



MEMORANDUM OF UNDERSTANDING

APPLICANTS SEEKING ADMINISTRATOR LICENSURE

ED.S./SLA - SCHOOL LEADERSHIP & ADMINISTRATION

By signing this *Memorandum of Understanding Form* regarding School Administrator Licensure/Certification, I am aware and completely understand that the Belhaven University Graduate School of Education **does not guarantee that I will automatically be eligible for elementary/secondary school administrator education licensure or certification within any state other than Mississippi.***

As a candidate in the Education Specialist School Leadership & Administration program, (Ed.S./SLA), **I understand that I am responsible for contacting my State Department of Education and/or State Licensure Board to ascertain the requirements for obtaining a School Administrator’s license/certification in my state of residence or the state in which I desire to become a School Administrator.** I understand that it is my responsibility to verify that the Belhaven University School of Education’s degree for School Administration will be recognized by the State Department of Education for School Administrator Licensure, as well as confirm whether or not this degree will lead to a pay increase.

I understand that the Belhaven University Graduate School of Education Master of Education Degree in School Leadership & Supervision is in alignment with the Professional Standards for Educational Leadership (PSEL), the National Educational Leadership Preparation Standards (NELP), as well as the Mississippi Educator & Administrator Professional Growth Standards. The program does not address any additional requirements for standards for School Administrator Licensure other than the requirements as outlined and required by the Mississippi Department of Education.

I understand that I will be required to have an agreement with a school and/or school district in the state in which I plan to be licensed in order to fulfill and complete my Clinical Administrator Internship hours. I understand I will be required to have either a minimum of 320 Clinical Internship hours as required by the Belhaven School of Education program or sufficient hours to meet the state requirements in which I am seeking licensure, whichever is higher.

Regardless of the state for which I make application for an Administrator License, I understand that I will be required to take and successfully complete the School Leader Licensure Assessment (SLLA) or any other test required in a state before the Belhaven University School of Education will be able recommend me for licensure. Final tests and or assessments are not a requirement of the Belhaven University Graduate School of Education degree program completion, but are required by many State Departments of Education for licensure/certification.

As a candidate in the Education Specialist School Leadership & Supervision Licensure Degree program, I acknowledge that I have read and understand the requirements for school leadership/principal licensure. I personally assume all responsibilities for ascertaining the licensure requirements in my state. I also agree that I will not hold Belhaven University responsible for addressing requirements for my state of residence or the state in which I plan to obtain an administrator license.

***OUT-OF-STATE APPLICANTS & CANDIDATES REGARDING EDUCATOR LICENSURE:** *The Belhaven University Educator Licensure Preparation Programs are in compliance with Federal Regulation: 34 CFR 668.43 (a) (5) (v) and 34 CFR 668.43 (c), requiring disclosures by institutions regarding educational requirements for programs leading to professional licensure or certification regardless of modality. The Belhaven University School of Education has made No Determination as to whether Belhaven’s Educator Preparation Programs and curriculum meet other state educational requirements for educator licensure other than those educator licensure programs approved by the state of Mississippi. All of the Belhaven University School of Education educator preparation degree programs leading to educator licensure have been approved by the Mississippi Department of Education. The Belhaven University School of Education’s Educator Preparation Licensure Programs **do not** automatically qualify out of state candidates for educator licensure, certification upgrade, endorsement, or pay increase within their state of residence or state of their employment. Out-of-state candidates are responsible for ascertaining the requirements for licensure, endorsement, or pay increase in the state where they seek employment or licensure.*

Print Name: _____

Signature: _____

Date: _____