

## Ed.D. IN EDUCATIONAL LEADERSHIP (EDL) OVERVIEW

This doctoral program focuses on leadership and administration of schools, districts, universities, colleges, community colleges, and other educational organizations. The program has two distinct emphases: 1) community college and higher education contexts, and 2) K-12 educational contexts. Applicants must specify which emphasis they are applying for when their application is submitted. Admission to this program is competitive and occurs once a year. Application to the Ed.D. program requires submission of an application portfolio described below, with a **due date of the first Fridays in December of each year** for admission in the **Summer** semester of the following year.

For this degree, you must take a minimum of 63 credit hours, including:

- 9 hours of educational foundations courses
- 9 hours of leadership theory courses
- 18 hours of specialization/emphasis courses (i.e., K-12 or CC/HE core and relevant electives)
- 12 hours of research courses
- 15 hours of dissertation hours

NOTE: You must have a completed Master's Degree before acceptance into the Doctoral Program. ***NO coursework from previous graduate study can be transferred into this program.***

Coursework in the EDL doctoral program occurs primarily through a blended/hybrid delivery format. This means that most courses have a web component as well as an in-person requirement. Most in-person class meetings during Fall and Spring semesters occur at the East Valley NAU building (Phoenix/Mesa area), and most in-person class meetings during the Summer semesters occur at the Flagstaff campus.

The Graduate Admissions Web Page is <http://nau.edu/GradCol/Admissions/Application/>. Be prepared to pay the Graduate College admission fee, submit official transcripts if necessary and upload all appropriate application material before the deadline (Vitae, Personal Statement, Writing Sample, Letters of Recommendation, and Transcripts).

For a checklist of tasks required of all doctoral students, please refer to the Graduate College web page at <http://www.nau.edu/gradcol/>, select "Student Resources". On the right side is the information for "Current Students". All admitted students should become familiar with the information available on this Graduate College web page.

# Application to the Ed.D. Program in Educational Leadership

Application portfolios for admission to the Educational Leadership Doctoral Program are reviewed one time per year. The complete portfolio must be submitted by electronic upload within the Graduate College application process. The Educational Leadership faculty is not authorized to receive or submit a portfolio for you.

Deadline: The first Friday in December of each year (Program begins *summer* following acceptance) i.e. Apply in December, Acceptance in February, Classes begin in June.

Please note, late or incomplete portfolios will not be considered for admission. Portfolio contents that arrive in the EDL office will not be accepted.

Student applications for admission to the doctoral program in Educational Leadership will be assessed according to a variety of criteria. Full-time faculty members are available to discuss this process with applicants as a preliminary step to determine the appropriateness of the program.

Qualities sought in doctoral students in this program include leadership potential, academic aptitude, demonstrated leadership experience, professional experiences, community engagement, communication skills, and professional administrative goals.

## **The APPLICATION PORTFOLIO**

The first step in the screening process will be an evaluation of the data submitted in an "*application portfolio*." The contents of the portfolio should be submitted in the following order, including all sections.

### **1) Vita - a thorough, professional vita must include the following:**

Header - Please include the following contact information: full legal name, home address and telephone, and primary e-mail address, present occupation and employer (with employer name and address)

- Experience record (including all positions held by year, location and supervisor)
- List of all professional certificates held (if applicable)
- Academic history (undergraduate/graduate programs including institutions, dates, degrees, fields of study)
- Significant professional development and growth or in-service activities (above/beyond immediate position)
- Professional honors, awards, and distinctions
- Publications (articles, books, chapters, presentations, etc.)
- Professional and community activities (leadership/membership roles and responsibility)

**2) Personal Statement** - Career and professional goals narrative in which an applicant clearly describes his/her background, professional goals, and how this doctoral program fits with those goals. (Note: this narrative should be no more than 3 double-spaced pages.) Please address the following prompts in your narrative:

**Leadership Autobiography**- overview of your past experiences or knowledge of the role of leader in the K-12 or CC/HE context.

- What key experiences have contributed to your commitment to education?
- What do you view as your most significant professional accomplishment(s) and your most significant professional failure(s) to date? How did they inform your development?

**Goals for the doctoral program** - include a statement of your goals for the doctoral program.

- What issues would you like to explore in the doctoral program?

**Goals after the degree** - include a statement of why this degree is important to you and what you hope to accomplish professionally after receiving it.

- How do you envision yourself effecting significant change in the K-12 or CC/HE education sector?

### 3) Academic Writing Sample -

Please read the article provided based on the program emphasis for which you are applying (i.e., applicants for the K-12 emphasis must read the K-12 article; and applicants for the CC/HE emphasis must read the CC/HE article). You should develop an essay in which you react to the article in approximately two double-spaced pages. You should give your thoughts and opinions, and you should demonstrate your reasoning behind those thoughts and opinions. You should not summarize the article in the two pages, though you may of course reference the article and summarize a point when necessary. Outside resources and references are not required, but if you do choose to use them, they should be appropriately cited using APA guidelines. Your essay MAY NOT exceed three double-spaced pages. <http://nau.edu/COE/Ed-Leadership/Student-Resources/Ed-D-Writing-Sample-Articles/>

### 4) Letters of Recommendation-

You must submit two letters of recommendation using the electronic submission format developed by the NAU Graduate College. Please be prepared to provide email addresses and phone numbers for your recommenders. An email request will be sent to the contacts that you have listed requesting completion of an electronic recommendation.

### 5) Transcripts

Please provide all transcripts for undergraduate as well as graduate-level courses taken. You will be asked to upload these documents during the online application process. Unofficial copies are acceptable for this submission. Official transcripts are required to be submitted to the NAU Graduate Admission office and should be mailed to:

NAU Graduate College  
PO Box 4125  
Flagstaff, AZ 86011

## POSSIBLE FOLLOW-UP INTERVIEW

After the EDL Doctoral Admissions Committee has reviewed all submitted applications, the committee may request an on-site interview with applicants from whom more information is needed. If you are contacted for an interview, the Committee will work with you to determine an interview location and schedule.

### PLEASE NOTE:

The number of students admitted each year will be based on faculty resources as well as the quality of candidates applying. Since the process requires confidentiality, **please do not contact any Educational Leadership faculty or associates in the Department Office regarding status during the review period.** All applicants will be notified in writing about their application status in February.

## Ed.D. Program Guidelines

The following are guidelines that should help you understand our procedures and know what to expect from a graduate program:

- Graduate study is time consuming. You can anticipate spending AT LEAST three hours of study, reading, and research for every hour you spend in the classroom. To earn three hours of academic credit, classes must meet for a minimum of forty-five (45) classroom hours. Take these demands seriously as you plan your academic schedule.

- Graduate study requires computer access. Graduate students routinely do research, search databases, participate in on-line discussions, take courses on the web, etc. If you are accepted to the program, you should be prepared to purchase or gain access to a computer with internet access.
- The syllabus for every course is reviewed by Northern Arizona University and approved as appropriate for graduate-level classes. Instructors are accountable to the university for following the course requirements, meeting times, assignments, tests, and grading policies stated in the course syllabus.
- Graduate courses will have a research component. Your library skills will need to be current. You should be familiar with on-line library systems, current periodicals, and basic library research methods.
- Scholarly writing is a critical aspect of graduate study. Every course will contain some writing: research papers, article critiques, book reviews, position papers, and essay exams are commonly required. Students should become familiar with the publication manual of the American Psychological Association (latest Edition) and other style manuals.
- Individual and/or group oral presentations, class discussions, consistent attendance, exams and reports will be the basis of your grade in most classes.

Any questions about the doctoral program or admissions process should be directed to either the EDL Department Chair, Michael Schwanenberger, and/or the Doctoral Steering Committee Chair, Walter Delecki.

Dr. Michael Schwanenberger	<a href="mailto:michael.schwanenberger@nau.edu">michael.schwanenberger@nau.edu</a>	(520) 879-7937
Dr. Walter Delecki	<a href="mailto:walter.delecki@nau.edu">walter.delecki@nau.edu</a>	(602) 776-4681

If you are accepted into the program, you will be assigned an advisor after admission. Additional questions may be addressed to the department at [jennifer.offutt@nau.edu](mailto:jennifer.offutt@nau.edu).

### **Residency Requirements**

The Educational Leadership department considers newly admitted students to our doctoral program as participants in a cohort. Students admitted to the program should be aware that their doctoral studies begin the summer after acceptance. We meet with accepted students to develop a program of study in the Spring following notification of admittance. The cohort is expected to take classes starting that first summer in a "weekend and web enhanced" (hybrid) format. This entails spending two or three "weekends" in Flagstaff with additional time on the web for *each* class taken in the summer. "Weekend" meetings are typically held Fridays from 5-9pm and Saturdays from 8am-1pm. Taking nine hours of coursework in this fashion will qualify you as full-time-enrolled student during the summer. You will be required to spend two consecutive summers as a full time student establishing your residency (i.e., 9 semester credits each summer).