

## **Curriculum/Program Administrator**

The Curriculum/Program Administrator is defined by the Arkansas Department of Education (ADE) as an individual that is responsible for:

- (1) program development and administration, and/or;
- (2) employment evaluation decisions.

Requirements for the Curriculum/Program Administrator license may be accomplished with a program of study in educational administration. The license is granted by the Arkansas Department of Education (ADE) to the candidate to administer only in one of the following specialty areas offered at the University of Arkansas: Special Education and Curriculum Specialist. Enrollment in these licensure programs requires an earned bachelor's and current standard teaching licensure in the area of specialization. The internship must be completed in the specialty area and identified on his/her teaching license.

### **Admission Requirements**

To be admitted to the Curriculum/Program Administrator Licensure program of study, the candidate must submit an application to both the Graduate School and the Educational Leadership M.Ed. Program as outlined at <http://edle.uark.edu/admission-requirements.php>.

### **Requirements for Completion**

To complete and receive the Curriculum/Program Administrative License, the candidate must:

- Have at least four (4) years of teaching experience in the area of specialty represented by the license;
- Successfully complete the required program of study for the specialty area (15 graduate credit hours) and educational leadership core courses (15 credit hours);
- Successfully complete an internship experience;
- Successfully pass the School Leaders Licensure Assessment (SLLA);
- Successfully pass the Teacher Excellence and Support System (TESS) Exam for school administrators; and,
- Successfully complete a culminating portfolio experience.

### **Programs of Study**

The required leadership core courses constitute the standards associated with that body of knowledge and the application of appropriate skills and dispositions to be a successful school building leader/administrator. Candidates may present acceptable coursework for transfer credit by presenting official transcripts from an NCATE accredited and approved educational administration program of study. Candidates will complete required course projects and activities related to the area of specialization.

The following two programs of study are offered at the University of Arkansas:

**Program of Study for Curriculum Specialist (grade level P-12)**

**(30 credit hours)**

CIED 5453 Evaluation Techniques  
CIED 5423 Curriculum Reconstruction or CIED 5633 Analysis of Instruction  
CIED 5613 Contemporary Issues in Education  
CIED 6013 Curriculum Development  
CIED 674V Internship  
EDLE 5013 School Organization & Administration  
EDLE 5043 Ethical Leadership  
EDLE 5063 Instructional Leadership Planning & Supervision (course fee attached)  
EDLE 5083 Analytical Decision-Making  
EDLE 5093 Effective Leadership in School Settings

**Program of Study for Special Education Administrator (grade level P-12)**

**(30 credit hours)**

SPED 5733 Inclusive Practices for Diverse Populations  
SPED 5783 Professional and Family Partnerships  
SPED 5893 Organization/Administration of Special Education  
SPED 6433 Legal Aspects of Special Education  
CIED 532V Internship in Special Education  
EDLE 5013 School Organization & Administration  
EDLE 5043 Ethical Leadership  
EDLE 5063 Instructional Leadership Planning & Supervision (course fee attached)  
EDLE 5083 Analytical Decision-Making  
EDLE 5093 Effective Leadership in School Settings

**Please Note:**

- The courses that appear above in the two programs of study are not in a sequence of delivery.
- EDLE 5093 requires an additional fee to pay for a subscription fee to Teachscape – the only source of training modules and the Teacher Excellence and Support System (TESS) exam which is required for certification.