

Admission Criteria
Ed.D. in Educational Leadership, P-12 School Administration

Candidates for admission to the Ed.D. in Educational Leadership with specialization in P-12 School Administration will submit the following criteria:

- Application Form: A completed application form submitted in a timely manner
- Application Fee: A nonrefundable application fee of \$50. Checks should be made to Union University.
- Official Transcripts: Official transcripts for ALL regionally accredited undergraduate and graduate schools attended. The minimum requirement for admission is an official Master's degree transcript from a regionally accredited college/university with a minimum GPA of 3.20. In addition, students must ensure that transcripts received from non-US institutions are translated and evaluated by a recognized agency, and forwarded directly to Union University.
- Test Requirements: Official test scores for the GRE must be forwarded to Union University (Institution Code: 1826), reflecting scores for all three sections of the GRE (verbal, quantitative, and writing). Results must be current within the last five years. For all applicants who are not native English speakers, a TOEFL test is required and official test scores must be forwarded to Union University (Institution Code: 1826).
- Documentation of at least five years of relevant professional experience in the Education sector. Please submit current resume or curriculum vita.
- Career Aspiration Essay: Students must submit an essay, typewritten and not to exceed 750 words, that addresses their reasons for seeking this particular degree and degree program, their leadership career aspirations, and their future professional goals.
- Recommendations: Each student must submit three letters of recommendation—one from her/his employer, one from a professor from his/her Master's program, and one from a professional contact. Letters of recommendation must be mailed directly to Union University.
- Interview: Once the application has been reviewed, students may be scheduled for a personal interview.
- Leadership Role: Students are expected to have served a minimum of two years in a leadership position.
- Teacher Licensure: Students applying for admission for the Ed.D. in Educational Leadership with a specialization in P-12 School Administration must provide proof of teacher licensure.
- Completed Applications: Applications, fees, and supplementary materials should be sent to one of the following locations:

Union University Box 1876
Office of Graduate Studies in Education
1050 Union University
Jackson, TN 38305-3697

Union University Germantown
Office of Graduate Studies in Education
2745 Hacks Cross Road
Germantown, TN 38138

Notification: Each student will be notified in writing of the decision regarding his/her admittance into the program.