



## Course Approval Request Form

Use this customized approval request form to print and share with your district or state teaching licensure authority when seeking approval for a Professional Development Institute course.

### About PDI

The Professional Development Institute (PDI) has been offering quality online courses to K-12 educators for decades and providing training to teachers across the globe. Every PDI course is approved for graduate-level credit through the prestigious University of California San Diego Division of Extended Studies, ranked in the top ten universities in the United States.

UC San Diego is part of the University of California system and is accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC).

Every PDI course is instructor-led and includes practical strategies for immediate implementation into the classroom, opportunities to interact with the instructor and other participants, rich content, and valuable assignments. Every PDI course is approved as 3 1/3 semester units (or 5 quarter units) of graduate-level credit, equivalent to 50 training hours. Teachers must spend a minimum of three weeks in each course (consecutively, when taking multiple courses) before a final grade is released.

### Teacher Information

<b>Last Name:</b>	<b>First Name:</b>	<b>ID #:</b>
<b>School Name:</b>	<b>Address:</b>	
<b>Email Address:</b>	<b>Grade Level:</b>	<b>Daytime Phone:</b>

Course Number and Title:

**129T02 / EDUC42385 Transformational Educational Leadership Practices**

I am taking this course:

\_\_\_\_\_ for 3 1/3 semester unit of graduate level credit. Upon completion, I will receive a transcript from UC San Diego Division of Extended Studies.

\_\_\_\_\_ as an in-service course. I may request a PDI Grade Report to document my completion.

*\*This course is approved as 50 training hours, whether taken for graduate credit or in-service.*

Course Description:

As a person in a position of leadership, do you sometimes find it difficult to “walk the tightrope” between being a boss and a mentor? With all the plates you need to keep spinning, are you finding it difficult to express your expectations and mission/vision to your staff? If so, look no further! Whether you are a long-time leader, a new leader, an informal leader, or an educator who strives to be a leader, understanding the underpinnings of what it takes to be an effective, respected, and strong educational leader takes time, practice, and persistence. This online course is designed to take you through the best practices of educational leadership. The course begins by teaching the basics of how to create and implement a shared school mission/vision by setting goals and branding their mission/vision. From there, you will learn how to cultivate a strong, positive school climate so that staff are more confident and independent in their ability to manage their own classrooms. The course then takes a deep dive into the four “non-negotiables,” or four foundations upon which academic success is built — standards-based curriculum, data-informed teaching, expecting quality work, and differentiated instruction as the default. You will also learn what it takes to successfully develop and employ professional development, as well as how to build strong professional, community, and student relationships, all without taking it personally. The “nuts and bolts” of school leadership is saved for last, as you learn how to manage meetings and stay organized, all while keeping the big ideas of evaluation in mind as you strive to create a safe school environment. By the end of this course, you will feel more confident and successful in your quest to become an effective and inspirational leader.

Seeking approval for:

\_\_\_\_\_ recertification/relicensure

\_\_\_\_\_ personal and/or professional growth

\_\_\_\_\_ district or state requirement

Signature

Date