

Administrative Services Professional Credential

The clear administrative services professional credential is a two year program. The program consists of professional development designed to address the six CPSELs, development of a Individualized Induction Plan, assessment, and a minimum of 40 hours of coaching with a certified coach each year.

Admission to the Program

In addition to the general requirements of the university for admission as a postbaccalaureate student, admission to the Professional Clear Administrative Services Credential program requires the following:

1. Application for admission to the program;
2. A valid Preliminary Administrative Services Credential;
3. Verification of current employment in an administrative position;
4. A 3.0 ("B") grade point average in all graduate work;
5. Verification of a Master's Degree in a related field;
6. An Individual Program Plan (IP) on file or in progress.

Recommendation for the Professional Credential

In order to be recommended for a credential, the student must have:

1. Two (2) years of full-time administrative experience in the public schools, or private schools or equivalent;
2. Completed all program requirements while employed in a full-time school/district administrative position.

Credential Requirements (16 units)

EADM 6681	Vision and Student Achievement	2
EADM 6682	Collaborative Culture of Teaching and Learning	2
EADM 6683	Resource Management of the Learning Institution	2
EADM 6684	Political, Legal, Cultural Context in Education	2
EADM 6685	Coaching and Assessment Practicum I	2
EADM 6686	Coaching and Assessment Practicum II	2
EADM 6687	Coaching and Assessment Practicum III	2
EADM 6688	Coaching and Assessment Practicum IV	2
Culminating Experience		0
Total Units		16

Culminating Experience (0 units)

Student Portfolio

Individual Induction Plan