



JELI Transcript Requirements

Loyola University Chicago, Graduate School of Education policy is:
 Official transcripts from all institutions attended for nine semester hours or more
 This includes all earned degrees being posted on the transcripts.

Area	Problem	Recommended Solution
Official transcripts	Opened transcripts are submitted.	We need all transcripts in sealed envelopes with a signature or school seal across the closure of the envelope.
Degree Posted to Transcript	Some institutions do NOT post	From all USA and most Israeli their degrees to the transcripts. institutions, we must have an original They just issue diplomas. official letter (in a sealed envelope with a signature over the seal) stating that the person has received a specific degree and the date granted. If an Israeli school will not issue such a letter, then we need documentation that they only issue a diploma. Then the diploma must be brought in and I will make a certified copy from the original.
Transferred Credits	No official transcripts for 9 or more semester. hours transferred in from another institution – often a sister institution in Israel.	We must have transcripts for all institutions where 9 or more semester hours were earned. (This is the equivalent of 3 classes in a semester system)
Transcripts from Israel	They can't obtain additional official transcripts from Israel.	If every effort has been made to obtain official transcripts but to no avail, bring in the original official transcripts in their possession. I will make certified copies from their originals.
Non-Related Transcripts	Applicants think that programs/courses not related to education or a degree are not necessary	Submit transcripts from ALL institutions programs/courses not related to where 9 semester hours or more have education or a degree are not been earned. (This is equivalent to 3 necessary. classes in a semester system.)
Workshops or Seminars	Applicants list workshops and seminars that are less than 9 semester hours or are not 'formal' education on their application.	These institutions do not need to be listed seminars that are less than 9 - especially since we cannot obtain semester hours or are not 'formal' transcripts documenting the courses.



Academic Program

Master of Education in Administration and Supervision

This is a special cohort program developed for the Jewish Educational Leadership Institute. The academic program comprises thirty hours (ten courses) of graduate courses over two summers followed by one fall term. In addition to the M.Ed. in Administration and Supervision, the course work satisfies requirements for State of Illinois Type 75 Administrative Certificate Endorsement. Moreover, each course in the

program is oriented to the special interests and needs of a Jewish day school administrator and is open only to those accepted into the Jewish Educational Leadership Institute.

Loyola University of Chicago Application

Interested candidates will receive a complete application packet to Loyola University Chicago for the

M.Ed. program. The application process involves forwarding to Loyola's School of Education Admissions Office: the completed application form, a personal statement of interest in this program, three letters of recommendation, transcripts of post-secondary academic work, and payment of the application fee of \$35. Priority consideration will be given to applications received by January 15, 2001; applications received after that date will be reviewed on a space-available basis.

Schedule of classes

First summer

ELPS 460 - School Administration: An introduction to the administration and governance of American private and public schools. The course provides an overview of educational administration and the societal, legal, financial and other forces that impact upon its functioning. It serves as an introduction to specialized courses that focus on specific aspects of administrative and leadership roles in the schools.

ELPS 476 - Technology in School Administration: A laboratory-based course on the uses of technology and the related skills of applying technology to the solution of problems in school administration, including design of information systems, networks and data bases, software selection, instruction, student testing and program evaluation, scheduling, communications and managing school support services.

ELPS 470 - School Supervision: An introduction to current research and practice relative to issues in the supervision of the instructional program and staff. The course includes analysis of the role of the principal as instructional leader, the relationship between supervision and the quality of instruction, planning for school-wide program supervision, formative and summative models of evaluation and effective techniques of staff development in a learning community.

ELPS 420 - Philosophy of Education: This course treats the philosophical bases of education as a socially and culturally diverse activity. For the purposes of this program, the course will include readings of major Jewish educational thinkers and will examine the goals specific to Jewish education. Students acquire the ability to develop valid philosophical arguments about educational practice and become adept at identifying philosophical issues embedded in current educational practice and controversies.

Second Summer

ELPS 463 - The Teacher and the Law: Provides prospective administrators with an overview of the legal system as it impacts school operations. Intended as a first course in school law; topics include: constitutional statutory and regulatory sources of school law, common school legal issues involving students, curriculum and personnel, problems of equity and justice in applying the law to school situations, and the role of the school attorney.

CIEP 401 - Exceptional Child: This course is designed to provide a psychological and educational examination of exceptionality as related to school-age children and youth.

ELPS 466 - School Finance and Budgeting: Study of the processes by which financial decisions are made by local school districts, with special emphasis on the roles of building and district administrators in the budgeting process. Included are the techniques of constructing and managing the budget, while addressing issues of need and equity in the school community. Also covered are the sources of school revenues and an introduction to the process and principles of facility planning~ Special attention will be given to fund-raising for the support of Jewish day schools.

ELPS 444 - American Schooling and Social Policy - A Historical Perspective: A historical analysis of American education in the twentieth century with special emphasis of the forces and movements affecting education in a culturally complex society. Special attention will be given to the response of the Jewish community in the United States to the development of a unitary public system of education as an instrument of acculturation.

Final Semester

ELPS 498 - Independent Study of Research on Best Educational Practices: A systematic investigation and interpretation of current research on instructional leadership for implementing best practices in curriculum, instruction, and assessment.

ELPS 562 - Practicum in School Administration: This course engages students in an intensive month-long administrative experience in a Jewish day school under supervision of a Loyola University instructor and a cooperating administrator at the Jewish day school. The practicum will utilize the school site as a laboratory for implementing and evaluating a set of best practices as identified in the independent study (see ELPS 498).

Additional Information for International Applicants (JELI)

Be sure to submit two extra forms under “Downloadable Forms”.

International applicants are required to submit non-U.S.A. transcripts (except from Yeshivas) to an outside credential evaluation service. Go to www.ece.org (Educational Credential Evaluators, Inc.) or www.wes.org (World Education Services) for information on this service and to download an application. Request the General evaluation. The evaluation is to be sent to Loyola directly from the credential service to the same address you are submitting your transcripts.

International applicants from non-English speaking countries must take the TOEFL (Test of English as a Foreign Language) exam. Applicants should score a minimum of 213 on the computer-based test or 550 on the paper test. More information is available at www.toefl.org. Allow 6 weeks for the scores to be submitted to the university.



How to Apply On-Line (JELI)

Go to Loyola University Chicago's School of Education home page at <http://www.luc.edu/schools/education>

Click "Apply Now" in the upper left-hand area of the screen

Select "Apply Online" under the Degree Program area. This will lead to three pages of application instructions. On the second page select "Administration & Supervision". Follow all of this information for the M.Ed. in Administration & Supervision EXCEPT for the deadline. While the deadline is March 15th, we recommend submitting applications by January 31st.

From the third page of instructions (which includes a mailing label), you connect to the actual on-line application. Create an account and log on. Please remember to keep track of your pin number and password until the entire process is complete.

You open the application by clicking on the link "Application for Admission" in the center area of the page. Please make sure to read through all of the instructions. You access the various sections of the application through the links in the gold box on the left.

In the "Application Information" section, make sure you select:
Master's
Administration & Supervision (JELI) M.Ed. School of Education
Summer II Semester
Year 2004

As you move through the application, if you need to pick a school in order to continue with correct instructions, select the School of Education. This specifically applies to the Statement of Purpose, but may apply elsewhere also.

If you submit your Statement of Purpose on-line, you are limited to 4,000 characters or about one page. If you would like to submit something longer, type "mailing the statement of purpose" and then submit it with your packet of transcripts. (If this area is left blank, the computer "thinks" the application is incomplete and you will not be allowed to submit your application.)

Recommendations may be done through e-mail or paper. For paper recommendations, you obtain the instruction sheet to give your recommenders from the "Downloadable Forms" link. For e-mail recommendations, you supply the e-mail addresses and the system will send an e-mail to the recommenders with instructions. (Please note that the recommender is limited to 4,000 characters which is about one page.)

Merit Award Information applies only to full-time students, so is not appropriate for JELI students.

When you are finished, be sure to print a copy of the application for yourself.

Paying the application fee is handled during the "Submit" process. You can pay this with a credit card or mail a check. (Please note that the university accepts credit card payments for application fees ONLY for on-line applications.)

To avoid the possibility of only partial submission, be sure to complete the "Submit" process all the way through several steps until it returns with a message that you have successfully submitted your application.

**FACULTY AND ACADEMIC ADVISORY CABINET
OF THE JEWISH EDUCATION LEADERSHIP INSTITUTE**

Dr. Margaret L. Fong is Dean of the School of Education and Professor of Counseling Psychology, Loyola University Chicago. An elected fellow of the American Psychological Association and past President of the Association for Counselor Education and Supervision, Dean Fong has 30 years of experience in higher education; the last 10 years in administrative positions.

Rabbi Dr. Harvey A. Well is Superintendent of Schools of the Associated Talmud Torahs of Metropolitan Chicago. Rabbi Well, who holds a Ph.D. from Loyola University in Educational Administration and Supervision and a Type 75 Certificate from the State of Illinois, has been a teacher, principal, and administrator of Jewish schools for over four decades. Rabbi Well also serves as the Rabbi of the largest Orthodox synagogue in the Midwest.

Rabbi Dr. Gerald A. Teller received his Doctorate in Education from Wayne State University, a Bachelor of Arts, Brooklyn College; Master of Hebrew Letters, Jewish Theological Seminary; Ordination, Jewish Theological Seminary, Yeshivat Mercaz HaRav; and a Master of Arts in Education, University of Detroit. He was the Superintendent of Education at the United Hebrew Schools of Detroit and the Board of Jewish education/Community Foundation for Jewish Education in Chicago. He is the recipient of a number of awards and grants including an Honorary Doctorate from the Jewish Theological Seminary. He has published widely in the field of Jewish education.

Dr. Dane A. Delli is Assistant Professor of Administration and Supervision at Loyola University Chicago. Dr. Delli is a former middle school and high school principal and he maintains research interests in human resources management; specifically, employee selection, retention, and compensation. He has also assisted 23 local school boards in selecting criteria for developing administrative salary schedules.

Rabbi Dr. Yaacov Dvorin is the principal of Hillel Torah North Suburban Day School in Skokie, Illinois. Prior to his becoming the principal in 1998, he served as the Assistant Principal of the school. Rabbi Dvorin also served as the Director of Religious Studies at the Sager Solomon Schechter Day School in Northbrook and as the interim Assistant Principal. Rabbi Dvorin received his doctorate from the Hebrew Theological College of the Jewish University of America in Religious Education.

Dr. Erwin H. Epstein is Professor and Chair of the Department of Leadership, Foundations, and Counseling Psychology at Loyola University Chicago. Prior to his current position at Loyola, Dr. Epstein had been Professor of Educational Policy and Leadership, and for several years, Director of the University Center for International Studies at The Ohio State University. He recently completed a 10-year term as editor of the Comparative Education Review.

Dr. Shana Erenberg is Chairman of the Department of Education and Professor at Blitstein Institute of the Hebrew Theological College, is the Director of the Keshet Sunday School, and Special Education Consultant for the Community Foundation for Jewish Education and the Associated Talmud Torahs. Dr. Erenberg also maintains a private practice for diagnostic evaluation and remediation of learning disabilities, and is a member of the Board of Examiners for the Illinois State Board of Education.

Dr. Janis Fine is Associate Professor of Education Administration and Supervision at Loyola University Chicago and serves as the graduate program director for that area. In her teaching and scholarship, Dr. Fine joins theory and practice to illuminate administrative decisions, especially as they bear upon attaining excellence in instructional leadership. Before joining Loyola's faculty 11 years ago, Dr. Fine spent 15 years in the Chicago Public Schools, including 10 years administering special education programs for 25 high schools.

Lawrence M. Friedman, B.A., J.D., C.P.A. is a partner in the Chicago based international law firm of Lord, Bissell & Brook. A frequent speaker and writer, he is an Adjunct Professor at IIT-Chicago Kent College of Law and has co-authored chapters of two treatises. Mr. Friedman has served as Vice Chairman, member of the Executive Committee and as a Director of the Jewish Federation of Metropolitan Chicago and as Secretary and a Director of the North Shore Performing Arts Center Foundation. Mr. Friedman is listed in Who's Who in America.

Dr. James Fritts joined Loyola's School of Education in January 1998, as Visiting Assistant Professor, following a 30 year career in Skokie District 68 serving in several administrative capacities. He currently teaches courses in School Finance and Business Administration and in School Law. A frequent speaker at Illinois conferences on school revenue and budgeting topics, he also serves as a consultant to local and midwest school districts specializing in organizational studies for district administrative services and searches for school financial officers. He has also served as financial consultant to the North Lawndale College Preparatory Charter High School.

Dr. Harold Goldmeier earned a doctorate in education from Harvard University where he was a Research and Teaching Fellow for three years. Dr. Goldmeier has taught in the Chicago Public Schools, and has published more than twenty articles on education and human relations.

Dr. Robert J. Gordon earned his doctorate from Harvard University in Chemical Physics. He is a Professor of Chemistry and the Chair of the Executive Committee in Jewish Studies at the University of Illinois at Chicago. Professor Gordon is the director of a research group that specializes in the applications of lasers to chemistry which is funded by the National Science Foundation and the Department of Energy and is the author of over one hundred research papers, thirteen book chapters, and two books.

Dr. Vivian Gordon, B.A., J.D., Ph.D. from Northwestern University; is an Adjunct Professor at the Anne M. Blitstein Teachers Institute for Women of the Hebrew Theological College. Dr. Gordon served as Assistant Professor at the John Marshall Law School and as a Hearing Officer for the Illinois State Board of Education. Dr. Gordon has received numerous awards including the Chicago Volunteer Legal Services Award; YWCA Leadership Award; Outstanding Young Women in America Award; Outstanding Young Woman Lawyer of the Year; United Nations International Youth Year Award; National Bar Association Award; and the National Endowment for the Humanities Fellowship.

Dr. Madeline Hafner is an Assistant Professor at Loyola University Chicago where she focuses on Educational Administration and Supervision. She is committed to active pedagogical practices in the preparation of self-reflective school leaders. Her research endeavor focus on spirituality and education and postmodern leadership practices. Dr. Hafner's background in special education fuels her focus on educational equity in both her teaching and research efforts.

George D. Hanus is Chairman of the Jewish Education Leadership Institute and also Chairman of the National Jewish Day School Scholarship Committee - Operation Jewish Education/The 5% Mandate. Mr. Hanus is past Chairman and current Chairman Emeritus of Ida Crown Jewish Academy in Chicago, Illinois. He is Vice Chairman and Director of the Jewish Federation of Metropolitan Chicago and the Jewish United Fund and served as a member of the Executive Committee and the Overall Planning and Allocations Committee of the Jewish Federation. Mr. Hanus is past President and Chairman of the Hillel Torah North Suburban Day School in Skokie, Illinois, and a Trustee of the Kollel Torah Mitzion of Chicago. He is also a past elected Trustee of the Niles Township High School District #219 in Illinois.

Dr. Todd Hoover received his doctorate from University of Nebraska, Dual Emphasis: Educational Psychology and Secondary Curriculum. He has been teaching at Loyola University Chicago since 1979. His teaching responsibilities include Microcomputers in School or Agency; Statistics for Behavioral Sciences; Computers in Educational Research; and Classroom Assessment. He has also been a Teacher Preparation Committee Member [for Technology Enhancement].

Dr. Stephen M. Karesh is an Assistant Professor at the University of Illinois. He received his doctorate from the University of Maryland and engaged in postdoctoral research at George Washington University. Dr. Karesh is the author of 2 books and 17 publications.

Harvey Kogan received his B.S. from the University of Louisville, and his M.B.A. from Farleigh Dickinson University. Mr. Kogan is Treasurer of the Builders Group of Companies.

Rabbi Dr. Leonard A. Matanky is the Associate Superintendent of the Associated Talmud Torahs of Chicago, and Director of its Morris and Rose Goldman Computer Department of Judaic Studies. A graduate of Chicago area Jewish day schools, (including the Ida Crown Jewish Academy, where he concurrently serves as Dean) Rabbi Matanky was ordained and received a Masters degree in Religious Education from the Hebrew Theological College, a Masters degree in Educational Administration from Loyola University and a Ph.D. from New York University. Rabbi Matanky has lectured across the United States, Israel and in Europe and is the author of numerous educational articles.

Rabbi Michael A. Myers received his B.A. from Loyola University, his M.A. in education administration from the University of Illinois, and Semicha, Rabbinical ordination, from the Hebrew Theological College. He is the recipient of the Kohl International Fellows Award in and was selected as a Jerusalem Fellow. He currently serves as Director of Jewish Studies of Ida Crown Jewish Academy and as Principal of General Studies at the Telshe Yeshiva.

David Nadoff, B.A., J.D., M.A. has a bachelors degree (summa cum laude), a masters degree in Philosophy from Loyola University Chicago, and holds a law degree (summa cum laude) from Northwestern University Law School. He is an autodidact in Torah studies.

Dr. F. Michael Perko S.J. (Ph.D., Stanford University) is Professor of Education and of History at Loyola University of Chicago. Two of Dr. Perko's major areas of study are religion and schooling, including Jewish education, in America, and Israeli education, history, and culture. He has published articles on these topics in

English and Hebrew-language periodicals in the United States, Britain, and Israel as well as The Historical Dictionary of American Education

Dr. Robert E. Roemer is Professor of Educational Leadership and Policy Studies at Loyola University Chicago and serves as the graduate program director in that area. He also coordinates the School of Education programs

at Loyola's campus in Rome, Italy. Dr. Roemer's area of specialty is philosophy of education and cultural history as that it relates to shaping the past and present agenda for education. Dr. Roemer has been on the faculty of Loyola University since 1989, serving as dean of the School of Education until 1996.

Dr. Alvin I. Schiff is the Irving I Stone distinguished professor of education at the Azrieli Graduate School of Yeshiva University and has been chief executive officer of the Board of Jewish Education of Greater New York, and was director of Graduate Jewish Education at Yeshiva University. He has also served as visiting professor or lecturer at New York University, Brandeis, Harvard, City University of New York, York University in Toronto, Canada, and at the Hebrew University in Jerusalem and Tel-Aviv University. Dr. Schiff has been past president of the Council of Jewish Education; former chair of the American Advisory Council of the Department of Education of the Jewish Agency for Israel; honorary president of the Educators Council of America; chairman of the Principals' Certification Committee of the National Board of License; and the founding president of the National Center for the Hebrew Language. Moreover, Dr. Schiff was founder of the March of the Living, USA, the National Bible Contest, the Salute to Israel Parade, and the Association of Directors of Central Agencies for Jewish Education. He has served as member or chair of boards and advisory councils of many major academic, educational and communal organizations including Brandeis University, Yeshiva University and the New York State Education Department. A fellow of the Jewish Academy of Arts and Sciences, he has been honored by numerous institutions, including the Hebrew University, Brandeis and Yeshiva Universities, City University of New York, the Jewish Theological Seminary of America, the New York State Education Department, the Council of Education in Australia, UJA, CJF, Israel Bonds and The Conference of Jewish Communal Service.

Jill Weinberg is the Midwest Regional Director for the United States Holocaust Memorial Museum. She has served in that position for the past twelve years. Prior to her work with the United States Holocaust Memorial Museum, she worked for the Jewish Federation of Metropolitan Chicago for 11 years where she served as Director of Continuum, Director of Missions, Director of Leadership Development and coordinator of the Hillel-CAYS Graduate Student Programs. Ms. Weinberg holds an M.S.W. from Yeshiva University, Wurzweiler School of Social Work and a B.A. from Colorado College.

Lois Zoller has devoted her life to a diverse group of important national and international general and Jewish community. Currently, she is Campaign Chairperson of the Jewish United Fund and has served on the Boards of Trustees for Anshe Emet Synagogue, Bernard Zell Anshe Emet Day School, Mt. Sinai Hospital, Jewish Family & Community Service, Response Center, and the Spertus Institute of Judaic Studies. She has served as President of the Woman's Division of the Chicago Federation of Metropolitan Chicago. She is an Executive Board member of the American Jewish Joint Distribution Committee (JDC) and serves on the Executive Committee of the Joint Distribution Committee (JDC), Livnot U'Lehibanot National Board, American Friends of Weizmann Institute of Science Board of Governors, and on the Executive Committee of the Joint Action Committee (JAC).