

# LEADERSHIP: CHIEF SCHOOL BUSINESS OFFICIAL (CSBO) (EDD) (PHD)

The Ed.D/Ph.D. with a Chief School Business Official concentration provides a solid foundation in school business management. You will acquire skills in analytics, accounting, budgeting, human resources, public relations and legal issues that are required to be a successful administrator. Coursework in this program is aligned to the national standards for the field as published by the Association of School Business Officials International. Included in the curriculum are six hours of clinical experience as required by the state of Illinois to be eligible for the CSBO endorsement. In order to obtain a CSBO endorsement, students will be required to show evidence that they have taken and passed the Illinois CSBO (Chief School Business Official) ILTS 185 or ILTS 224.

## General Graduate Admission Requirements

All applicants must meet the general admission requirements for Concordia University Chicago graduate programs as published in the Concordia University Chicago academic catalog (<http://catalog.cuchicago.edu/graduate/graduate-admission-student-services/>).

New students are accepted into graduate degree-seeking, certificate, endorsement and/or post-graduate programs for online and on-campus study in the fall, spring, or summer semesters. Previously admitted students seeking to change programs may do so at the beginning of a semester (only) by submitting a Change-of-Program quick app (<https://capp.cuchicago.edu/graduate/change-of-program/>). Applicants must be in good academic standing according to Concordia University Chicago's satisfactory academic progress standards at the time of requesting a program change.

## Degree Requirements for Ed.D. Track

Code	Title	Hours
<b>Doctoral Program Core</b>		
EDL-7140	Organizational Change	3
EDL-7210	Policy Analysis	3
EDL-7300	Ethics for Educational Leaders	3
FPR-7011	Philosophical and Theoretical Foundations of Leadership	3
<b>Research</b>		
RES-7605	Quantitative Analysis	3
RES-7700	Qualitative Research	3
RES-7900	Research Design	4
<b>Comprehensive Exam and Dissertation</b>		
COMP-7000	Comprehensive Examination (fee-based)	0
DISS-7010	Dissertation I	3
DISS-7020	Dissertation II	3
DISS-7030	Dissertation III <sup>1</sup>	3
<b>CSBO Specialization Courses</b>		
EDL-6150	School District Financial Planning and Analytics	3
EDL-6211	Principles of School Business Management	3

EDL-6510	School Fund Accounting and Budgeting	3
EDL-6520	School Finance Law	3
EDL-7110	Strategies of Educational Leadership	3
EDL-7120	Research-Based Decision Making	3
EDL-7220	Human Resource Administration and Bargaining	3
EDL-7310	Organization and Community Partnerships	3
EDL-6986	Internship in School Business Management I <sup>2</sup>	3
EDL-6987	Internship in School Business Management II <sup>2</sup>	3
<b>Total Hours</b>		<b>61</b>

- Upon completion of the nine required hours of dissertation coursework, candidates must maintain continuous enrollment with DISS-8000 Dissertation Supervision until program completion.
- Required capstone experiences for endorsement on the Illinois Professional Educator License (PEL).

## Degree Requirements for Ph.D. Track

Code	Title	Hours
<b>Doctoral Program Core</b>		
EDL-7140	Organizational Change	3
EDL-7210	Policy Analysis	3
EDL-7300	Ethics for Educational Leaders	3
FPR-7300	Philosophy of Scientific Knowledge	3
<b>Research</b>		
RES-7605	Quantitative Analysis	3
RES-7700	Qualitative Research	3
RES-7800	Mixed Methods Research	3
RES-7900	Research Design	4
RES-7620	Advanced Topics in Statistics	3
or RES-7710	Advanced Qualitative Analysis	
<b>Comprehensive Exam and Dissertation</b>		
COMP-7000	Comprehensive Examination (fee-based)	0
DISS-7010	Dissertation I	3
DISS-7020	Dissertation II	3
DISS-7030	Dissertation III <sup>1</sup>	3
<b>CSBO Specialization Courses</b>		
EDL-6150	School District Financial Planning and Analytics	3
EDL-6211	Principles of School Business Management	3
EDL-6510	School Fund Accounting and Budgeting	3
EDL-6520	School Finance Law	3
EDL-7110	Strategies of Educational Leadership	3
EDL-7120	Research-Based Decision Making	3
EDL-7220	Human Resource Administration and Bargaining	3
EDL-7310	Organization and Community Partnerships	3
EDL-6986	Internship in School Business Management I <sup>2</sup>	3

EDL-6987	Internship in School Business Management II <sup>2</sup>	3
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**Total Hours** **67**

- <sup>1</sup> Upon completion of the nine required hours of dissertation coursework, candidates must maintain continuous enrollment with DISS-8000 Dissertation Supervision until program completion.
- <sup>2</sup> Required capstone experiences for endorsement on the Illinois Professional Educator License (PEL).

## Doctoral Graduation Requirements

- Have on file an application as a doctoral graduate student in this program.
- Have on file one official transcript from EACH college/university attended of all previous coursework taken.
- Complete, for this degree and program,
  - the credit hours and levels as designated,
  - within the specified time limit,
  - with a minimum cumulative GPA of 3.0.
  - Students completing multiple advanced programs or degrees at CUC must have a 3.0 GPA in each academic program in addition to a minimum cumulative GPA of 3.0.
- If transfer credit is approved to be applied: have on file an approved "Graduate Transfer Credit Approval" form(s) or evaluation(s).
- Have on file the Intent to Graduate/Complete form with the Office of the Registrar by the published deadline.
- Have on record the dissertation uploaded into ProQuest.
- Take and pass the final examination or terminal requirements in the program during or after the final course.
- Approval of the faculty.
- Payments of all tuition and fees due to Concordia University Chicago. All holds must be removed to receive transcripts and diploma.

Every attempt has been made to include information to aid the student with information about his/her program, degree and graduation/completion requirements. It is, however, the student's responsibility to complete all steps and meet all deadlines relevant to graduation requirements.