

A student must complete the course and credit requirements as defined on this curriculum sheet to qualify for the Letter of Eligibility for the Superintendent of Schools. Additional policies, procedures and requirements may be found in the current Graduate University Catalog.

**Admission Requirements:**

A master's degree in a field related to the student's preferred area of concentration from a regionally accredited institution with a GPA of 3.0 or higher.

**Credit Requirements:**

A minimum of 12 credits must be completed at Gwynedd Mercy University

A maximum of 6 credits can be transferred in prior to acceptance.

An evaluation of transcripts will be necessary to determine the required coursework.

**Grade Requirements**

The minimum major and cumulative GPA of 3.0, (B) average is required to remain in good standing. One grade of C+ is permitted but a 3.0 grade point average must be maintained throughout the program. Students may retake a maximum of 2 courses in which they earned a C or C+. Students may retake an individual course only one time. Students may not earn any grade below a C and remain in the program.

**PA Letter of Eligibility**

PDE requires 360 hours, 2 semesters, of central office practicum hours for Letter of Eligibility for Superintendent. PA requires 3 years of prior professional experience in an educational setting relating to the instructional process and evidence of satisfactory achievement on the required test for Letter of Eligibility.

**Courses for the Letter of Eligibility: 24 credits**

EDU 571	The Principalship	3			
EDU 574	School Law and Policy Issues	3			
EDU 576	Human Resources and Staff Development	3			
EDU 801	Educational Policy in Research and Practice in the US*	3			
EDU 821	The Superintendency	3			
EDU 822	School Boards & School District Governance	3			
EDU 828	School District Practicum I	3			
EDU 829	School District Practicum II	3			

\*Residency Course

Curriculum sheets for all education programs at Gwynedd Mercy University are subject to change pending program specific competency changes in certification by the PA Department of Education. New regulations in 22 PA Code Chapter 49 may result in changes for teacher education programs at Gwynedd Mercy University.

*Mary H. Van Bunt*