



Act 45 College or University Doctoral Degree Program Application

This application is for **college and university doctoral degree programs only**. There is a separate application for conferences and course/programs other than doctoral degree programs. Submit one application per college or university doctoral degree program. **Once approved, Degree Programs may offer Act 45 credit for these programs for three years after which you will need to reapply for approval. Entities must be approved by PDE as an [Act 48 Professional Development Provider](#).**

Applications must be sent electronically to PDE at RA-EDACT45@pa.gov .

Contact Information

College/University Name: _____

AUN Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Point of Contact Name (first and last): _____

Point of Contact Telephone: _____

Point of Contact Email: _____

Doctoral Degree Program Background

Title of Doctoral Degree Program:

What United States accrediting organization is your college/university recognized by?

Will the program or course content be provided in conjunction with another university or contracted organization?

☐ No

☐ Yes, provide name of organization: _____

Provider Assurances

Non-discriminatory Statement: Include your organization's name on the line provided, acknowledging the non-discriminatory statement.

does not discriminate in its educational programs, activities, or employment practices based on race, color, national origin, sex, sexual orientation, disability, age, religion, ancestry, union membership, or any other legally protected category. This policy is in accordance with state law, including the Pennsylvania Human Relations Act, and with federal law, including Title VI and Title VII of the Civil Rights Act of 1964,

Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, and the Americans with Disabilities Act of 1990.

Doctoral Degree Program Description

Complete the following sections, labeling any attachments and including them with the application submission. Please note - Links to documents cannot be accepted. This includes Google files and Office 365 files. Any documents must be submitted as an attachment.

A. Describe how this program will meet the PA Leadership Standards as a whole.

Core Standards (Required for Principal Induction Programs)

- I. Knowledge and skills to think and plan strategically creating an organizational vision around personalized student success.
- II. An understanding of standards-based systems theory and design and the ability to transfer that knowledge to the leaders' job as an architect of standards-based reform in the school.
- III. The ability to access and use appropriate data to inform decision-making at all levels of the system.

Corollary Standards

- I. Creating a culture of teaching and learning with an emphasis on learning.
- II. Managing resources for effective results.
- III. Collaborating, communicating, engaging, and empowering others inside and outside the organization to pursue excellence in learning.
- IV. Operating in a fair and equitable manner with personal and professional integrity.
- V. Advocating for children and public education in the larger political, social, economic, legal, and cultural context.
- VI. Supporting professional growth of self and others through practice and inquiry.

B. List the educational leadership concentration choices available for the doctoral degree program.

Degree Program Design Format

A program is a series of courses, in which each course has units, lessons, or sessions used to outline topics to successfully present and deliver the content. If you incorporate an [approved Letter of Eligibility](#) (LOE) courses as part of the doctoral program, list each approved LOE course in the table below. Each Course must be listed separately, duplicate the table as needed.

A. Course Title (as it appears in PERMS)	
B. PDE issued LOE course number (PERMS)	

For each additional course within your doctoral program that is not listed in the above table, complete the following. Each course that you are seeking Act 45 approval for should have its own table. **If a particular course in the program is not aligned to the PA Leadership Standards it cannot be included for approval.**

- A. Course Number as identified in the college or university's bulletin
- B. Course Title as identified in the college or university's bulletin
- C. Course Description as identified in the college or university's bulletin
- D. Identify the Concentration Area of the course.
- E. Identify if the course is a required course or an elective course.
- F. List the PA Leadership Standards which directly align to the course's student learning objectives or outcomes. Standards should be listed using the following convention (Core I, Corollary II, etc.).
 - a. Core Standards (Required for Principal Induction Programs)
 - I. Knowledge and skills to think and plan strategically creating an organizational vision around personalized student success.
 - II. An understanding of standards-based systems theory and design and the ability to transfer that knowledge to the leaders' job as an architect of standards-based reform in the school.
 - III. The ability to access and use appropriate data to inform decision-making at all levels of the system.
 - b. Corollary Standards
 - I. Creating a culture of teaching and learning with an emphasis on learning.
 - II. Managing resources for effective results.
 - III. Collaborating, communicating, engaging, and empowering others inside and outside the organization to pursue excellence in learning.
 - IV. Operating in a fair and equitable manner with personal and professional integrity.
 - V. Advocating for children and public education in the larger political, social, economic, legal, and cultural context.
 - VI. Supporting professional growth of self and others through practice and inquiry.
- G. Identify the course instructor(s) name(s) for this course.
- H. Include a hyperlink to the course instructor(s) biography page on the college or university's web site. If there is none, indicate that a copy of their CV is included.

A. Course Number	
B. Course Title	
C. Course Description	
D. Concentration Area	
E. Required or elective course	

F. PA Leadership Standards Addressed through the course.	
G. Course Instructor	
H. Hyperlink to Course Instructor Biography page or upload a copy of their CV	

***Once approved PDE must be notified through the Act 45 account, RA-ACT45@pa.gov of any course changes by submitting a course modification letter. The course modification letter must include the name of the original course, assigned course number from PDE, and all the elements from the course approval table above for the modified course. ***

Quality Control Measures

The provider will maintain quality control measures to ensure that the proposed program or course is achieving the desired outcomes, such as follow-up surveys of participants.

Participant Satisfaction Survey:

The provider assesses participant satisfaction and uses it for continuous improvement.

Check below to indicate if you are using the [PDE-3527](#) survey form. If you are not using the PDE professional education survey, you will need to attach a copy of the participant feedback or survey tool being used. Indicate the name given to this document and attach it to the email submission.

- ☐ Yes, we are using the PDE-3527 Survey Form
 - ☐ No, provide name of attachment in the email submission:
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