



Certificate of Advanced Graduate Studies

For licensure 38* credits, 4 terms full-time • Non-licensure 36 credits, 4 terms full-time • Program approved by the Mass. Dept. of Elementary & Secondary Education (ESE) for • Superintendent/Assistant Superintendent (all levels) • Principal/Assistant Principal (levels PreK-6, 5-8, 9-12)

The **CERTIFICATE OF ADVANCED GRADUATE STUDIES (CAGS)** program in **EDUCATIONAL LEADERSHIP** is a post-master's option designed for educators to advance their knowledge and skills specific to leadership in P-12 schools and districts. The focus is to advance teaching and learning through school transformation in one of three concentrations: (1) school administration, (2) curriculum, or (3) special education. The program is based on standards upheld by the Educational Leadership Constituent Council and follows the Massachusetts Department of Elementary and Secondary Education's (ESE) Professional Standards for Administrators. Emphasized is the role power and politics play in schools and districts along with research skills and data analysis required to support and advance caring, competent, and qualified teachers and school leaders.

Outcomes — Graduates: (a) demonstrate a knowledge of and sensitivity to school and system organization; (b) understand that improving teaching and learning is an intricate process that requires a willingness to change, an educational vision, and persuasive communication; (c) pursue action research and data collection to inform decision making and create meaningful professional development for faculty; and (d) explore technology, inclusive strategies for reaching a diverse student body, and develop skills in teaching students with special needs and those for whom English is a second language. As a result, graduates perceive their educational setting as part of a larger system and are able to identify workable solutions for positive change supportive of teaching and learning.

Careers — Graduates enter into the full range of school leadership positions in public, private, and charter schools and in corporate and community education. Positions held include teacher-leaders, department chairs, assistant principal, and principal. In addition, graduates hold offices at the district level as coordinators, directors, assistant superintendents and superintendents.

An administrator license is required for employment half-time or more as director, department head, or curriculum specialist.

All students who enter CAGS must select a concentration and submit a signed Declaration of Intent **by the end of their first term of enrollment**. All students must consult the program chair and have their approval *prior* to submitting the Declaration of Intent.

Requirements for CAGS-Non-Licensure

All CAGS components are required except for those specific to licensure (e.g., the Massachusetts Communications and Literacy MTEL, SEI, and/or MA-PAL).

Requirements for CAGS-Licensure

- Minimum GPA of 3.0 (must be maintained throughout the program.)
- Massachusetts Educator Personnel ID (MEPID) number.
- Evidence of Successful Completion of the Massachusetts Communications and Literacy (MTEL).
- Declaration of Intent specifying the concentration and, if applicable, the type and level of licensure sought.

Program Completion Requirements — For program exit:

- All CAGS requirements for licensure must be met, including those outlined for program entry, all CAGS courses, and field experiences (e.g., pre-practicum and practicum).
- Sheltered English Immersion or successful completion of the SEI RETELL or SEI MTEL offered through the ESE.
- A total of 500 hours of field experiences, including the Pre-Practicum and Practicum, in the role and level of certification sought for all levels of licensure for the Superintendent/Assistant Superintendent and Principal/Assistant Principal. A total of 300 hours is required for Supervisor/Director.
- Massachusetts Performance Assessment for Leaders (PAL) — required of candidates seeking certification as a principal or assistant principal.
- Exit Performance Portfolio via TaskStream

Admission requirements:

- Master's degree in education or a closely related field with minimum cumulative **GPA of 3.0** for all graduate work attempted, and a bachelor's degree.
- Three full years of specific employment.
- And all other Educational Leadership/CAGS requirements. (See Admissions).

Required to enter program for licensure:

- Massachusetts Educator Personnel ID (MEPID) number.
- Pass Massachusetts Communication & Literacy Test.
- 3.0 GPA at entry; maintained throughout program.

*Not including EAD720 required for Superintendent/Assistant Superintendent certification or the SEI requirement for licensure options, which has multiple pathways for completion.

Program and course schedule subject to change.

Program chair: Charles Grandson, EdD • charles.grandson@cambridgecollege.edu • Educational Leadership, Advanced Studies, and Strategic Initiatives Department

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Core Requirements (All Concentrations)

Course Number	Title	Pre-Practicum Hours*	Credits	Schedule**
Research Core				
ECL800	Foundations of Social Science Research	25	3	Term 1
ECL801	Advanced Graduate Research Seminar	0	3	Term 2
ECL807	Action Research Project	0	1	Term 4
Leadership Core				
		Practicum Hours*		
ECA725	Instructional Leadership: Supervision & Administration of Educational Personnel	40	3	Term 1
ECL802	Advanced Leadership	40	3	Term 2
ECL803	Advanced Technologies in Education	40	3	Term 3
ECL804	Advanced Leadership in Policy & Practice	40	3	Term 3

Concentration Requirements

School Administration (all licensure areas & non-licensure option)

ECA701	School Management & the Law	10	3	
ECA703	Managing Financial Resources	10	3	
ECC710	Assessment & Developing & Evaluating Curriculum	10	3	
ECC707	Meeting the Challenge of School Restructuring	10	3	

Special Education Administration (both licensure & non-licensure)

ECS716	Philosophical & Psycho-Social Foundations of Education	10	3	
ECS712	Advanced Psycho-Educational Assessment & Educational Planning	10	3	
ECS713	Administration of Special Education Programs	10	3	
ECS714	Collaboration & Consultation Techniques	10	3	

Curriculum & Instruction (offered exclusively as a Non-licensure option; Select four courses for a total of 12 credits only from those listed)

ECA704	Effective Schools	10	3	
ECC708	Learning Theories & Instructional Design	10	3	
ECC710	Assessment & Developing & Evaluating Curriculum	10	3	
ECC705	Curriculum Design & Renewal for 21st Century	10	3	
ECC707	Meeting the Challenge of School Restructuring	10	3	

Required for the Superintendent/Assistant Superintendents License Only

ECA720	Advanced Systems Theory (required only for Supt/Asst Supt)	10	3	Terms 3;4
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Licensure Requirements (all areas)

SEI705	Sheltered English Immersion (SEI)			Term 3
	Practicum/Seminar I*	150	3	Term 3
	Practicum/Seminar II*	150	2	Term 4

* Specific to the type and level of licensure sought in Massachusetts w/alternate assignmentsw for those enrolled in the non-licensure option;

**Course schedule subject to change each term.

Practicum/Seminar

Designed to meet the explicit needs of the role and level of license sought in Massachusetts. All experiences are mentored and evaluated by a licensed/certified supervising practitioner specific to the type and level of licensure sought and by a practicum supervisor at the College level. Practicum locations must be approved by the Program Chair and Coordinator of Pre-Practicum/Practicum Experiences.

ECA805A-806A	Supt/Asst Supt (all levels)
ECA805B-806B	Princ/Asst Princ (PreK-6)
ECA805C-806C	Princ/Asst Princ (5-8)

ECA805D-806D	Princ/Asst Princ (9-12)
ECA805E-806E	Supervis/Dir (at level of prerequisite license)
ECS805S-806S	Special Education Administration (all levels)

CAGS non-licensure Practicum/Seminar

Designed to meet the individual, professional needs of students enrolled in non-licensure options. Alternate assignments provided at the discretion of faculty teaching the professional seminar in consultation with the program chair. No on-site supervision required.

ECA805-806	For all non-licensure concentrations
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