

THE PENNSYLVANIA STATE UNIVERSITY WORKFORCE EDUCATION AND DEVELOPMENT

Program of Study for Career & Technical Instructors leading to Administrative Directors Certification

NAME:

PPID:

PSU ID:

Requirements for obtaining certification as a Career and Technical Administrative Director through the **Professional Personnel Development Center (PPDC)** at The Pennsylvania State University

Candidates for the Career and Technical Administrative Director Certificate must:

Qualify for admission to the Graduate School of PSU.

Meet the relevant three (3) years of career and technical teaching experience requirements of PA certification regulations.

Pass the PA ETS Praxis series School leaders Licensure Assessment (SLLA) Test Code 6990.

Career and Technical Administrative Director Certification Courses Leading to the Master of Education Degree

Courses	Credits	Semester	Credits Attained	Transfer Info and/or Comments
WFED 508 - Workforce Education Management	3			
WFED 518 - Curriculum and Instructional Leadership	3			
WFED 528 - Fiscal and Facilities Management	3			
WFED 538 - Administering Personnel Services	3			
WFED 546 - Work-Based Education OR WFED 560 - History and Philosophy of Workforce Education	3			
WFED 595B - 1 - Workforce Education Administrative Internship (Completed with WFED 518)	1			
WFED 595B - 2 - Workforce Education Administrative Internship (Completed with WFED 528)	1			
WFED 595B - 3 - Workforce Education Administrative Internship (Completed with WFED 538)	1			
WFED 597 - Ethics in Workforce Education and Development	3			
EDLR 576 - The Law and Education	3			
TOTAL	24		0	

Master of Education Degree (In Addition to Career and Technical Administrative Director Certification Courses)

Courses	Credits	Semester	Credits Attained	Transfer Info and/or Comments
WFED 402 - Supervision in Workforce Education	3			
STAT 500* - <i>Applied Statistics</i> OR WFED 540 - Data Analysis	3			
WFED 596 - Independent Studies	3			
EDLDR 559 - School Improvement OR Alternative (See Advisor)	3			
TOTAL	12		0	

* = Courses marked can be taken through World Campus on-line.

Please refer to the below link for more information on eligibility requirements for Career and Technical Administrative Director Certification.

[Requirements for Certification for Career and Technical Administrative Director Certification.](#)

Updated 11/2022