Please complete Educator Preparation Program (EPP) Name & EPP Code above.

Certification Requirements

- **Course Number** – List the course number(s) for the course(s) or groups of competencies that align with the specific section of the requirements. It is possible to have more than one course or group listed.
- **Course Title** – List the course title(s) for the course(s) or groups of competencies that align with the specific section of the requirements. It is possible to have more than one course or group listed.
- **Semester Hours** – List the number of semester hours for each specific section. It is possible to use decimals (to the nearest tenth) to indicate partial use of a course to meet a requirement. The total number of semester hours must meet or exceed the minimum required number of semester hours.

Email the completed cover sheet, curriculum matrix, and advising/program information to DESE.MoSPETransition@dese.mo.gov on or before the date established in the Transition Plan.

QUESTIONS: Contact Educator Preparation, 573-751-1668 or DESE.MoSPETransition@dese.mo.gov

### A. Professional Requirements (Minimum of 24 semester hours)

1. **Specific Courses:** All must be separate graduate courses of at least 2 semester hours.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. ED ADM 6305 or ED ADM 6701</td>
<td>School District Administration or Leadership for Equity</td>
<td>3</td>
</tr>
<tr>
<td>b. ED ADM 6402 or ED ADM 6702</td>
<td>School Personnel Administration or Supervision of Instruction</td>
<td>3</td>
</tr>
<tr>
<td>c. ED ADM 6205</td>
<td>Legal contexts of education</td>
<td>3</td>
</tr>
</tbody>
</table>

2. **Knowledge and/or competency in each of the following areas:**

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. ED ADM 6705 or ED ADM 6305</td>
<td>School Culture or School District Administration</td>
<td>3</td>
</tr>
<tr>
<td>i. ED ADM 6712 or ED ADM 6705</td>
<td>Management of Organizational Systems or School Culture or School District Administration</td>
<td>3</td>
</tr>
<tr>
<td>b. ED ADM 6705 or ED ADM 6701 or ED ADM 6402</td>
<td>School Culture or Leadership for Equity or School Personnel Administration</td>
<td>3</td>
</tr>
<tr>
<td>i. ED ADM 6704 or ED ADM 6702 or ED ADM 6402</td>
<td>Data-Driven Instruction &amp; Team Leadership or Supervision of Instruction or School Personnel Administration</td>
<td>3</td>
</tr>
</tbody>
</table>
### Ensuring Comprehensive Professional Growth Plans
- ED ADM 6402 or ED ADM 6704 or ED ADM 6714: School Personnel Administration or Data-Driven Instruction & Team Leadership or K-12 School Administration
- ED ADM 6704 or ED ADM 6712 or ED ADM 6301: Data Driven Instruction or Management of Organizational Systems or Education Policy Analysis

### Data and Assessment
- ED ADM 6704 or ED ADM 6712 or ED ADM 6301: School Culture or School Personnel Administration or Data-Driven Instruction & Team Leadership or School Personnel Administration

### Management of Organizational Systems

#### i. Managing the Organizational Structure
- ED ADM 6712 or ED ADM 6501: Management of Organizational Systems or Principles of Public School Finance
- ED ADM 6702 or ED ADM 6705 or ED ADM 6402: Supervision of Instruction or School Culture or School Personnel

#### ii. Leading Personnel
- ED ADM 6702 or ED ADM 6705 or ED ADM 6402: Supervision of Instruction or School Culture or School Personnel

#### iii. Managing Resources
- ED ADM 6502: School Buildings and Sites

#### iv. Processes of Effective Evaluation of Educators
- ED ADM 6702 or ED ADM 6704 or ED ADM 6402: Supervision of Instruction or Data-Driven Instruction & Team Leadership or School Personnel Administration

### Collaboration with Families and Stakeholders

#### i. Collaborating with Families and Other Community Members
- ED ADM 6705 or ED ADM 6701 or ED ADM 6306: School Culture or Leadership for Equity or Special Education Administration
- ED ADM 6701 or ED ADM 6705 or ED ADM 6306: Leadership for Equity or School Culture or Special Education Administration

#### ii. Responding to Community Interests and Needs
- ED ADM 6701 or ED ADM 6705 or ED ADM 6306: Leadership for Equity or School Culture or Special Education Administration

#### iii. Mobilizing Community Resources
- ED ADM 6712 or ED ADM 6701 or ED ADM 6501: Management of organizational systems or Leadership for Equity or Principles of Public School Finance

### Ethics and Integrity

#### i. Personal and Professional Responsibilities
- ED ADM 6701 or ED ADM 6205: Leadership for Equity or Legal Contexts of Education

### The Education System

#### i. Understanding the Larger Context
- ED ADM 6301 or ED ADM 6501: Education Admin Policy Research or Principles of Public School Finance

#### ii. Responding to the Larger Context
- ED ADM 6301 or ED ADM 6501: Education Admin Policy Research or Principles of Public School Finance

#### iii. Influencing the Larger Context
- ED ADM 6301 or ED ADM 6501: Education Admin Policy Research or Principles of Public School Finance
### g. Professional Development

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<tbody>
<tr>
<td>i. Increase Knowledge and Skills Based on Best Practices</td>
<td>ED ADM 6305 or ED PSY 6445 or ED ADM 6702</td>
<td>School District Administration or Character education and development or Supervision of Instruction</td>
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</table>

**3. Directed Field Experiences in Superintendency (3 semester hours with a minimum of 300 clock hours)**

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<tbody>
<tr>
<td>a. Field Experiences in Superintendency</td>
<td>ED ADM 6903</td>
<td>Superintendent Field Experience</td>
</tr>
</tbody>
</table>

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator – Civil Rights Compliance (Title VI/Title IX/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2968 email civilrights@dese.mo.gov.