**PhD Education, Leadership in Educational Administration**

*Disclaimer: State licensing boards review each applicant's completed education, exam scores, supervised experience, criminal history, and application materials at the time of license application to determine eligibility. Capella University cannot guarantee licensure, it is your responsibility to ensure that you meet all of your state's requirements.*

*Disclaimer: Capella's programs are not designed for and will not lead to any teaching license or certificate in any state. Capella's programs will not help graduates move from a temporary or provisional license to a permanent or professional-type teaching license or certificate.*

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<td>Alabama</td>
<td>Principal/Superintendent</td>
<td>Alabama requires out-of-state applicants to obtain an out-of-state license and 3 years of full-time professional educational work experience in another state before applying to Alabama. Capella graduates are not eligible for an Alabama license without obtaining 3 years of experience as a principal or superintendent in another state first.</td>
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</table>
| Alaska    | Principal/Superintendent Administration Endorsement | **Principal Endorsement:**
Arizona accepts completion of a state-approved master’s degree or higher in school administration at the principal level that meets CAEP standards from a regionally accredited university.

Applications must have at least 3 years of experience as a teacher or special service provider.

Alaska learners will need to complete 3 semester hours of approved Alaska studies coursework and 3 semester hours of Alaska multicultural coursework outside of Capella. This can be completed post-degree.

**Superintendent Endorsement:**

Alabama accepts completion of a state-approved master’s degree or higher in school administration at the superintendent level that meets CAEP standards from a regionally accredited university.

Applications must have at least 5 years of experience, which includes at least 3 years of experience as a teacher or special service provider, and 1 year of experience as an administrator.

Alaska learners will need to complete 3 semester hours of approved Alaska studies coursework and 3 semester hours of Alaska multicultural coursework outside of Capella. This can be completed post-degree. |
| Arizona   | Principal Certificate (PK-12) or Superintendent Certificate (PK-12) | **Principal Certificate:**
Arizona accepts completion of a master's degree or higher with at least 45 quarter credits in educational administration for principals from a regionally accredited university.

Applications must have at least 3 years of teaching experience.

Capella’s PhD in LEA program is approved by Arizona for Principal certification preparation.

**Superintendent Certificate:**
Arizona accepts completion of a master’s degree or higher with at least 90 quarter credits in educational administration for superintendents from a regionally accredited university.

Applications must have at least 3 years of teaching or related education services experience.

Capella’s PhD in LEA program is approved by Arizona for Superintendent certification preparation. |
<p>| Arkansas  | N/A                                      | As of October 30, 2014, Capella is not accepting applications from Arkansas residents for Capella’s EdS or PhD in Educational with a specialization in Leadership and Education Administration. |</p>
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<td>California</td>
<td>Administrative Services credential</td>
<td>California accepts completion of an out of state-approved administration preparation program from a regionally accredited university for the Administrative Services Credential. Applicants must have at least 5 years of teaching or pupil personnel service experience. California learners will need to earn an Arizona or Minnesota administrator license before applying to California through reciprocity.</td>
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<td>Colorado</td>
<td>Principal or Administrator License</td>
<td>Colorado accepts completion of a state-approved graduate program for the preparation of principals (school leader) or administrators (district leader). Applicants must have at least three years of licensed teaching experience.</td>
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<td>Connecticut</td>
<td>Initial Educator Certificate for Intermediate Administrator or Supervisor (Principal)</td>
<td>Connecticut accepts a master's degree from an approved institution and 27 quarter credit beyond the master's degree. Applicants must have 50 school months of successful teaching experience or service.</td>
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<td></td>
<td>Initial Educator Certificate for Superintendent of Schools</td>
<td>Connecticut accepts a master's degree from an approved institution and 45 quarter credit beyond the master's degree. Applicants must have 80 school months of successful teaching experience or service, including 30 school months of full-time administrative or supervisory experience. For both certificates: Applicants need graduate course work in each of the following content areas: Psychological and pedagogical foundations of learning, Curriculum development and program monitoring, School administration, Personnel evaluation and supervision, Contemporary education problems and solutions. Capella's programs do not cover Psychological and pedagogical foundations of learning, or curriculum development and program monitoring. Learners should review his or her master's level and other graduate coursework to ensure he or she has courses in those required content areas.</td>
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<td>Delaware</td>
<td>School Principal or Superintendent</td>
<td>Principal: Delaware accepts completion of a CAEP accredited master's degree or higher in educational leadership from a regionally accredited university. Applicants must have at least 5 years of teaching experience. Superintendent: Delaware accepts completion of a CAEP accredited doctoral degree in educational leadership from a regionally accredited university. Applicants must have five years of teaching experience, and two years of full-time leadership experience.</td>
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<td>State</td>
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<td>District of Columbia</td>
<td>School Administrator (principal)</td>
<td>The District of Columbia accepts completion of a graduate degree from a regionally accredited university. Applicants must have at least 2 years of teaching experience. The District of Columbia does not offer a Superintendent license.</td>
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<tr>
<td>Florida</td>
<td>Principal</td>
<td>Contact the Florida Department of Education for information on how out-of-state approved principal or superintendent programs can fulfill their requirements.</td>
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<tr>
<td>Georgia</td>
<td>N/A</td>
<td>Georgia requires completion of a Georgia Professional Standards Commission-approved program. Capella's EdS or PhD in Leadership in Educational Administration will not meet Georgia's licensure requirements.</td>
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<tr>
<td>Hawaii</td>
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<td>Hawaii has a unique system of selecting and preparing school administrators. Check with the Hawaii Department of Education for details. Capella's program will not meet Hawaii's school-level educational officer requirements.</td>
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</tbody>
</table>
| Idaho         | Administrator Certificate, Principal or Superintendent Endorsement | **School Principal:**
Idaho accepts completion of a master's degree or higher in school administration for the preparation of school principals at a regionally accredited university.
Applicants must have at least 4 years of teaching experience.

**Superintendent:**
Idaho accepts completion of an educational specialist or doctoral degree for the preparation of school superintendents from a regionally accredited university.
Applicants must have at least 4 years of teaching experience. |
| Illinois      | Principal or Superintendent endorsement | Illinois accepts completion of a master's degree, or higher, in a state-approved administrator preparation program from a regionally accredited university. Illinois requires specific coursework in three areas that are not included in Capella's program. Learners need to add these courses to meet licensing requirements:
1. Cross-categorical methods of the exceptional child: ED5707 - Instruction for Students with Disabilities (4 quarter credits)
2. Methods of reading and reading in the content area: (Choose one course) ED5551 - Developing Fluent Readers (3 quarter credits), ED5552 - Teaching Comprehension Strategies (3 quarter credits), ED5554 - Sociocultural Context of Reading Instruction (3 quarter credits)
3. ESL/bilingual methods: ED5728 - Methods, Curriculum, and Materials for English Language Learners (4 quarter credits)

**Principal:** Applicants must have four years of teaching experience

**Superintendent:** Applicants must have four years of teaching experience and two years of experience working full-time in a general administrative position or as a principal, director of special education or chief school business official. |
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| Indiana   | Building (Principal) or District (Superintendent) Level Administrator License | **Building Level Administrator (Principal):**  
Indiana accepts completion of a state-approved master’s degree from a regionally accredited university.  
Applicants must have at least 2 years of teaching experience.  

**District Level Administrator (Superintendent):**  
Indiana accepts completion of an education specialist degree or higher from a regionally accredited university.  
Applicants must have at least 2 years of teaching experience. |
|           | Iowa Principal or Superintendent | **Principal:**  
Iowa accepts completion of a state-approved master's degree or higher in administrative preparation from a regionally accredited university.  
Iowa requires the fieldwork experience to include special education administration experience.  

**Superintendent:**  
Iowa accepts completion of a state-approved specialist degree or higher in administrative preparation from a regionally accredited university.  

**Both:**  
Applicants must have at least 3 years of licensed teaching experience.  
Iowa learners will need to earn:  
If in the EdS: a Minnesota administrator license before applying in Iowa.  
If in the PhD: either an Arizona or Minnesota administrator license before applying in Iowa. |
| Kansas    | Building Leadership/Principal or District Leadership/Superintendent (PK-12) | Kansas accepts a graduate degree in school leadership, with a GPA of 3.25.  
Kansas also requires out-of-state learners to obtain an out-of-state license. Kansas learners will need to earn:  
If in the EdS: a Minnesota administrator license before applying in Kansas.  
If in the PhD: either an Arizona or Minnesota administrator license before applying in Kansas. |
| Kentucky  | N/A                           | These programs have not been reviewed or approved by the Kentucky Education Professional Standards Board (ESPB). Kentucky residents are not eligible for certification, endorsement, rank change, licensure, renewal, etc. if the program has not been reviewed or approved by the ESPB. |
| Louisiana | Principal (via Educational Leader Level 1 Certificate)/School Superintendent (via Educational Leader Level 3 Certificate) | **Educational Leader Level 1 (for Principal):**  
Louisiana accepts completion of a graduate degree in educational leadership from a regionally accredited university.  
Applicants must hold a Louisiana Type B or Level 2 teaching certificate.  
Applicants must have at least 3 years of teaching experience.  

**Educational Leader Level 3 (for Superintendent):**  
Applicants must hold a Louisiana Educational Leader Level 2 certificate.  
Applicants must have at least 5 years of teaching experience and 5 years of administrative and management experience. |
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| **Maine**  | Building Administrator (Principal)/Superintendent | *Building Administrator (for Principal):*
Maine accepts completion of a master’s degree or higher from a regionally accredited university, with specific coursework.
Maine learners will need to complete coursework in Teaching Exceptional Students in the Regular Classroom and Federal and Maine Civil Rights Laws outside of Capella. This can be complete post-degree.
Applicants must have at least 3 years of teaching experience.

*Superintendent:*
Maine accepts completion of a master's degree or higher from a regionally accredited university, with specific coursework.
Maine learners will need to complete coursework in Teaching Exceptional Students in the Regular Classroom and Federal and Maine Civil Rights Laws outside of Capella. This can be complete post-degree.
Applicants must have at least 3 years of teaching experience and 3 years of administrative experience.

| **Maryland** | Administrator I Certificate - Principal/Superintendent | *Administrator II (principal):*
Maryland accepts completion of a state-approved master’s degree or higher that leads to certification as a principal from a regionally accredited university.
Applicants must have at least 27 months of teaching experience.

*Superintendent II:*
Maryland accepts completion of a state-approved master's degree or higher that leads to certification as a superintendent from a regionally accredited university.
Applicants must have at least 27 months of teaching experience and 24 months of administrative and supervisory experience.

| **Massachusetts** | Principal (PK-5, 6-8 and 9-12) and Superintendent | *Principal:*
Massachusetts accepts completion of a state-approved graduate degree program in a state which has signed the NASDTEC Interstate Agreement.
Massachusetts requires a practicum of at least 500 hours. Massachusetts learners will need to add 250 hours to their clinical experience to meet Massachusetts’s requirements.
Massachusetts requires applicants to hold a MA Sheltered English Immersion Administrator or Teacher Endorsement.
Applicants must have at least 3 years of experience in an executive management/leadership role.

*Superintendent:*
Massachusetts accepts completion of a state-approved graduate degree program in a state which has signed the NASDTEC Interstate Agreement.
Massachusetts requires a practicum of at least 500 hours. Massachusetts learners will need to add 250 hours to their clinical experience to meet Massachusetts’s requirements.
Massachusetts requires applicants to hold an initial license in another educational role or Provisional Superintendent/Assistant Superintendent license.
Applicants must have at least 3 years of experience in a district-wide, school-based, or other educational setting.
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<td>Michigan</td>
<td>Elementary/Secondary Building Administrator or Central Office</td>
<td><strong>School Administrator with PK-12 Building Endorsement (principal):</strong> Michigan accepts completion of a state-approved master's degree or higher in school administration preparation from a regionally accredited university. <strong>School Administrator with Central Office Endorsement (superintendent):</strong> Michigan accepts completion of a state-approved specialist degree or higher in school administration preparation from a regionally accredited university.</td>
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<tr>
<td>Minnesota</td>
<td>Principal/Superintendent</td>
<td><strong>Both Principal and Superintendent:</strong> Minnesota accepts completion of Minnesota-approved specialist or doctoral program from a regionally accredited university. Capella’s EdS and PhD in Leadership in Educational Administration are each approved by Minnesota’s Board of State Administrators. Minnesota learners will need to complete at least 40 hours of internship at each school level: elementary, middle/junior, and high school. Applicants must have at least 3 years of teaching experience.</td>
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<tr>
<td>Mississippi</td>
<td>Administrator License</td>
<td>Mississippi accepts completion of a state-approved specialist or doctoral degree in educational administration/leadership from a regionally accredited university. Mississippi requires applicants to hold a five year educator license. Applicants must have at least 3 years of teaching experience.</td>
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<tr>
<td>Missouri</td>
<td>Principal/Superintendent</td>
<td><strong>Principal (Elementary and Secondary):</strong> Missouri accepts completion of a state-approved master’s degree or higher in educational leadership for the preparation of principals. Missouri recommends that out-of-state applicants first obtain the out-of-state license. Missouri learners should first obtain an Arizona principal certificate before applying in Missouri. Applicants must have at least 2 years of teaching experience. <strong>Superintendents:</strong> Missouri accepts completion of a state-approved education specialist or doctoral degree in educational leadership for the preparation of superintendents. Missouri recommends that out-of-state applicants first obtain the out-of-state license. Missouri learners will need to earn: If in the EdS: a Minnesota administrator license before applying in Missouri. If in the PhD: either an Arizona or Minnesota administrator license before applying in Missouri. Applicants must have at least 3 years of building- or district-level administrative experience.</td>
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| Montana   | Principal (Elementary, Secondary, or K-12) Endorsement | **Principal:**
Montana accepts completion of a CAEP accredited and state-approved master's degree or higher in educational leadership for principals. Montana learners must complete 3 semester credits of Montana school law including special education law. Montana learners will need to complete this course outside of Capella.
Applicants must have at least 3 years of teaching experience in the area relevant for the specific principal endorsement sought.

**Superintendent:**
Montana accepts completion of a CAEP accredited and state-approved specialist or doctoral degree in educational leadership for superintendents.
Montana learners must complete 3 credits in each of these content areas: Montana school law, Montana school finance, and Montana collective bargaining and employment law. Montana learners will need to complete this coursework outside of Capella.
Applicants must hold a license and endorsement as a principal.
Applicants must have at least 3 years of teaching experience and 1 year of experience as an administrator.

| Nebraska  | Principal or Superintendent | **Principal:**
Nebraska accepts completion of a state-approved graduate degree in educational administration. Nebraska requires 54 quarter credits if the principal endorsement is at the same level as the applicant’s teaching endorsement. If the applicant is seeking a principal endorsement at a different level, the applicant must complete an additional 13.5 quarter credits of coursework at the new level.
Applicants must have at least 2 years of teaching experience.

Nebraska requires 36 or 45 graduate semester credits in order to qualify for an Administrative Professional Certificate. Capella’s EdS in Leadership in Educational Administrator will not meet Nebraska's Administrative Professional Certificate requirements.

**Superintendent:**
Nebraska accepts completion of a state-approved educational specialist or doctoral program for the preparation of a superintendent. Applicants must have at least 2 years of teaching experience.

| Nevada    | Specialized Education Personnel K-12/Endorsement as Administrator of a School | Nevada accepts completion of a master's degree or higher and graduate coursework in the administration of a school from a regionally accredited university.
Applicants must hold a license to teach and have at least 3 years of teaching experience. |
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| New Hampshire| Principal/Superintendent                      | **Principal:** New Hampshire accepts completion of a state-approved master's degree in educational leadership from a state which is a member of the NASDTEC Interstate Agreement.  
**Applicants must have at least 5 years of experience as an educator.**

**Superintendent:** New Hampshire accepts completion of a state-approved educational specialist or doctoral degree in educational administration from a state which is a member of the NASDTEC Interstate Agreement.  
**Applicants must have at least 3 years of experience as an education administrator in a K-12 setting.** |
| New Jersey   | School Administrator (Superintendent) or Principal | **Both Principal and Superintendent:** New Jersey accepts completion of a state-approved and CAEP accredited master's degree or higher in educational leadership from a regionally accredited university.  
**Applicants must have at least 5 years of teaching experience.** |
| New Mexico   | Education Administration (PreK-12)             | New Mexico accepts completion of a master's degree or higher for educational administrator preparation from a regionally accredited university.  
**New Mexico learners will need to earn:**  
If in the EdS: a Minnesota administrator license before applying in New Mexico.  
If in the PhD: either an Arizona or Minnesota administrator license before applying in New Mexico.  
**Applicants must have at least 6 years of teaching experience.** |
| New York     | School Building Leader certificate (Principal) or School District Leader certificate (Superintendent of Schools) | **School Building Leader:** New York accepts completion of a master’s degree or higher in educational leadership from a regionally accredited university.  
**Applicants must have at least 3 years of teaching experience.**

**School District Leader:** New York accepts completion of a master’s degree or higher in educational leadership from a regionally accredited university.  
New York learners must complete at least 90 quarter credits of graduate study, which may include credits completed outside of the educational leadership program.  
**Applicants must have at least 3 years of teaching experience.** |
| North Carolina| Principal or Superintendent                    | **School Administrator - Principal:** North Carolina accepts completion of a CAEP-accredited master's degree or higher from a regionally accredited university.  

**School Administrator - Superintendent:** North Carolina accepts completion of a CAEP-accredited specialist degree or higher from a regionally accredited university.  
**Applicants must have at least 1 year of experience as a principal.** |
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| North Dakota | Elementary Principal, Secondary Principal and Superintendent | **Principal:**  
North Dakota accepts completion of a state-approved master’s degree in educational administration in a state which is a member of the NASDTEC Interstate Agreement.  
North Dakota learners seeking an elementary principal credential must complete their field experience in grades K-8. If seeking a secondary principal credential must complete their field experience in grades 5-12. If seeking a K-12 principal credential must complete two separate field experiences at the elementary and secondary levels.  
Applicants must have at least 3 years of teaching experience.  

**Superintendent:**  
North Dakota accepts completion of a state-approved master’s degree or higher in educational administration in a state which is a member of the NASDTEC Interstate Agreement.  
Applicants must have at least 3 years of teaching experience and 2 years of administrative experience. |
| Ohio      | Professional Principal or Superintendent License | **Principal:**  
Ohio accepts completion of a state-approved master’s degree or higher for the preparation of principals.  
Applicants must have at least 2 years of teaching experience at the age/grade levels for which the principal license is sought.  

**Superintendent:**  
Ohio accepts completion of a state-approved master’s degree or higher for the preparation of superintendents.  
Applicants must hold a principal or administrative specialist license and have at least 3 years of experience as a principal or administrative specialist. |
| Oklahoma  | Principal/Superintendent  | Oklahoma accepts completion of a state-approved program in education administration.  
Oklahoma learners will need to earn:  
If in the EdS: a Minnesota administrator license before applying in Oklahoma.  
If in the PhD: either an Arizona or Minnesota administrator license before applying in Oklahoma.  
Applicants must have at least 2 years of teaching experience. |
| Oregon    | Basic Administrator or Basic Superintendent | Oregon learners will need to earn:  
Either an Arizona or Minnesota administrator license before applying in Oregon.  
Applicants must have at least 3 years of licensed classroom teaching experience. |
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| Pennsylvania | School Admin. - Principal PK-12 or Superintendent PK-12 | **Principal**  
Pennsylvania accepts completion of a state-approved program that is equivalent to Pennsylvania's standards for Principal certification from a state that is a member of the NASDTEC Interstate Agreement.  
Pennsylvania learners must have a 3.0 GPA.  
Applicants must have at least 3 years of relevant professional experience in an education setting related to the instructional process.  

**Superintendent**  
Pennsylvania accepts completion of a state-approved program that is equivalent to Pennsylvania's standards for Superintendent certification from a state that is a member of the NASDTEC Interstate Agreement.  
Pennsylvania learners must have a 3.0 GPA.  
Applicants must have at least 6 years of relevant school experience of which at least 3 must be in a supervisory or administrative capacity. |
| Rhode Island | Building Level Administrator or Superintendent of Schools Certification | Rhode Island accepts completion of a graduate degree from a state-approved administrative leadership preparation program.  

**Building Level Administrator (principal)**  
Applicants must have at least 3 years of PK-12 professional education experience.  

**Superintendent**  
Applicants must hold certification as a building level administrator, or have significant experience in organizations other than schools. |
| South Carolina | Principal/District Superintendent | **Principal**  
South Carolina accepts completion of a state-approved graduate degree for the training of principals.  
South Carolina learners must hold an educator’s professional certificate.  
Applicants must have at least 3 years of teaching experience, with at least 1 year in either PreK-6 or 7-12 grade levels where principal certification is sought.  

**Superintendent**  
South Carolina accepts completion of a state-approved graduate degree for the training of superintendents.  
Applicants must have at least 3 years of experience as a PreK-12 or post-secondary teacher and 2 years of experience as a school or school district administrator postsecondary administrator, or school business administrator. |
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| South Dakota| Principal (PK-12) and Superintendent             | **Principal**<br>South Dakota accepts a master’s degree in education for the preparation of principals from a regionally accredited university. South Dakota requires an internship that includes time spent in both the elementary and secondary levels.  
**Superintendent**<br>South Dakota accepts an education specialist or doctorate degree in education for the preparation of superintendents from a regionally accredited university.  
**Both**<br>South Dakota requires an Indian studies course approved by the department. Capella learners will need to complete this course outside of Capella. Applicants must have 3 years of experience in an accredited K-12 school, 1 year of which includes classroom teaching experience or direct services to students. |
| Tennessee   | Instructional Leadership License/Superintendent Endorsement | Tennessee accepts completion of a state-approved graduate degree in instructional leader preparation from a regionally accredited university.  
**Principal**<br>Applicants must have at least 3 years of experience in education.  
**Superintendent**<br>Applicants must have at least 5 years of experience in teaching or administration. |
| Texas       | Principal/ Superintendent                        | **Both**<br>Texas learners will need to earn:  
If in the EdS: a Minnesota administrator license before applying in Texas.  
If in the PhD: either an Arizona or Minnesota administrator license before applying in Texas.  
**Principal**<br>Applicants must have at least 2 years of teaching experience.  
**Superintendent**<br>Applicants must have a principal certificate or at least 3 years of managerial experience in a public school district. |
<p>| Utah        | Administrator Concentration (K-12)               | Utah has recently changed licensure requirements for all educators. Contact the Utah Department of Education for information on how out-of-state approved principal or superintendent programs can fulfill new requirements. |</p>
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| Vermont     | Principal or Superintendent     | **Both**  
Vermont accepts completion of a state-approved master's degree.  
**Principal**  
Applicants must have at least 3 years of PK-12 teaching experience.  
**Superintendent**  
Applicants must have at least 6 years of experience, including at least 3 years of PK-12 teaching experience and at least 3 years of educational administration experience. |
| Virginia    | Division Superintendent         | **Both**  
Virginia accepts completion of a doctorate degree in educational administration or educational leadership from a regionally accredited university.  
**Principal**  
Virginia requires an internship, which includes experience at multiple levels and sites. Virginia learners will need ensure their internship includes experience at multiple levels and sites.  
Applicants must have at least 3 years of teaching experience.  
**Superintendent**  
Applicants must have at least 5 years of educational experience, including at least 2 years of teaching experiences and at least 2 years of administration/supervision experience. |
| Washington  | Superintendent                  | **Principal**  
Washington accepts completion of a state-approved graduate degree for the preparation of principals.  
Applicants must have at least 3 years of school-based experience in an instructional role with students.  
**Superintendent**  
Washington accepts completion of a state-approved graduate degree in education.  
Applicants must hold a valid teacher, educational staff associate, program administrator, or principal certificate.  
**Both**  
Washington does not require all out-of-state universities to have authorization to provide field placements for learners. Capella does not currently have such authorization. However, some schools or districts in Washington may only accept interns from authorized universities. |
| West Virginia| Initial Professional Administrator Certificate - Principal or Superintendent | West Virginia accepts completion of a state-approved master's degree, or higher, in educational leadership from a regionally accredited university.  
Applicants must have at least 4 years of teaching experience. |
| Wisconsin | Principal and/or Superintendent |
|-----------|---------------------------------
| **Principal**<br>Wisconsin accepts completion of a state-approved master’s degree, or higher, for the preparation of principals.<br><strong>Applicants must have at least 6 semesters of classroom teaching experience.</strong> |
| **Superintendent**<br>Wisconsin accepts completion of a state-approved education specialist or doctoral degree for the preparation of superintendents.<br><strong>Applicants must hold a principal license.</strong> |
| Wyoming | School Administrator Endorsement |
| Wyoming accepts completion of a graduate degree in administrator preparation from a regionally accredited university.<br><strong>Applicants must have at least 3 years of teaching or related service in a K-12 public school setting.</strong> |