

**YOUNGSTOWN STATE UNIVERSITY
BEEGHLY COLLEGE OF EDUCATION**

**DEPARTMENT OF EDUCATIONAL ADMINISTRATION,
RESEARCH, AND FOUNDATIONS**

EARF REGISTRATION BULLETIN #1: SUMMER SESSION 2003

This is the inaugural issue of the EARF Registration Bulletin, a departmental newsletter that will be e-mailed to all current master's, licensure, and doctoral students prior to the registration period for each new semester. The Bulletin will contain news items and procedural information to keep you up-to-date and to make registering for classes easier and more efficient. The Bulletin will also be available on the departmental website (<http://cc.ysu.edu/adrefnd/>).

Details concerning any information in the EARF Registration Bulletin may be obtained from our Administrative Assistant, Willa Mattern (e-mail wsmatter@cc.ysu.edu, phone 330-941-1436) or the Department Chair, Dr. Robert Beebe (e-mail rjbeebe@cc.ysu.edu, phone 330-941-1437). Suggestions for improving the Bulletin are welcome and should be sent to Dr. Beebe. If you do not wish to receive the Bulletin, please contact Willa to have your name removed from the e-distribution list.

NEWS

1. The full-time faculty of the department has grown this year. In addition to Dr. R. Beebe, Dr. C. DeBlois, Dr. R. Levin, Dr. R. McEwing, Dr. J. Pusch, Dr. E. Tokar, and Dr. C. Vergon, the department now includes Dr. R. Baringer and Dr. G. Edirisooriya .
2. In response to numerous student requests, we are offering a special summer course "Workshop in Grant Writing" under the title EDADM 6995: Workshop in Educational Administration (Course Code 4721). This course provides an excellent opportunity for you to develop skills in this increasingly important area. Since the department will need to demonstrate a minimum enrollment, it is important that all interested persons sign up as early as possible. You may wish to enroll as part of a team from your school district. Perhaps your district will provide financial support.
3. Several M.S. Ed. courses that are being taught this summer are not scheduled to be taught again until the spring of 2004. These courses are FOUND 6902: Sociological Bases of Education; EDADM 6915: Learning, Teaching, and Instructional Leadership; EDADM 6933: Educational Policy, Politics, and Change; EDADM 6952: School Finance, Resource Planning, and Management; and EDADM 6955: Professional Development and Human Resources. If you wish to take any of these courses before the spring of 2004, you should register for them this summer.
4. Two doctoral courses being taught this summer will not be taught again until the summer of 2004. These courses are EDADM 8100: Professional Skill Development Seminar, and EDADM 8122: Leadership in Education. If you wish to enroll in either of these courses before the summer of 2004, you should register for them this summer.

5. All Clinical Experience courses are being taught this summer. This should help those students who wish to complete degree or licensure programs before the fall. Students who register for any of these courses must contact the instructor, Dr. C. Vergon (e-mail cbvergon@cc.yzu.edu, phone 330-941-1574) for information about an advance meeting of these classes in late March. They must also complete a Clinical Practice Application prior to the first day of class. Guidelines on the prerequisites for each Clinical Experience and the Clinical Practice Application form may be found on the departmental website.

6. Persons preparing specifically for licensure as a Principal at the Middle School level should know that the Clinical Experience and Curriculum courses that are required for this license are being tailored specifically to the Middle School. Contact Willa for details.

7. The first course that doctoral students usually take is EDADM 8100: Professional Skill Development Seminar, which became a required course in the summer of 2000. Designed to help beginning doctoral students be successful, this course is open to all doctoral students.

8. Master's comprehensive examinations will be administered this summer on July 19. Doctoral comprehensive examinations will be given on July 19 and July 26. For details on registering for comprehensives, contact Willa.

9. Doctoral students who have completed comprehensive examinations are reminded that doctoral faculty are available for dissertation advisement throughout the summer. The summer often provides an excellent opportunity to make progress on the dissertation, and we encourage you to make good use of this time. Dissertation credits are earned in EDADM 8190: Dissertation Study. We are committed to helping you move on to graduation as quickly as possible.

PROCEDURES

1. Registration for current students begins on April 8. In planning for registration, you will need to consult both your curriculum advisement sheet (or transcript evaluation) and the final university Schedule of Classes. If you need a copy of a curriculum advisement sheet (or transcript evaluation), contact Willa. The class schedule will be available on April 1 in the departmental office, at various locations on campus, and on the Schedule of Classes web page (www.yzu.edu/calendars/springsummer2003.pdf).

2. Be sure enroll in any courses that are prerequisites for other courses you plan to take. You may wish to consult the departmental Course Rotation Schedule through the summer of 2006, which may be found on the departmental website.

3. In order to register for classes, you must have the following four items of information: (a) your patron ID number (found on your YSU ID card and also on the letter from Enrollment Services informing you of registration), (b) your PIN number (the month and date of your birth, the last four digits of your social security number, or another four digits you have chosen), (c) the Course Code for all courses for which you wish to register, and (d) whether or not you want a parking pass.

4. You may register for classes in any of four ways: (a) in person as described in the Schedule of Classes, (b) electronically using the SOLAR system, (c) until May 14 by telephone through Willa, or (d) until May 14 by mail, fax, or e-mail using the Registration Form which may be found on the departmental website.

5. Changes in registration may be made by contacting Willa at any time during the term. Remember that all YSU deadlines must be observed.

Robert J. Beebe, Chair
Educational Administration,
Research, and Foundations
Beeghly College of Education
Youngstown State University
Youngstown, OH 44555-0001
Phone: 330-941-1437