



EDUCATIONAL ADMINISTRATION
AND LEADERSHIP

ST. CLOUD STATE UNIVERSITY.

Doctoral Program Handbook

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<https://www.stcloudstate.edu/elhe/programs/edad.aspx>



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INTRODUCTION

Greetings and Welcome:

Welcome to St. Cloud State University! We are proud to offer high quality skills, knowledge, and dispositions to promote high quality administration of PK-12 schools and school districts. As a Professor and Director of the Educational Administration & Leadership program, I look forward to meeting you and assisting you in achieving your educational and career goals.

Your decision to pursue a doctoral degree will make you a member of a community of scholars who will learn together in preparation for the challenges of school leadership in dynamic political, social, and economic arenas. The program is rigorous and our expectations for you are high, but you will never be alone as you pursue your academic program of study.

This Doctoral Program Handbook was designed and developed to help you understand the expectations and responsibilities of being a doctoral student at St. Cloud State University in the Educational Administration & Leadership program. This Program Handbook, along with the [SCSU Graduate Bulletin](#), SCSU School of Graduate Studies website <https://www.stcloudstate.edu/graduatestudies/>, and SCSU Student Handbook <https://www.stcloudstate.edu/studenthandbook/> will provide a majority of the information you need to be successful in the program and achieve your goals. Although we expect you to be responsible for all program timelines and requirements, we have provided you with excellent resources to help you meet those obligations. If you have any questions, there are many individuals on campus willing to assist you.

Again, welcome to St. Cloud State University and the Educational Administration and Leadership program. Please call upon me if you have any questions about the program or the Program Handbook.

We look forward to working with you and hope you have a wonderful learning experience!

Sincerely,

Dr. Kay Worner
Director
Education Administration & Leadership Doctoral Program

Department Mission

The Educational Administration & Leadership Doctoral Program is housed within the Department of Educational Leadership and Higher Education within the School of Education at St. Cloud State University.

The mission of the Educational Leadership and Higher Education (ELHE) department is to offer current and prospective students the opportunity to develop, advance, and apply learning in leadership roles as a PK-12 administrator (building or district), or as a college or university administrator. Each program seeks to recruit, retain, graduate, and display the skills, abilities, and dispositions required of educational leaders in a dynamic social, economic, and political global environment.

Program Mission

The Educational Administration and Leadership Doctoral mission is to advance the skills, knowledge and dispositions of school practitioners to promote high quality administration of PK-12 schools and school districts benefitting students, communities and the global society. This mission is grounded in the St. Cloud State University mission of “commitment to excellence in teaching, learning, and service fostering scholarship and enhancing collaborative relationships in a global community.”



Program Website

The Educational Administration and Leadership doctoral program website is <https://www.stcloudstate.edu/elhe/programs/edad.aspx>. Please use this site to obtain information about events, due dates, handbooks, forms, program newsletter, faculty contact material, graduate assistantships, scholarships, summer leadership institute, education abroad opportunities, links to professional organizations, etc. SCSU also provides a wealth of resources for students at www.stcloudstate.edu/campuslife/student-services.aspx

E-mail Official Form of Communication

SCSU e-mail is an official form of communication to students at SCSU, so students should check their SCSU e-mail frequently to be sure not to miss important announcements from professors and university offices.

Contact Information

You must notify the Center for Doctoral Studies office of any changes to your contact information (name, address, phone, and e-mail) so important communication can be sent to you.. If we deliver a communication to you with the information we have on file, you will be deemed to have received the information even if our information is returned to us as undeliverable..

Academic Advisor

When admitted into the program, the student will be assigned an academic advisor. The advisor is the faculty member who is responsible for monitoring the student's progress toward completion of degree requirements. If the student would prefer a different advisor, the [Change of Advisor](#) form should be submitted.

***Disclaimer**– The most current edition supersedes all previous versions of SCSU's Educational Administration & Leadership Ed.D. Program Handbook. Please check the program website for the most recent version. Every effort was made to ensure that information in this program handbook was accurate at the time of publication. All policies and other information are subject to change without notice and do not constitute an irrevocable contract between any student and St. Cloud State University. When a conflict exists in standards, format, or style, the manual published by the School of Graduate Studies takes precedence over any other manual approved for department use.

PROGRAM & COURSES

Program Description

The Doctorate in Educational Administration and Leadership is designed for experienced school leaders to provide a practical, rigorous and meaningful advanced program of study to enhance skills, knowledge and dispositions to successfully meet the demands associated with the leadership of schools and school systems operating in dynamic political, social, cultural, and economic arenas. This is a terminal degree program which will interface with administrative licensure programs offered at the graduate level at accredited colleges and universities.



Program Structure

The Ed.D. in Educational Administration is 72 credits in length. A maximum of 27 credits can be applied towards program electives upon approval. Up to 12 credits from a master's program and/or up to 27 credits of post-master's work such as licensure or doctoral courses from a previous institution may be accepted upon approval.

The program is offered in a cohort model with all students progressing together through the curriculum. New cohorts commence studies fall term on either the St. Cloud campus or the Twin Cities Graduate Center in Maple Grove. Course learning environments are typically held in the classroom. However, alternative scheduling models may be used.

A weekend model of course delivery makes this program a great choice for working professionals. Courses are primarily offered Friday evening and all day Saturday during the academic year. Each course typically meets three weekends. Summer attendance is required. Summer courses may be in alternative formats.

The program is nine semesters (three calendar years) in length. Courses are usually offered consecutively during the semester so students are able to concentrate on one administrative topic at a time. This format allows students to take two courses per semester. Students must take the core courses in the sequence provided unless approved by faculty.

The Cohort Model

The EdD at St. Cloud State University has been designed with a cohort approach to learning. In this approach, a new group of approximately 15-18 students are admitted each year. Each cohort group will proceed through the program together. Program faculty will assist each cohort to develop into an effective learning community where students challenge and support one another. A cohort approach for adult learners fosters a spirit of community, maintains commitment, and leads to a higher completion rate as compared to other approaches to doctoral studies.

Program & Course Requirements

Educational Administration & Leadership Ed.D. Core Courses (21 Credits)

These courses must be taken by all students. The sequencing of those courses is determined by the program faculty. Students must take the core courses in the sequence provided unless changes are approved by the program advisor.

EDAD 803	3 credits	Leader and Program Development
EDAD 804	3 credits	Visioning and the Change Process
EDAD 807	3 credits	Collaborative Partnerships
EDAD 815	3 credits	Legal and Political Issues
EDAD 821	3 credits	Educational Achievement, Student Learning, and Program Development
EDAD 823	3 credits	Twenty-first Century Leadership: Global Understanding
EDAD 824	3 credits	Seminar Series: Ethical Leadership

Research Core Courses (9 credits)

These courses must be taken by all students. The sequencing of those courses is determined by the program faculty. Students must take the research courses in the sequence provided unless changes are approved by the program advisor.

EDAD 827	3 credits	Quantitative and Qualitative Research Methodology
EDAD 828	3 credits	Assessment and Information Management
EDAD 829	3 credits	Doctoral Research Design and Methodology

Dissertation (12 credits)

This course must be taken by all students. It is taken after passing the qualifying examination. The sequencing and number of credits to take each semester is determined by the program faculty. Students must take the dissertation course with the specified number of credits in the sequence provided unless changes are approved by the program advisor. There may be monetary or tax implications if you do not enroll correctly.

EDAD 899	12 credits	Thesis
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Professional/Interdisciplinary Elective Courses (3-30 credits)

Students take 30 credits of elective courses and up to 27 total credits may be applied towards program electives upon approval. Up to 12 credits from a master's program and/or up to 27 credits of post-master's work such as licensure or doctoral courses from a previous institution may be accepted upon approval. Specific courses will be identified in consultation with your advisor.

EDAD 806	3 credits	Human Resource Development
EDAD 817	3 credits	Communication Strategies for Education Leaders
EDAD 818	3 credits	Educational Diplomacy
EDAD 814	3 credits	Educational Policy and Governance
EDAD 825	3 credits	Seminar Series: Organizational Structures
EDAD 826	3 credits	Seminar Series: Leadership Theory and Research

Additional courses inside or outside the program that support the student's career goals.

Continuous Enrollment Course (0-10 credits)

This continuous enrollment course is needed to maintain continuous enrollment when all 12 dissertation credits of EDAD 899 are complete and you have not completed your final defense. Students can enroll in One (1) credit per semester. The maximum number of credits for this course is ten (10) credits. There may be monetary or tax implications if you do not enroll correctly. Students may also enroll in 891 when they have not passed the qualifying examination but are out of courses to take.

EDAD 891	1 credit	Continuous Enrollment
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Course Descriptions

The following courses are offered in the Ed.D. in Educational Administration & Leadership.

EDAD 790-795 Selected Topic Courses

Coursework and Course Title to be determined with your advisor.

EDAD 803. Leader and Program Development.

Overview of leadership, organization, and Ed.D. expectations. 3 credits

EDAD 804. Visioning and the Change Process

Change theory and organizational improvement, the role of the educational leader as the agent of change, how visioning is an essential component of school improvement. 3 credits

EDAD 806. Human Resource Development

Educational leadership in personnel management, staff selection, evaluation, and professional development. Adult learning theory, goal setting and development of school climate are some of topics covered. 3 credits

EDAD 807. Collaborative Partnerships

Facilitating the development of collaborative relationships leading to effective partnership actions influencing organization development. 3 credits

EDAD 814. Educational Policy and Governance

Models, practices, and influences in educational governance. Developing an understanding of forces and strategies used to shape policy and the system. 3 credits

EDAD 815. Legal, Political Issues

Political and legal issues in education affecting distribution of resources, quality of the learning environment, and leadership strategies. 3 credits

EDAD 817. Communication Strategies for Educational Leadership

Strategies for communicating with all audiences in the educational community; promotion of educational understanding, excellence, and a positive educational environment for all students. 3 credits

EDAD 818. Educational Diplomacy

Strategies of crisis management, conflict resolution, and de-escalation theory. Political diplomacy is contrasted with school governance. 3 credits

EDAD 821. Educational Achievement, Student Learning and Program Development

Program coherence; development of assessments, teaching and learning, planning and collaborative strategies to improve teacher effectiveness and student learning. 3 credits

EDAD 823. Twenty-first Century Leadership, Global Understanding

Develop an understanding of how global influences affect leadership, educational organizations, and student learning now and in the future. 3 credits

EDAD 824. Seminar in Ethical Leadership

Major theories in ethics and the application of ethical behaviors to school leadership, governance, and school improvement. 3 credits

EDAD 825. Seminar in Organizational Structures

Historical and contemporary theories of organizational structure and application to educational systems in the 21st century. 3 credits

EDAD 826. Seminar in Leadership Theory and Research

Theories and models of leadership and how leadership affects the purpose and success of organizations. 3 credits DEMAND.

EDAD 827. Quantitative and Qualitative Research Methods

Research methodology in educational administration with a focus on determining the most appropriate method of inquiry for the proposed investigation. 3 credits

EDAD 828. Assessment and Information Management for Data Driven Leadership

Capabilities and resources needed by organizational leaders to access, evaluate, and use information to make informed decisions. 3 credits

EDAD 829. Doctoral Research Design and Methodology

Identify research topics, review related literature, and design a methodology appropriate for further investigation of the issue. 3 credits

EDAD 890. Independent Study

Independent study for doctoral students wishing to work out a special problem in the major area of concentration. May be repeated to a maximum of six credits. 1 to 3 credits, 6 credits maximum.

EDAD 891. Continuous Enrollment

Intended for doctoral students who have completed all required coursework for a program, but are still working on the dissertation or doctoral field study. 1 credit per semester, 10 credits maximum.

EDAD 899. Dissertation

Guidance by major advisor for dissertation writing, including preparation of the dissertation proposal and dissertation final defense presentation to the committee. 3 or 6 credits per semester, 12 credits total





Professional/Interdisciplinary Elective Coursework

Students must complete up to 30 credits in interdisciplinary coursework. A maximum of 27 credits can be applied toward program electives upon approval. Up to 12 credits from a master's program and/or up to 27 credits of post-master's work such as licensure or doctoral courses from a previous institution may be accepted upon approval.

There are four types of courses that can be used to fulfill the requirement for interdisciplinary elective credits:

1) courses within the doctoral program, 2) 790-795 courses, 3) doctoral courses transferred from other institutions. 4) courses within the EDAD post-masters graduate certificate program. Interdisciplinary elective credits need to be identified in consultation with an advisor.

Courses within Doctoral Program

Students may apply credits from doctoral level courses from SCSU towards elective course requirements after consultation and approval from their program advisor.

790-795 Courses

Under certain circumstances, master's only courses (600 level) may be applied to doctoral degree requirements. To obtain approval, the student must submit a [petition](#) approved by the adviser to the graduate dean prior to registering for the course, if the course has not been approved on the proposed program of study.

An "Approval Form for Individual Study" approved by the professor, the adviser, the department chairperson and the graduate dean is needed to register for the course. The student also must make arrangements to complete the special doctoral level requirements of the course.

Students who receive approval must register for (name of department or program) 790 - 795 (title of course). This procedure is open only to students admitted to a doctoral program. One to three credits. May be repeated up to 6 credits.

Transfer Courses from Institutions

Relevant doctoral-level courses from other institutions, up to a total of 27 credits, may also be accepted in transfer. Students should speak with the program director or their advisor about transferring credits.

EDAD Post-Masters Graduate Certificate Courses

Students may apply credits from SCSU's Educational Administration and Leadership post-masters graduate certificate program's courses towards elective course requirements after consultation with their advisor.

Program of Study and Timeline for Completion

The program is 9 semesters (three calendar years) in length. Courses are usually offered consecutively during the semester so students are able to concentrate on one administrative topic at a time. This format allows students to take two courses per semester. The sequence of course offerings are:

	Fall Semester	Spring Semester	Summer Semester
Year One	EDAD 803 (3 Cr.) EDAD 804 (3 Cr.)	EDAD 828 (3 Cr.) EDAD 829 (3 Cr.)	EDAD 807 (3 Cr.) EDAD 815 (3 Cr.)
Year Two	EDAD 824 (3 Cr.) EDAD 827 (3 Cr.)	EDAD 821 (3 Cr.) EDAD 806 (3 Cr.)	EDAD 823 (3 Cr.)
Year Three	EDAD 899 (6 Cr.)	EDAD 899 (6 Cr.)	

*Note: Course sequence is subject to change.

*Note: Students also take professional/interdisciplinary elective courses (3-30 credits) that support their career goals and are established in consultation with their advisor. Up to 12 credits from a master's program and/or up to 27 credits of post-master's work such as licensure or doctoral courses from a previous institution may be accepted upon approval.

Program of Study Forms

[Program of Study](#) and [Application for Advanced Standing Credit](#) forms keep track of students' course sequence and fulfilled program requirements. For courses over ten years old, students may petition to apply courses towards program electives by providing evidence that they have stayed current in the topic taught in the course. The evidence could be: attendance at workshops/seminars/training, attendance at professional conferences, memberships in professional organizations, publications written, and an explanation of how the student uses this knowledge in their professional work life. Students should work with their program advisor to complete a [Petition](#) form along with justification for each course. Petitions will be reviewed by program faculty to determine if courses will be accepted for advanced standing. Approved petitions will be forwarded to the School of Graduate Studies for final review and acceptance.

These forms must be submitted to the School of Graduate Studies prior to completion of 15 credits in the program. However, we encourage you to work with your advisor prior to the end of your first semester of coursework to determine elective credits. Once these forms are complete and approved by the School of Graduate Studies, you can view your [Degree Audit Reporting System \(DARS\)](#) report. This computer report indicates the courses you will need to satisfy your degree along with your progress. Log into [E-Services](#) using your Star ID and password to view your DARS report.





Steps for Admission and Completion of Program

- Step 1 [Submit Application](#) Materials for Admission
- Step 2 Interview with Doctoral Faculty Member(s)
Take Writing Essay Assessment
- Step 3 Admission to Program
[Register for Coursework](#)
[Obtain SCSU Campus Card](#)
[Obtain your Star ID and E-mail Account](#)
- Step 4 Doctoral Program Orientation
[International Student Orientation](#)
[School of Graduate Studies Orientation](#)
- Step 5 Begin Program Coursework
[Develop Program of Study](#) and [Advanced Standing Form](#)
- Step 6 Selection of Doctoral Dissertation Committee
- Step 7 Take Qualifying Examination
Pass Written and Oral Qualifying Examination/Advancement to Candidacy
- Step 8 Successful Completion of Required Coursework
Begin Dissertation Research Courses
- Step 9 [Dissertation Proposal Meeting](#) Approval
Dissertation Proposal Approval
[IRB Application](#) and Approval
Begin Research Study
- Step 10 [Dissertation Final Defense Meeting](#) Approval
Completion of Dissertation Research Courses
Submit Formatted and Approved Dissertation for Binding
[Apply for Graduation](#)
- Step 11 Attend Graduation Ceremony/Degree Conferred
- Step 12 Post-Graduation Follow-Up Surveys

Qualifying Exam

The program requires doctoral students to take a qualifying examination. The results are typically used to evaluate subject mastery, to determine deficiencies, and to determine whether the student should continue into dissertation research.

Doctoral students in Educational Administration and Leadership will take the qualifying exam in the spring semester of the second year in the program. The qualifying exam can be taken after successful completion of 24 credits toward the EdD program. Students must be enrolled in a minimum of 1 credit the semester of the qualifying exam and must have a minimum 3.0 GPA to take the exam. If a student has a grade indicating a lack of successful completion (I (Incomplete), IP (In progress), N (No grade reported), W (Withdrawal), F (Failure), FN (Failure for nonattendance), FW (Failure for not withdrawing)) in a course(s), that course(s) cannot count toward the 24 credits needed to take the qualifying exam. If the required courses are not complete, students should speak with their program advisor about completing a Petition to take the qualifying exam. Only mitigating circumstances will be allowed.

The program faculty members decide on the qualifying exam procedure. Typically, there is a written and oral component to the exam. Students will be notified of the deadline for submitting the written component and how to schedule the oral component.

Candidacy

After passing the qualifying exam, the student moves on to Candidacy. Students who pass the exam can register for EDAD 899 and focus on their dissertation research. Please utilize [EDAD Doctoral Dissertation Manual](#) throughout your dissertation research process:

- The Dissertation Manual provides step-by-step directions on how to prepare and conduct your dissertation proposal and final defense.
- Locate the forms you will need to complete to schedule and request approval for holding proposal and defense meetings.
- Locate information on the Institutional Review Board (IRB) approval process including the application forms and training that is required.
- The Appendix outlines the sections and information for each dissertation chapter.

After advancing to doctoral candidacy, a student must maintain continuous registration until the university confers the doctoral degree. Please refer to the continuous registration policy in this handbook for more information.

Hint: Please continue to watch your SCSU e-mail throughout your dissertation research for important messages such as dissertation formatting workshops, employment opportunities, and graduation.

Overview of the Dissertation Process

Doctoral students must successfully complete a dissertation as partial fulfillment of Doctor of Education degree requirements. Students should identify dissertation topics and design their research in consultation with their faculty advisor. The following information provides a general outline of dissertation timelines, policies, and procedures. Detailed information is provided in the [EDAD Doctoral Dissertation Manual](#).

Dissertation Timeline: The dissertation proposal will normally be conducted during summer semester of Year 3, or when the student and advisor determine readiness.



Program Outcomes

- Articulate the importance of ethical leadership and decision making.
- Develop effective visioning, planning and continuous improvement models utilizing constituent input and educational data.
- Understand and demonstrate how organizational structure, management technique and business operations affect the development of exemplary school organization.
- Formulate and evaluate sound educational policies which reflect diverse population, legislative mandates and rule of governance.
- Recognize and articulate how legal, political and economic factors shape contemporary educational environment and integrate that knowledge into leadership and decision making.
- Demonstrate how data, research and assessment promote effective, efficient and student centered organizational priorities, programs, and services.
- Identify and understand how educational organizations are influenced by and interact with global economies, cultures, and social structures to assure student learning both now and in the future.
- Understand and apply knowledge of human resources to structure, promote, oversee and improve the educational environment for all students.
- Develop and demonstrate skills in educational diplomacy including the art of negotiation, conflict resolution, problem-solving and communication.

POLICIES/PROCEDURES

University Policies/Procedures

A comprehensive list of SCSU [policies and procedures](#) can be found online.. Here is a list of common policies and procedures.:

- Academic Integrity
- Business Services
- Financial Aid
- Grade Appeals
- HuskyNet E-mail for Official Communication
- Immunization
- IRB Policy and Procedure
- Learning Resources Services
- Parking Policies and Regulations
- Residential Life
- Sexual Harassment and Discrimination
- Student Code of Conduct
- [Student Complaints Concerning Faculty](#)
- Student Handbook
- Student Rights and Responsibilities
- Technology Policies, Standards and Guidelines
- Tobacco Use
- Use of Outdoor Space

School of Graduate Studies Academic Policies/Procedures

A comprehensive list of [policies and procedures](#) of the School of Graduate Studies can be found online. Here is a list of common policies and procedures:

- Transfer Credit
- Satisfactory Academic Progress (f/k/a Standard of Scholarship)
- Time Limits to Complete Program
- Dismissal/Termination of Graduate Student Status
- Leave of Absence (Stop Out)
- Continuous Enrollment for Doctoral Candidates
- Readmission Policy and Readmission Process
- Doctoral Program Credit Policy
- Doctoral Residency Requirement

Dissertation Format

All paper for the Educational Administration and Leadership program are to be formatted according to the publication style recommended by the American Psychological Association (APA) Sixth Edition. The following APA style supports are available to students:

- The Publication Manual of the American Psychological Association (6th Edition) can be purchased at the [Husky Bookstore](#) or via online vendors (Amazon, Barnes & Noble, etc).
- The OWL at Purdue provides [APA Style](#) online support for basic formatting.
- The APA website at www.apa.org.
- **Tip:** For online assistance on how to [add citations in a Word documents](#), or to [Utilize APA to Automatically Format Bibliographies](#).

ACADEMIC INTEGRITY POLICIES

St. Cloud State University

St. Cloud State University (SCSU) expects each student to fulfill his/her academic obligations honestly and fairly without engaging in cheating, plagiarism, falsification, collusion, or other forms of academic dishonesty.

St. Cloud State University (SCSU) expects each student to fulfill his/her academic obligations honestly and fairly. Students found in violation of this policy face sanctions such as a lower or failing grade for an activity or course, and university actions including but not limited to suspension or dismissal from the major, graduate school or the university. Findings may be reported to the undergraduate/graduate academic program, or University College for undeclared students, and/or the Office of Student Life and Development. Sanctions and findings will be reported to departments, majors, programs, and/or the Office of Student Life and Development. Sanctions and findings for graduate students will also be reported to the School of Graduate Studies. Students may appeal sanctions per the [Academic Integrity - Procedure](#).

The university also expects instructors, research directors and test administrators to take reasonable measures to explain and prevent academic dishonesty. Reasonable measures include, but are not limited to, reference to this policy and associated procedures in a class syllabus and discussion(s) of the importance of academic integrity in academic and other professional work.

Educational Administration and Leadership

The integrity of your degree, in part, lies in the standards of academic honesty honored by you, your faculty, the Higher Education Department, the School of Education, and St. Cloud State University. Academic integrity requires you, the student, to present course work to faculty which honestly and accurately demonstrates your individual efforts. It is your responsibility to be familiar with the standards of academic integrity expected in your courses.

Violations

While academic integrity issues may arise in various situations, violations may include:

- Plagiarism, defined as “literary theft”, consists of the unattributed quotation of the exact words from another text, or the unattributed borrowing of original ideas by paraphrase from another text. On written papers for which the student employs information gathered from books, articles, or oral sources, each direct quotation, as well as ideas and facts that are not generally known to the public at large, must be attributed to its author by means of the appropriate citation procedure. Plagiarism also consists of passing off as one’s own, segments or the total of another person’s work (Mills, 2010).
- Using unauthorized or fabricated data or sources for any academic exercise
- Misrepresenting collaborative work
- Unless permitted, submitting work for a course that is not original work for that course
- Falsifying or forging academic document or records, including, but not limited to transcripts, resumes, diplomas, theses and dissertations
- Intentionally impeding the work of other students
- Assisting others in these activities

Educational Administration and Leadership Procedures

Incidents of academic dishonesty may be addressed by a faculty member in the following manner:

1. Notify the student concerning the allegations and the basis for them; provide the student with a chance to respond.
2. Make a decision as to whether the student's actions violated the Academic Integrity expectations.
3. If you conclude that the student violated the policy, make a decision and assign appropriate sanctions. The Office of Student Life and Development may provide information on any previous violations to help inform the decision.
4. Provide the student the process for grieving/appealing the grade as part of your communication to them concerning the decision and sanctions.
5. The Office of Student Life and Development may be notified so the situation may also be adjudicated through the Student Code of Conduct process. Notation of academic dishonesty will be placed in the student's conduct record.

Related Policies

You are expected to abide by the procedures set forth in the St. Cloud State University Academic Honesty policy and the Academic Dishonesty section of the student Code of Conduct which are located at: <https://www.stcloudstate.edu/studenthandbook/code>.

Potential Disciplinary Actions

Because each situation of academic integrity is unique, there is a range of potential sanctions that may be applied. While not exhaustive, they include:

- Reducing a grade on project or assignment
- Failure for the course
- Probation for the EDAD Ed.D. program
- Suspension for a designated amount of time from the EDAD Ed.D. program
- Expulsion/removal from the EDAD Ed.D. program
- Other educational sanctions

Procedure

Incidents of academic dishonesty may be addressed by a faculty member in the following way:

1. Notify the student concerning the allegations and the basis for them; provide the student with a chance to respond.
2. Make a decision as to whether the student's actions violated the Academic Integrity expectations.
3. If you conclude that the student violated the policy, make a decision and assign appropriate sanctions. The Office of Student Life and Development may provide information on any previous violations to help inform the decision.
4. Provide the student the process for grieving/appealing the grade as part of your communication to them concerning the decision and sanctions.
5. The Office of Student Life and Development may be notified so the situation may also be adjudicated through the Student Code of Conduct process. Notation of academic dishonesty will be placed in the student's conduct record.

STUDENT RESOURCES

Campus Resources

As a graduate students you have taken on a challenging academic program to enhance your academic learning and your professional skills. We recognize that you are balancing busy lives that include work and family in addition to your education. Our goal is to help you be successful as students and to guide you in making the most of this opportunity. Please visit the [Campus Resources](#) site for more resources that enhance your experience at St. Cloud State University. Here is a list of common resources students utilize:

- [Academic Support Services](#)
- Business Services
- Career Services
- Campus Housing and Dining;
- Campus Involvement
- Financial Aid
- HuskyTech Resources
- International Students and Scholars Services
- Multicultural Student Services-
- Library
- Non-Traditional Students
- Parking
- Public Safety
- Records and Registration
- Tutoring Services
- Veteran's Resources
- Women's Center

Emergency Procedures

SCSU's emergency related policies and procedures can be found online at <http://stcloudstate.edu/emergency/procedures/default.aspx>

Star Alert

Star Alert is an emergency messaging system with alerts sent to you through text and e-mail during emergencies that threaten life safety or severely impact normal campus operations. They are also sent for weather related warnings. This emergency notification system lets you know if campus is closed or if classes are delayed or cancelled. To register for this service please visit www.stcloudstate.edu/emergency/.

Severe Weather/Closings

Cancellation or delay of classes and events at SCSU happens only occasionally, and closing the university is a rare occurrence. Information about [SCSU Weather or Closing Announcements](#) can be found online.

When the college does not decide to close, instructors may decide course cancellations and compensation for lost time. Students will be notified early via e-mail or D2L. Students may also use their own discretion to attend courses during bad weather, but should notify and work with their instructor to compensate for lost time.

GRADUATION

Application for Graduation

A candidate for the doctoral degree should file an application for graduation accompanied by a non-refundable fee. For information on graduation, commencement ceremony, and to complete an online application please visit <https://www.stcloudstate.edu/graduatestudies/students/completing-program.aspx>

Requirements for Graduation

It is the responsibility of the graduate dean to certify that a student has met all the following requirements for the degree sought. *Doctoral students receive their diploma at commencement. Therefore, they may not attend a graduation ceremony until their dissertations are complete and no University holds are on the student's account.*





ST. CLOUD STATE UNIVERSITY™



St. Cloud State University values diversity of all kinds, including but not limited to race, religion and ethnicity (full statement at bulletin.StCloudState.edu/ugb/general_info/nondiscrimination.html). TTY: 1-800-627-3529. SCSU is an affirmative action/equal opportunity educator and employer. This material can be made available in an alternative format. Contact the department/agency listed above.

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