



Dear Student:

Congratulations on your admission to the Brooklyn College Master's Degree Program in Educational Leadership. As you may be aware, State requirements for preparation programs in School Building Leadership (formerly the SAS certificate) and School District Leadership (formerly the SDA) have been radically changed.

Our program is one of the few in New York State leading simultaneously to School Building and School District Leader certification (SBL and SDL) after graduation and passage of required State exams. Students pursue their studies in cohorts over 3 semesters (e.g. fall, spring, fall) taking courses in a set order according to the enclosed scope and sequence document. For the first semester, content courses are "School Instruction and Curriculum Development, Innovation, and Evaluation" (Education 772.3) and "Management and Finance Functions in Educational Leadership" (Education 775.4). These two classes meet on Thursdays from 5:05-6:45 pm and 6:55-8:35 pm, or online.

In addition, students enroll in 2 block-scheduled Colloquium courses, meeting for a total of 100 minutes per week (or equivalent; the Colloquium block often meets bi-weekly for 200 minutes) plus conference, usually on Tuesday or Wednesday beginning at approximately 5:00 pm. Scheduling will be arranged at the beginning of the semester. The Colloquium applies core content to field-based inquiry, including 150 hours of fieldwork per semester, in keeping with new State regulations.

Please note that each semester all courses are co-requisites. Students are not permitted to drop courses without advisement and permission of the Program Head and only in hardship situations, since dropping adversely impacts learning in other courses and disrupts cohort stability, diminishing other students' experience.

Regarding the fieldwork requirement, please contact your proposed field supervisor immediately (usually a principal or assistant principal) to ensure their cooperation in developing and supervising of school and district field experiences totaling at least 450 hours during the 3 semester program. For your supervisor's information, a letter briefly explaining that role is enclosed. Please return the tear-off from your supervisor at the beginning of the fall semester. More information on the fieldwork will be provided by your Colloquium instructor in the fall.

Classes for Fall 2008 are scheduled to begin on Wednesday, August 27, 2008. Prior to that date, my office will contact you regarding registration. After registration, your first step should be to go to <http://portal.cuny.edu> and click on login to set up your CUNY account which will enable you to access your Blackboard course websites. In the meanwhile should you have any questions about the program, please do not hesitate to contact me at 718-951-5608 or [davidb@brooklyn.cuny.edu](mailto:davidb@brooklyn.cuny.edu). Registration matters can be addressed to the Program Secretary, Lorraine Greenfield, at 718-951-5213 or [lgreenfield@brooklyn.cuny.edu](mailto:lgreenfield@brooklyn.cuny.edu).

I look forward to meeting you and, again, congratulations.

Sincerely,

David C. Bloomfield  
Program Head  
Graduate Program in Educational Leadership