

# School of Continuing & Professional Studies

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## Mission Statement

The mission of the School of Continuing and Professional Studies is to prepare adult students for success in emerging global, corporate or industrial environments. The School is committed to creating and offering programs designed to serve the adult population with a particular focus on mid-career adults desiring to advance their professional careers and/or fulfill personal achievement goals. The School is dedicated to offering all programs in convenient and flexible formats.

## Application Procedures

Currently, the graduate program accepts candidates twice a year: Spring and Fall. Students interested in a spring start (January) should submit application materials by November 15. Students interested in a fall start (September) should submit application materials by August 1.

Students who meet the eligibility requirements will be considered for matriculation into the Master of Science in Organizational Leadership degree program. Students interested in applying to the program must meet the following admissions standards:

1. A bachelor's degree from a regionally accredited institution of higher learning.
2. Generally, a minimum cumulative GPA of 2.75 for courses taken in achieving that bachelor's degree is required, but other factors, such as work experience and GPA on most recently taken courses will be considered.
3. Work experience of at least three (3) years.
4. Demonstrated potential for study of Organizational Leadership at the graduate level.

## Transfer Credits

Students may transfer a maximum of six (6) graduate credits to the program. An official transcript from a regionally accredited institution of higher learning is required.

## Admission

The admissions committee process includes ongoing review of student application materials to ensure prompt admissions decisions. Applicants will be assessed primarily based on the following criteria:

1. Overall G.P.A.
2. Applicant's personal qualities (evident by resume which should include examples of academic, professional and extracurricular achievement)
3. Recommendations- Applicants must submit two letters of recommendation attesting to the applicant's intellectual ability, leadership potential and ability to complete the program.

4. Personal Statement-Applicants are required to submit an essay that reflects program interest as well as personal and professional goals.

## MSOL Program Summary

The Master of Science degree in Organizational Leadership is a 33 credit program. The program consists of nine 3-credit core courses and two 3-credit elective courses. Currently, the elective courses offered are in three areas: General Organizational Leadership, Human Resources, and Public/Non-Profit.

Nine (9) core courses:

MSOL 601	Fundamentals of Organizational Leadership	3
MSOL 605	Leadership Communication and Coaching Essentials	3
MSOL 610	Leading Across Cultural and Global Boundaries	3
MSOL 615	Metrics for Today's Leader	3
MSOL 620	Shaping the Learning Organization	3
MSOL 625	Ethics and Spirituality in the Workplace	3
MSOL 642	Collaborative Project Management	3
MSOL 690 & MSOL 691	Capstone-Consulting Project and Capstone Consulting Project	6

Students may select any 2 courses from the following list of electives to fulfill the degree requirements: 6

### General Organization Leadership Electives

MSOL 630	Organizational Planning, Administration and Governance	
MSOL 641	Talent and Performance Management	

### Human Resource Electives

MSOL 651	HR Issues in the Workplace	
MSOL 652	Employment Law for Organizational Leader	

### Public Service Electives

MSOL 661	Non-Profit and Government Leadership	
MSOL 662	Issues in Civic Engagement	

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Total Credits 33

## Learning Goals

By the completion of the program, students will:

1. Demonstrate appropriate competency in oral, written, and presentation skills as well as interpersonal relations.
2. Lead and participate effectively in small and large group settings.
3. Determine ways to achieve maximum effectiveness in an organization including planning, problem-solving, and decision-making.
4. Devise tools and techniques to address the culturally diverse organization.
5. Develop an approach to lead ethical organizational behavior.