After finishing the licensure portion of the program, students must complete 12 additional hours in the Department of Educational Leadership & Policy to complete requirements for a Master’s of Education in Teacher Leadership.

**Licensure Hours: 58 minimum**
(see the Secondary Licensure Program with Master’s of Education program packet for details)

**Advanced Graduate Requirements**
choose 4 of the 5 options below

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester</th>
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</thead>
<tbody>
<tr>
<td>ELP 6210 Leading Schools (3)</td>
<td>Summer Semester</td>
</tr>
<tr>
<td>ELP 6110 Understanding &amp; Leading Organizational Change (3)</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>ELP 6310 Instructional Leadership (3)</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>ELP 6450 The Politics of Education (3)</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>ELP 6480 Leadership, Diversity and Social Justice (3)</td>
<td>Summer Semester</td>
</tr>
</tbody>
</table>

**Total Program Hours: 70 minimum**

Students choosing to receive a master’s degree in Teacher Leadership through ELP have the option to re-enter the M.Ed. program in ELP within five years of graduation to complete administrative licensure as a non-degree seeking student (financial aid may or may not be available).

**ELP APPLICATION PROCEDURES**

**Educational Leadership & Policy**
Application Deadline: JANUARY 15TH
to begin Summer or Fall semester
www.elp.utah.edu

**Urban Institute for Teacher Education**
Application Deadline: FEBRUARY 1ST
www.uite.utah.edu

Prospective graduate students apply for admission through the University of Utah Apply Yourself (AY) online application system at http://admissions.utah.edu/graduate/ or through the ELP department website at www.elp.utah.edu. NOTE: We do not require a GRE test score for admissions.

IMPORTANT: Under the Program Information section on the AY application, first choose your program of interest, which is Educational Ldrship & Policy MEd. Then choose your area of emphasis – PreK12 Teacher Leadership.

In addition to completing the AY online application; under the Academic Interests and Background section on the AY application you will need to upload the following:

1. Copies of transcripts from all colleges and universities attended. If admitted, official copies must be submitted to the U of U Admissions Office for verification.
2. Resume that includes educational and any leadership experience.
3. Statement of Purpose that addresses the following: What are your educational goals, and what is the role of this program in helping you achieve them? What further contributions do you expect to make to the field of education after completing this program? Please limit your response to 250 words or less.
4. Writing Sample -- The Educational Leadership and Policy Department places a strong emphasis on school transformation and preparing educators to become change agents. Explain how you envision your role as a change agent in education and how you would address issues of access, equity, and diversity for students. Please limit your response to 500 words or less.
5. Letters of Recommendation – You may choose to use the same letters of recommendation for both the UITE and ELP application. Please provide an electronic copy to the ELP department no later than January 15. This can NOT be done through the AY application website.
Applicants are responsible to ensure that all application materials are provided on or prior to the application deadline of January 15th. Applications that are incomplete at the application deadline will not be considered.

If you have questions or concerns at any time please contact our Academic Coordinator, Marilynn Howard, at 801-581-6714 or marilynn.howard@utah.edu.

**ELP ADMISSIONS POLICIES**

**Minimum Standards for Application:** Applicants must fulfill all requirements of the University of Utah Graduate School in order to be considered for a masters’ in Teacher Leadership in the ELP department. In addition, applicants applying for simultaneous secondary licensure and M.Ed. in Teacher Leadership must be accepted into the UITE department as a condition of acceptance into ELP.

**Incomplete Applications:** The ELP department is not responsible for any materials missing from application files. Complete files will be reviewed by the Admissions Committee. It is the responsibility of each applicant to ensure that all admissions materials, including all application items listed above and letters of recommendation are submitted prior to the deadline of January 15th. Incomplete files may not be reviewed.

**Deadlines and Notification:** Applications are accepted once a year: deadline is January 15th. Applicants will be notified, in writing, whether or not they have been accepted into the Teacher Leadership master’s program approximately 6-8 weeks after the deadline. Names of accepted applicants will be forwarded to the Urban Institute for Teacher Education.

**Application Files:** Application files become the property of the ELP Department and will not be returned to the applicant, nor can any part of the file be forwarded for scholarship application purposes, including letters of recommendation.

**Nondiscrimination Policy:** The University of Utah is fully committed to policies of nondiscrimination and equal opportunity, and vigorously pursues affirmative action in all programs, activities, and employment with regard to race, color, national origin, sex, age, and status as a person with a disability. Religion, sexual orientation, and status as a disabled veteran or veteran of the Vietnam era also are protected under nondiscrimination and equal opportunity employment policies. The University seeks to provide equal access to all programs, services, and activities for people with disabilities. Reasonable prior notice is needed to arrange accommodations. Evidence of practices not consistent with these policies should be reported to the Office of Equal Opportunity and Affirmative Action, 801-581-8365 (voice or TDD). Upon request, this information is available in alternative formats, such as cassette, Braille, or large print.