



Southwest Baptist University

Application for Admission to Educational Specialist

1600 University Avenue, Bolivar, MO 65613-2597

<http://www.SBUniv.edu> * 417-328-1700 * 800-792-4191 * FAX 417-328-1719

Southwest Baptist University is a Christ-centered, caring academic community preparing students to be servant leaders in a global society.

PLEASE PRINT IN INK OR TYPE

Social Security Number ____ - ____ - ____	This application is for: (Place an X in the appropriate box under each heading.)		
Date of Birth ____ / ____ / ____	Type of Application	Semester	Year
	<input type="checkbox"/> New Admission <input type="checkbox"/> Re-admission	<input type="checkbox"/> Fall (August) _____	
	Campus Location	<input type="checkbox"/> Spring (January)	
	<input type="checkbox"/> Bolivar <input type="checkbox"/> Pacific	<input type="checkbox"/> Summer (June)	

Full Legal Name Mr. Miss Ms. Mrs. (Circle Preference)

 Last First Middle Initial Former Name(s)

Mailing Address

 Street Address City State Zip Code County

Telephone (____) _____ - _____ Home (____) _____ - _____ Work/Other Email address _____	Racial/Ethnic <input type="checkbox"/> Black non-Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> White non-Hispanic <input type="checkbox"/> American Indian <input type="checkbox"/> Hispanic <input type="checkbox"/> Other	Are you a United States Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, are you a resident alien? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, VISA type _____
	Religion _____	

Teaching Certification

 State Level Type Date Issued Subject Fields Years of Experience

Administrative Certification

 State Level Type Date Issued Subject Fields Years of Experience

Current Employment

 Employer Position Dates Supervisor

Education

Previous College/University Attended	Major(s)	Degree Earned	Years Attended	Cumulative GPA
			to	
			to	
			to	
			to	

I hereby make application to Southwest Baptist University for admission to the graduate program for Educational Specialist.

Unclassified (to take courses **not** leading toward completion of a graduate degree)

Classified (to study with intent to earn an Ed.Sp. degree)

 Signature Date

Send all graduate application materials to:
 Office of Graduate Education
 Southwest Baptist University
 1600 University Avenue
 Bolivar, Missouri 65613

Specialist in Educational Administration Admission Requirements

There are two types of admission to the Educational Specialist program, full admission and provisional admission status. For a student to receive full admission status, they must demonstrate evidence of the following:

1. Have completed a Master's degree in school administration from an accredited institution or hold a valid certificate in school administration (transcripts must be sent directly from the university to SBU in order to be official);
2. Successful completion of the School Leaders Licensure Assessment (SLLA) or have on file, a Professional Development Plan outlining the candidates' goals and objectives in relationship to school administration;
3. Have a valid teaching certificate from an accredited institution (photocopy required for student file);
4. Have a minimum of 5 years teaching experience in public or private K-12 education;
5. Completion of the Graduate School Application form;
6. Completion of the Graduate School Questionnaire;
7. \$25.00 application fee (waived for SBU graduates).

Students entering the program without a Master's degree in school administration, but holding a Master's degree in a **certified** area must meet expectations 2-7 listed above, plus complete the following leveling courses before completing 12 hours of the specialist program:

1. Foundations of Educational Administration;
2. School Supervision;
3. Elementary/Secondary School Administration;
4. Elementary/Secondary School Curriculum;
5. Minimum of 3 hours of research at the master's level;
6. Minimum of 3 hours of educational psychology at the master's level;
7. Minimum 2-hour internship in school administration at the building level.

Students wishing to enter the program holding a Master's degree in Teaching but not in a certified area must complete the coursework for certification as a building level administrator.

Please have transcripts sent to:

Southwest Baptist University
Office of Graduate Studies in Education
Attn: Susan Cooper
1600 University Avenue
Bolivar, MO 65613



Southwest Baptist University

Graduate Applicant Questionnaire for Educational Specialist

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Name of Applicant _____ Social Security Number _____ - _____ - _____
Date _____

1. When were you last enrolled in undergraduate or graduate coursework?

	Dates of Enrollment	Degree Earned
Undergraduate	_____	_____
Graduate	_____	_____

2. Why have you chosen SBU for your graduate study?

3. Please indicate the semester and year you plan to begin your degree program:

Semester Year
 Fall (August) Spring (January) Summer (June) _____

4. Are you aware of any special help that you may need to complete the program? If so, please explain.

**GRADUATE APPLICANT
QUESTIONNAIRE AND RESPONSE**
Specialist in Educational Administration

5. During which summer semester do you plan to complete your Research and Statistics course?

6. Are you a member of any professional organization? If yes, please list:

Yes No

1. _____
2. _____
3. _____
4. _____

7. Please rate yourself on each of the following (10 is highest):

	Low	High
Reading comprehension	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Writing ability	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Computer skills (e.g. Internet usage, webpage design, etc)	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Library search (ERIC, etc)	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Research skills	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Access to current education journals	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Management skills	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Interpersonal skills	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10

8. Do you plan to transfer graduate credits from other colleges and/or universities for the completion of the Specialist degree? If so, please list each course below. NOTE: Courses will be evaluated after transcripts are received. You will be notified as to which courses were accepted. (Transfer of EAD courses must be from state approved Educational Administration programs.)

Course Title	Semester Hours	Institution where completed	*Year Completed
_____	_____	_____	19_____
_____	_____	_____	19_____
_____	_____	_____	19_____
_____	_____	_____	19_____

* must have been completed within the last 7 years

9. DIRECTIONS: In your own handwriting, please respond to the following question. Write in a straightforward way, directly to the questions. Proofread your responses and make any necessary corrections. Please be aware that there are no correct or incorrect answers. The graduate admissions committee members will read your response to get some identification of your ability to organize and express your thoughts in writing.

A. What is your long range vocational objective, and how is it related to graduate study at SBU? (Use the back of this sheet if more space is required.)

B. What is your philosophy of educational administration? (Use the back of this sheet if more space is required.)

Signature

Date