CURRICULUM GUIDE SUPPLEMENT
K-12 Educational Leadership Specialization

OVERVIEW

Students admitted to the K-12 Educational Leadership specialization complete all requirements for KAMs 1, 2, and 3 as specified in the curriculum for this specialization. The specialized KAM curriculum is delivered through completion of on-line courses.

Students complete a Program of Study (POS) form in conjunction with their Professional Development Plan (PDP) to identify and sequence the specific on-line courses that comprise the advanced/specialized curriculum in K-12 Educational Leadership.

Degree requirements and course descriptions are outlined in the Walden University Catalog.

FREQUENTLY ASKED QUESTIONS

< Where do I find the Program of Study (POS) form?

The POS form can be obtained from the Walden University web site. Open your program web page at http://www.waldenu.edu/acad-prog/educphd/index.html Under the Student Services heading, click on Find Forms. Click on your program and open the Program of Study form for the K-12 Educational Leadership specialization.

< How do I know which courses to select?

Review the K-12 Educational Leadership Specialization requirements and the course descriptions and think carefully about your learning goal(s) will be for your Ph.D. Consult with your first year advisor and identify the courses that will be most beneficial to you in meeting your learning goals, taking into consideration any courses you may be thinking about transferring from another institution. The Education division transfer of credit policy may be reviewed on the web at: http://www.waldenu.edu/forms/educ_phd.html

< Where do I find course descriptions?

Course descriptions can be found in the Walden University Catalog beginning on page 31.
Is there a recommended sequence of KAMs and courses?

There is no recommended sequence, save for the University's normal requirements, e.g. that KAMs 1-3 can be completed in any order. Although, individual circumstances might cause your First Year Advisor to make other recommendations, we strongly recommend that you complete at least one KAM before embarking on any course work.

Your program of study, consisting of KAMs, courses you may transfer, courses you will take, residencies, and the dissertation, should be carefully planned between you and your First Year Advisor to meet your learning goals and to account for strengths or deficiencies in your educational background. Since no two students come to the program with the same proficiencies, each program of study will be slightly different. The result is a sequence of program components that is individualized.

To assist you in preparing your program of study, you may wish to refer to the anticipated course schedule for upcoming quarters which can be found on the Walden University web site:

http://www.waldenu.edu/register/

How do I apply for transfer credit?

You may have some previously earned graduate credits that could transfer into the Adult Education Leadership program. Criteria for transfer credit can be obtained from the Walden University web site or in your 2001-2002 Catalog on pages 162-165. The Education division transfer of credit policy may be reviewed at: http://www.waldenu.edu/forms/educ_phd.html, then click on the Transfer of Credit Policy and Transfer of Credit Request Form.

In order to have previously completed graduate course work considered for transfer credit, you need to complete the Transfer Credit section of the POS form and submit it along with all supporting documentation to your first year advisor. Supporting documentation for transfer credit includes, at a minimum, a copy of the original catalog course description. The First Year Advisor may require copies of original course syllabi if the course description is too vague.

You are encouraged to assess prior graduate courses in light of the K-12 Educational Leadership course requirements and your overall goals for Ph.D. study. Complete course descriptions can be found in the Walden University Catalog beginning on page 31.

Final decisions regarding transfer credit are made by the program director.
< **When can I take my first course?**

You may begin taking courses as soon as you have matriculated in the Walden program and filed an appropriate POS and PDP which identifies you as a K-12 Educational Leadership student. You will register and participate in courses according to the sequence established in your POS. You are strongly encouraged to complete your initial KAM prior to taking course work other than SBSF 8417 (the first course of the Foundation Research Sequence).

< **What is the minimum and maximum number of courses I can take each quarter?**

There is no minimum or maximum. Students hard at work on a foundation KAM, for example, may elect to take no courses in a particular quarter. We advise (but do not require) that you take a maximum of two courses in a quarter, as experience has shown that to be a significant load for those who are working full-time jobs.

< **How do I register for courses?**

Registration is conducted through the Walden University web site. Detailed information about course offerings and the registration process is available at: http://www.waldenu.edu/register/

Please note: the e-registrar Walden web site requires a different password than other Walden web sites. You will enter your Walden email username without @waldenu.edu. (For example, my user name is "amiller" because my e-mail address is amiller@waldenu.edu.) Your e-registrar password is the last four digits of your social security number. International students who do not have a US social security number should contact a member of the Registration Team to confirm a password. The Registration Team can be reached at 1-800-925-3368 or via email at reghelp@waldenu.edu.

< **Does my tuition increase during quarters when I am taking on-line courses?**

No. Students in the K-12 Educational Leadership specialization pay the fixed KAM quarterly tuition every quarter, not a per credit or per course tuition. You are free to enroll in courses during any quarter without additional tuition payment.

< **What is the minimum time to degree completion?**

Minimum enrollment ranges from 8 to 10 quarters, depending upon the number of transfer credits awarded, if any. Enrollment policies are explained in the Walden University Catalog.
What is considered acceptable progress for the first year?

Academic progress standards are outlined in the *Walden University Catalog*. Refer to the *Catalog* and your *Orientation* and *Start-up Guide* for important details about these minimum first year requirements. At a minimum, you are expected to complete:

- a New Student Orientation Residency,
- your PDP and POS,
- WIN 1,
- an initial Learning Agreement with 2 assessors approval,
- the online research seminar SBSF 8417 and
- either a KAM, with 2 assessors approval, or 14 Walden course credits, in addition to SBSF 8417.

You must have an approved KAM on file with 2 assessors approval by the time you have been enrolled for 18 months.

Please keep in mind that there is no requirement that any K-12 Educational Leadership course work be completed during the first year.

Further Questions?

Your first year advisor or an academic counselor in the Office of Academic Affairs should be able to assist you with any questions that remain.