

Professional Reflections on Leadership for Learning

TO THE APPLICANT: This personal and professional statement will be used by the Doctoral Admissions Committee in the assessment of the merits of your application on several important dimensions including educational philosophy, professionalism, teaching effectiveness, leadership, writing and problem solving skills, and career aspirations.

Please prepare a *400-600* word statement that includes the following:

- Your personal and professional reflections on the state of teaching and learning in your school and the reforms that are needed to improve the effectiveness of student learning.
- An illustrative example of your initiative and leadership to implement school reforms and evidence of your success in improving student learning.
- Your expectations for how this doctoral program will improve your professional effectiveness, educational leadership, and career aspirations.
- Notable personal and professional strengths that you would bring to the program that could be of benefit to your peers in the Ed.D. cohort and to the success of KSU's doctoral program.

These Professional Reflections on Leadership for Learning must be included in your application packet.

Professional Profile

TO THE APPLICANT: Many of the items requested in this Professional Profile could be copied from your resume or vita. If you do so, however, please be sure to include all of the specific information requested, and present it in the prescribed order to facilitate the Admission Committee's assessment.

Profile Outline and Format

1. **Name and Contact Information.** Include cell phone and email address.
2. **Education.** Include all undergraduate and graduate degrees, showing the university, year earned, and major, beginning with the highest degree earned first. Also reference any coursework completed beyond these degrees.
3. **Professional Certifications.** List all educational certificates awarded for teaching, support services, and/or administration starting with those that are current. Identify the state, level and area of certification, and period of years in effect.
4. **Employment History.** Start with a summary statement of your career that includes the total number of years you have been employed as a professional educator in K-12 schools with a breakdown by school level and functional roles. Then, starting with your most current employment first and working backwards in time, list your position or job title, employer (school and district), year started/ended, and a brief description of responsibilities (including grades and subjects taught).
5. **Instructional Leadership Activities.** List activities and positions (with dates) such as chairing curriculum committees, providing professional development activities, implementing new teaching strategies, observing and providing developmental feedback to peers, mentoring colleagues, holding lead teacher or administrative positions, etc.
6. **Evidence of Teaching Effectiveness & Impact on Student Learning.** Cite relevant documentation and supporting data which demonstrates your effectiveness and impact as a facilitator of student learning.
7. **Professional Presentations and Publications.** List the standard identifying information for presentations, papers, and publications you have made for peer, school, district or professional groups. Grant proposals and project reports can be included.
8. **Professional Association Memberships.** List your memberships, participation, and leadership in professional educational organizations such as Professional Association of Georgia Educators (PAGE), Georgia Association of Educators (GAE), National Education Association (NEA), and other professional *education* associations.
9. **Academic and Professional Honors.** List any academic and/or professional honors that you have received as an educational professional or student. This could include teacher of the year, nomination for teacher of the year, graduating with honors, community awards, etc.
10. **Professional and Community Service.** List significant volunteer and service work that was of benefit to others. Although you should focus on the recent past, you can also include earlier activities that have had a substantial impact on others, such as foster parent, Peace Corp volunteer, Big Brother/Sister, Sunday School teacher, PTSA leader, etc.

The Personal Profile must be included in your application packet.

Request for Transfer Credit Consideration

TO THE APPLICANT: Up to 15 post-master's graduate semester hours of comparable transfer credit may be accepted by the Doctoral Admissions Committee toward completion of the requirements for the Ed.D. program at KSU. Transfer credit will not be accepted for the core course requirements that are central to the program's distinctive focus and to the development of the program's cohort experience. Consequently, transfer credit considerations will typically be restricted to courses in the concentration, guided electives, and the initial course in applied research methods. Decisions about the acceptability of transfer credit will be made on a case-by-case basis.

To request transfer credit consideration, complete the following information for each affected program requirement:

- Ed.D. Course at KSU for which Substitution is Requested (Number, Title, Credit Hours);
- Proposed Transfer Credit (Number, Title, Credit Hours, University, Year Completed);
- Rationale for equivalence including comparison of published course descriptions. (The syllabus of the transfer course may be requested if equivalence is not obvious.)

The Request for Transfer Credit Form must be included in your application packet.