Educational Leadership Tier 1 Certification Program
FAQ and Program Information

What is Educational Leadership Tier 1 Certification?

Educational Leadership Tier 1 is a certification-only program that may be added to an existing master's degree (or higher). Tier 1 is considered entry-level and prepares candidates for P-12 school-level positions below the principal and for district-level positions that do not supervise principals. The program is designed primarily for classroom teachers and candidates in leadership roles.

At UWG, the Tier 1 program is 100% online. Courses are taught by both full-time faculty in the Educational Leadership department and current leaders (superintendents, principals, and district office leaders) in Georgia.

What is the average course load?

Candidates typically take two courses per semester and complete the program in three semesters. It is also possible to take only one course per semester. Because of the significant amount of clinically-based work in this program it is not recommended to take more than two courses in a semester.

What are the required courses?

Six entirely online courses are required. All courses are offered each summer, fall, and spring semester. Courses must be taken in the order listed on the program sheet.

Additionally, all candidates must have successfully completed the HB671 Exceptional Children's course to receive Tier 1 certification from the GaPSC.

What is the cost of the program?

Please use this Graduate Cost Calculator to get the cost per credit hour for this program.

Is this program eligible for Financial Aid?

Yes, Tier 1 Certificate students are eligible for Unsubsidized Loan funding through the FAFSA, and are subject to Graduate Loan Limits. Please visit the Financial Aid website for more information.

Are scholarships available?

There are four scholarships for students in the Educational Leadership program from the COE. Students can be considered for these scholarships and more by applying via the UWG Scholarship Portal. Applications are typically due in late January, and recipients will be notified before the closing of the spring semester. Scholarships awarded are for the following fall semester.

Are transfer credits or course substitutions considered?

No, this program does not accept any course transfers or substitutions.

What are the grade requirements for program completion?

A GPA of 3.0 or higher must be achieved by the end of the program in order to be recommended for certification. The lowest grade a candidate can earn for a course to count towards certification is a C. Students earning one F will be placed on Academic Suspension, and receiving two failing grades will result in Academic Dismissal.

Where do I go to receive assistance or have my questions answered?

New students entering the Tier 1 program will receive a welcome email shortly after admission from the academic advisor, Emily Fincham. Ms. Fincham can help candidates with registration questions and general expectations for the program.

The college is organized into several departments, led by a Department Chair who acts as the supervisor of the program faculty. Therefore, questions about resources, concerns about faculty members, and other supervisory issues should be brought to the attention of the Department Chair. The current Department Chair is Dr. Mary Alice Varga.

Certification and GACE questions should be directed to Kathy Jones.

What are the GACE Content Assessment in Educational Leadership (311) requirements?

Candidates completing the program are required to take and pass the GACE Content Assessment in Educational Leadership (test 311) to achieve state certification. Tier 1 students may register for the GACE 311 after successfully completing four of the six courses. Students will receive an email from the GaPSC with GACE 311 registration information at the beginning of their last semester in the program.

Additional information on the GACE 311 is available on the GaPSC website.

What is the registration process?

Please check the Registrar's website for guides on how to register. The registration and semester schedule are available on The Scoop.

Course Login and Online Technical Assistance

Since the entire program is delivered online, it is important for candidates to be aware of the help and support for online learning that is available here.

For login issues, please contact Student ITS at 678-839-6587.