

Doctor of Education (Ed.D.) in Leadership

Application Requirements

All applicants to the Doctor of Education (Ed.D.) in Leadership program must:

1. Hold a master's degree from an accredited or otherwise recognized institution
2. Provide a resume/C.V. that demonstrates two or more years in a leadership capacity
3. Provide three references with name, title, email, and phone contact information for professional, academic, or other associates who can attest to the student's ability to be successful in a doctoral program.
 - a. One reference must be a current supervisor.
 - b. For the Principal, Superintendent, and Program Administrator certifications, a second reference must be an Executive/District Administrator.
4. Submit responses to the Admissions Statement Questions
5. Provide proof of English proficiency according to established university policy
6. Complete an interview with a member of the program faculty. Note: You will be contacted to schedule an interview once all of the application materials have been submitted

Application Portfolio Requirements Checklist

- City University of Seattle online application (*www.cityu.edu* click "Apply Now")
- \$50.00 application fee (*submit with application*) **New Students Only**
- Copy of your official transcripts- mailed to CityU (*Transcript request form is available online at <http://www.cityu.edu/forms>*) unless CityU has these on file
- Three references with name, title, email, and phone contact information for colleagues or associates who can attest to your ability to perform successfully in a doctoral program (*In your email, please confirm that you approve and have informed your references that CityU's doctoral faculty will contact them directly*)
- Resume/C.V. that demonstrates two or more years of experience in a leadership capacity
- Admissions Statement Questions

Submission Guidelines

Email your three references, resume/C.V., and Admissions Statement responses to DoctoralAdmissions@CityU.edu

Which program(s) are you applying for (click the box or press the space bar to select):

- Doctor of Education (Ed.D.) in Leadership Program (if you select this option, please specify which of the following concentrations you plan to pursue
 - Organizational Leadership Concentration
 - Higher Education Concentration
 - Specialized Study Concentration
 - P-12 Educational Leadership Concentration (if you select this option, please specify which of the following certifications you plan to pursue)
 - Principal Certification
 - Superintendent Certification
 - Program Administrator Certification

Admissions Statement Questions

On a separate sheet of paper please answer the following questions. Please limit your answers to one or two paragraphs per short-essay question. Your answers to these questions provide the foundation for your admissions interview.

1. Describe your reasons for wanting to participate in this program. Describe one or more significant life experiences that have contributed to your aspirations.
2. If we asked your current supervisors and colleagues to identify your three greatest strengths, what would they tell us? What would they say are the three areas you need to work on and develop to become even more successful?
3. Describe your involvement in the leadership and improvement efforts within your organization, school, and/or district.
4. In what ways do you address the issue of diversity in your personal or professional work as a leader?
5. List the professional organizations to which you currently belong and the workshops or conferences you have attended during the past two years.
6. Describe an effective team of which you have been a member. Tell why it was effective and tell how you participated on this team.
7. Please feel free to give us any other information about yourself that will be important in evaluating your readiness for acceptance into this program.
8. **For students pursuing the Doctor of Education (Ed.D) in Leadership program:** Articulate your philosophy of leadership and critically evaluate how your life experiences have influenced your leadership philosophy. Incorporate your professional, academic, and research experiences.
9. **For students pursuing the Superintendent Certification:** Describe one major issue that school districts face and share how you as a superintendent would begin to address the issue. What caused the issue? What are the problems and barriers that must be overcome to solve it?
10. **For students pursuing the P-12 Educational Leadership concentration (Principal Certification, Program Administrator Certification, and Superintendent Certification):** Describe the school conditions that best facilitate student learning. Identify those strategies you use or would use to ensure maximum learning for all students.

Doctor of Education (Ed.D.) in Leadership

List of References for Admissions

Please list three professional/academic references, with their full name, title, phone number and email address. One reference must be a current supervisor. If you are applying for the Educational Leadership Concentration, one reference must be from an executive administrator.

Name of Reference: _____

Title: _____

Phone Number: _____

Email address: _____

Current Supervisor? YES NO

Name of Reference: _____

Title: _____

Phone Number: _____

Email address: _____

Executive/District Administrator? YES NO

Name of Reference: _____

Title: _____

Phone Number: _____

Email address: _____

By checking this box, I electronically agree that I have informed my references that they will be contacted, and I give you permission to contact them.