

District Level Administrator

The Arkansas Department of Education requires a District Level Administrator license for employment as an Assistant Superintendent, Associate Superintendent, Deputy Superintendent or Superintendent in any Arkansas public school district. Requirements for the District Level Administrator license may be accomplished with an in-depth program of study in educational administration. Enrollment in the District Level Administrator licensure program requires an earned Master’s Degree and a current Building Level Administrator License. The internship must be completed in P-12 settings.

Admission Requirements

To be admitted to the District Level Administrator Licensure program of study, the candidate must submit an application to both the Graduate School and the Educational Leadership Program as outlined at <http://edle.uark.edu/admission-requirements.php>.

Requirements for Completion

To complete and receive the District Level Administrative license, the candidate must:

- Have an advanced graduate degree or an advanced program of study based on the current leadership standards for District Level Administrators;
- Have a Building Level Administrator license.
- Successfully complete the required program of study educational leadership core courses (18 credit hours);
 - Successfully complete an internship experience;
 - Successfully pass the School Superintendent Assessment (minimum score of 160);
 - Successfully complete a culminating portfolio experience.

Program of Study

The required leadership core courses constitute the standards associated with that body of knowledge and the application of appropriate skills and dispositions to be a successful school district leader/administrator. Candidates may present acceptable coursework for transfer credit by presenting official transcripts from an NCATE accredited and approved educational administration program of study. Candidates will complete required course projects and activities related to district level leadership.

Program of Study for District Level Administrator (grade level P-12) (18 credit hours)

Fall 1	
EDLE 6093 Governance	3 hrs.
Spring	
EDLE 6103 School Finance	3 hrs.
Summer – Session I	
EDLE 6023 School Facilities Planning and Management	3 hrs.
EDLE 6173 School Business Management	3 hrs.
Summer – Session II	
EDLE 6053 School-Community Relations	3 hrs.
Fall 2	
EDLE 674V Internship	3 hrs.
Total Credit Hours	18 hrs.