5123	Individual Intelligence Testing (Woodcock-Johnson)	3
<b>OR</b>		
EDUC 5583	Assessment and Diagnosis	3
EDUC 5203	Educational Practices	3
EDUC 5212	Psychology of Teaching	2
EDUC 5503	Curricular and Supervisory Problems in Reading	3
EDUC 5822	Multicultural Education	2

8. Other coursework to complete the master's degree may include content in area 6 above or the following areas: primary reading materials, intermediate reading materials, secondary reading materials, linguistics, organization and supervision of reading programs, reading disabilities, reading for the exceptional child, language development, children's or adolescents' literature, individual mental testing, or learning disabilities.

## SCHOOL SUPERINTENDENT

### ***URGENT NOTICE: Superintendent Certificate Program Is Being Revised; We Are Accepting NO NEW STUDENTS In The Program Until The Revision Is Complete (est. Fall 2005)***

The holder of a School Superintendent certificate is authorized to serve as superintendent of schools in any accredited school system in Oklahoma. The following criteria must be met in order for NWOSU to recommend for certification:

1. For a certificate, the applicant shall have had two years of teaching experience and two years of supervisory or administrative experience in an accredited school.
2. The applicant shall hold and maintain a valid Oklahoma Early Childhood, Elementary, Elementary-Secondary, Secondary, Vocational-Technical, Library Media Specialist, or Speech-Language Pathology Certificate.
3. The applicant shall hold a master's degree granted by an institution accredited by a regional accrediting association. A minimum of thirty semester hours of post-master's work are required for the certificate. Graduate course work is required to satisfy the requirements of a superintendent's certificate.
4. The applicant shall pass the state teacher certification test for School Superintendent before applying for the School Superintendent's certification.
5. Applicants who received their principal's certification outside of Oklahoma or in Oklahoma prior to 1988 may be required to take additional coursework to meet the required 47-hour total for the certificate. The courses are: EDUC 5772, School Public Relations; PSYC 5163, Education and Careers Testing; EDUC 5503, Curricular and Supervisory Problems in Reading, and EDUC 5812, Introduction to Guidance and Counseling.
6. The applicant will submit a culminating portfolio for review.

**Note prerequisite:** A two-hour course of the Exceptional Student (e.g. EDUC 4112, Special Students in the Regular Class) is required for certification.

Course Number	Course Title	Hours
*EDUC 5093	Curriculum and Instruction for Special Learners	3
*EDUC 5500	Practicum I (Mentorship)	4
*EDUC 5500	Practicum II (Mentorship)	4
*EDUC 5623	Leadership	3
*EDUC 5633	School Business Management	3
*EDUC 5653	Computer Applications for Administrative Use	3
*EDUC 5643	School Legal Issues	3
*EDUC 5702	School Personnel Administration	2
EDUC 5753	Principles of Public School Administration	3
*EDUC 5763	Public School Finance	3
EDUC 5783	Implementing State and Federal Requirements	3
*EDUC 5792	Plant Design and Operation	2

\*Post-Master's Hours

See "**Standards for Advanced Programs in Educational Leadership for Principals, Superintendents, Curriculum Directors, and Supervisors**" on page 28.

### **Requirements for First-Year Superintendents in Oklahoma**

The following requirements shall be met by each superintendent employed for the first time in the State of Oklahoma as a district superintendent:

1. The superintendent shall attend a one-week summer training seminar at the State Department of Education prior to the beginning of the first year of employment as a district superintendent.
2. The superintendent shall attend three seminars for two days each during the school year at the State Department of Education during the first year of employment as a district superintendent.

The School Superintendent Certificate issued for the first year of employment as a district superintendent shall be considered invalid for the second year if the certificate holder has not attended all the seminars identified above prior to the second year of employment as a district superintendent. Any district superintendent employed after the summer training seminar has been offered shall enter the program at the point of employment and shall attend all the seminars identified above.

## SECONDARY SCHOOL PRINCIPAL

### ***URGENT NOTICE: Secondary School Principal Certificate Program Is Being Revised; We Are Accepting NO NEW STUDENTS In The Program Until The Revision Is Complete (est. Fall 2005)***

Northwestern offers coursework leading to the Certificate for the Secondary School Principal. The following criteria must be met in order for NWOSU to recommend for certification:

1. The applicant shall hold and maintain a valid Oklahoma teaching certificate and shall have taught two years at an accredited school.
2. The applicant shall hold a master's degree granted by an institution accredited by a regional accrediting association.
3. The applicant must successfully complete the state competency exam prior to initial issuance of an administrator's certificate.
4. The applicant will submit a culminating portfolio for review.

Course Number	Course Title	Hours
EDUC 5083	Curriculum in Secondary Schools	3
EDUC 5093	Curriculum and Instruction for Special Learners	3
EDUC 5142	Human Relations in Educ (Secondary)	2
EDUC 5503	Curricular and Supervisory Problems in Reading	3
EDUC 5722	Supervision of Teaching (Secondary Programs)	2
EDUC 5742	Organization/Administration of Secondary Schools	2
EDUC 5753	Principles of Public School Administration	3
EDUC 5763	Public School Finance	3
EDUC 5772	School Public Relations	2
EDUC 5783	Implementing State and Federal Requirements	3
EDUC 5812	Introduction to Guidance and Counseling	2
PSYC 5143	Child/Adolescent Growth and Development	3
PSYC 5163	Education and Career Testing	3

**See "Standards for Advanced Programs in Educational Leadership for Principals, Superintendents, Curriculum Directors, and Supervisors" on page 28.**

# STANDARDS FOR ADVANCED PROGRAMS IN EDUCATIONAL LEADERSHIP FOR PRINCIPALS, SUPERINTENDENTS, CURRICULUM DIRECTORS, AND SUPERVISORS

## EDUCATIONAL LEADERSHIP CONSTITUENT COUNCIL STANDARDS

**Standard 1.0** ~ Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by facilitating the development, articulation, implementation, and stewardship of a school or district vision of learning supported by the school community.

**Standard 2.0** ~ Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by promoting a positive school culture, providing an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff resources in a way that promotes a safe, efficient, and effective learning environment.

**Standard 3.0** ~ Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.

**Standard 4.0** ~ Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.

**Standard 5.0** ~ Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by acting with integrity, fairly, and in an ethical manner.

**Standard 6.0** ~ Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.

**Standard 7.0** ~ Internship. The internship provides significant opportunities for candidates to synthesize and apply the knowledge and practice and develop the skills identified in Standards 1-6 through substantial, sustained, standards-based work in real settings, planned and guided cooperatively by the institution and school district personnel for graduate credit.

## ADDITIONAL CERTIFICATION OPTIONS

Additional certification options are available in some education degree areas including **Early Childhood Education** and **Special Education**. Additional certification hours earned as master's-level credit may be applicable toward elective or area of specialization hours if approved by the student's graduate advisory committee.

Students interested in applying additional certification credit hours toward a master's degree should consult the graduate office and education division for specific details.