



MAKE A DIFFERENCE

Become a program administrator

WITH SEATTLE PACIFIC UNIVERSITY'S
SCHOOL OF EDUCATION

**PROGRAM
ADMINISTRATOR
CERTIFICATION**



Be on the front end of change

The field of education is rapidly evolving. More than ever, school districts and families need program administrators to guide district employees and shape curriculum and practices for the success of each and every student.

As a program administrator, you will have the unique opportunity to impact the services and environment of programs that directly impact students and families in your district. This kind of work requires a special kind of leader.

If you are ready to take that next step in your career, the program certification program at Seattle Pacific can equip you to meet these challenges.

SPU's program by the numbers



Program Administrator courses
are offered on SPU's campus
and online

7

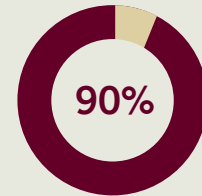
Number of core classes
required to earn your program
administrator certification
(Based on quarter system)

3

Number of tracks to
choose from to complete
the program

3

Quarters of internship
supported by mentors and
field supervisors



Percentage of
certification completers
who now hold a program
administrator position

Seattle Pacific University's

Program Administrator Certification

Develop your leadership skills

The program administrator certification program offers current research and best practices to help you become an effective program leader. You will learn, critique, and apply theories from interpersonal relations, finance, student learning, supervision of instruction, and educational law for a broad range of leadership roles.

Personalized for you

SPU's program chair will build a personalized study plan in consultation with each student.

Synchronous online classes with low residency opportunities

Program administrator candidates across Washington State can earn their program administrator certificate via a

synchronous online course sequence with low residency opportunities. All classes are offered online, many with in-person hybrid options. Internship seminars are presented in person with the opportunity for those outside of Western Washington to participate through video communication platforms. Courses are offered on the quarter system with once-per-week evening classes. Internship seminars are held on Saturday mornings once per quarter.

Finish in 14 months

You can earn your Washington Program Administrator Certificate in as few as five quarters. Most students finish in 14 months.

Summer-only option available

This option allows you to take four classes one summer and three the next with your required internship during the school year in between. Summer courses are held on weekdays in July.



Eligibility requirements

Program Administrator Certification

The program administrator certification program can be taken as a “stand alone” certificate. Individuals who qualify to enter the Educational Leadership Program and already have a master’s or other advanced degree do not need to complete a second master’s degree in order to obtain certification as a district program administrator.

If you hold a bachelor’s degree, you can complete your master’s of education (MEd) in educational leadership in conjunction with your program administrator certification.

Priority Application deadlines

Autumn Quarter — August 15
Winter Quarter — November 15
Spring Quarter — February 15
Summer Quarter — May 15

For more information

Visit spu.edu/programadmin for required application materials.



Questions? Contact
Graduate Admissions at
gradadmissions@spu.edu
or 206-281-2566.

