



# School Administration K-12 (Puerto Rico) • CIP code 130401

For certification by DEPR: 32 credits, 5 terms full-time (aspirantes a licencia de director o facilitador escolar)

Without certificación by DEPR: 30 credits, 4 terms full-time (aspirantes que no aspiran a licencia)

Program approved by the Puerto Rico Council of Education and offered in compliance with the certification regulations of the Puerto Rico Department of Education (DEPR).

**Program Description** — The School Administration Program reflects the current standards established by the Educational Leadership Constituent Council (ELCC) and Department of Education of Puerto Rico. The program prepares experienced leaders and PK-12 school and district director candidates who demonstrate leadership skills in teaching, management and operations, parent and community participation, and who promote a professional culture. The goal is to create competent, dedicated, and qualified educators, based on the principles of the Teacher Education Accreditation Council. The certification components are exclusively tailored for Puerto Rico.

**Learning Outcomes** — Graduates will be able to: (a) demonstrate a realistic understanding of the expectations and responsibilities of workplace administrators, (b) promote student learning, and (c) support professional development and personal success by cultivating a shared vision that puts the teaching and learning process at the center of education. They will also work effectively, safely, and efficiently by using resources to implement the curriculum, and programming, hire staff, create partnerships with families, community organizations, and other interested parties to support the school- and district-specific mission, and to encourage and maintain a culture of reflective practice, high expectations, and continuous learning for all involved.

**Careers** — Graduates will be qualified to obtain certification as an administrator, receive management- and policy-related duties in PK-12 public school contexts. In general, graduates become leaders for teachers, subdirectors, and directors or seek administrative positions in organizations and agencies specializing in education. Similarly, graduates without certification normally seek leadership positions in private institutions and charter schools, as well as positions where they provide workforce development through training of education policy.

Administrative licensure is required for part- or full-time employment as a director, department head, or curriculum specialist.

**Program for certification** by the Puerto Rico Department of Education. Prior valid Puerto Rico teacher certification in another area required.

**Admission requirements:**

- Bachelor's degree and other School of Education requirements for Education Leadership programs (see Admission)
- Valid Puerto Rico teacher certification in another area.
- Three consecutive years of employment as a teacher.
- 3.0 GPA required to enter the program for certification; must be maintained throughout the program.

**Program and courses subject to change.**

**Program chair:** Stephen Maio, EdD  
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## MEd — Certification

**Program entry:**

GPA 3.00 required to enroll in the program. For certification as a director or school facilitator, the DEPR's criteria include possessing a regular teaching license.

**Practicum prerequisites:**

- Provide evidence of academic certification.
- Pass all courses with a grade of "B" or higher.
- Document having completed all the practicum hours in the corresponding certification course areas.

**Practicum**

Once all the prerequisites have been successfully completed, licensure candidates in one of the certification areas for the MEd in School Administration must complete a placement application to perform the Practicum and be approved by the Director. The candidate will be guided and assessed by a certified administrator practicing School Administration and a Cambridge College supervisor, the practicum includes documented evidence of practice, summary, and assessment of all the area-specific performance standards for certification: EAD790G Practicum for School Director PK-12

Note: The DEPR offers licensure for K-12 Director with no subdivision by level. Courses are assigned, so students have an opportunity to practice at the level that meets their needs and interests.

**Program completion**

To complete the program, candidates must have completed all the program entry requirements, practicum prerequisites, and the practicum, including the Independent Learning Project (ILP).

All candidates for certification in Puerto Rico must present an electronic portfolio to the seminar leader.

## MEd — Without Certification

If candidates do not want to obtain certification, they sign a document indicating that they understand that they will not be eligible to obtain certification after completing the degree. All program components are required even though certification by the Department of Education of Puerto Rico is not sought, except the practicum, which will be replaced by the Independent Learning Program course (EAD800).





Continued

## School Administration K-12 (Puerto Rico)

**All courses are offered in Spanish**

### Term 1

- EAD684 Selection, Development, & Supervision of Educational Personnel
- EAD712 Curriculum Development, Assessment & Improvement for the School Administrator

### Term 2

- EAD690 Finance & Business Administration for the School Administrator
- EAD688 Legal Aspects of School Administration
- MMG525 Statistical Decision Techniques for Managers

### Term 3

- EAD662 Contemporary Issues & Topics in Educational Administration
- EAD782 Organizational Change for School Leaders

### Term 4

- EAD600 Advanced Technologies in Education for Puerto Rico Administration
- ESP695 Laws & Regulations Pertaining to Special Education

Only for non-certification:

- EED623 Classroom Management Using Accelerated Learning

### Practicum Prerequisites

- Pass applicable Puerto Rico teacher test, PCMAS, if not already passed at undergraduate level.
- Pass all courses.

### Term 5

**Practicum**—Only for candidates seeking DEPR Director certificate:

- EAD790G Practicum for School Director PK-12 (3 credits)  
*must be taken concurrently with EAD694*
- EAD694 Professional Seminar IV (2 credits; includes *15-page paper on an action research issue related to practicum*)

All courses 3 credits except as noted.

