



BELHAVEN UNIVERSITY SCHOOL OF EDUCATION

Educator as Servant Leader
Learning to Lead – Leading to Serve

GRADUATE PROGRAMS

**MEMORANDUM OF UNDERSTANDING
APPLICANTS SEEKING ADMINISTRATOR LICENSURE**

M.ED./SLA/ADM LICENSURE - SCHOOL LEADERSHIP & ADMINISTRATOR

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 Master of Education School Leadership & Supervision Administration program, (M.Ed./ADM), **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 Master of Education School Leadership & Supervision Administration 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.

Print Name: _____

Signature: _____

Date: _____

1.2020