Ed.D. in Leadership
We look forward to supporting you through the application process. You can find application support resources here. The online application includes additional guidance.

Application Deadline: Applications due Feb 1. All supporting materials must be submitted by March 1.

Step 1: **Online application:** Create your online graduate application account. Choose the year that aligns with your expected start semester: [https://www.vcu.edu/admissions/apply/graduate/](https://www.vcu.edu/admissions/apply/graduate/)

Step 2: **Statement of Intent:** Please submit a comprehensive statement to describe how your motivations for pursuing a doctor of education degree in leadership aligns with your experience and career goals based on three lenses: leadership for equity, leadership for accountability, and leadership for learning environments.

Step 3: **References:** The system has an area for you to submit the names and emails of three letters of reference from professional or academic contacts. Select a “Due Date” anytime before the deadline. Use the “Notes” area to share what you would like your references to highlight to support your statement of intent or other areas of your application.

Step 4: **Transcripts:** You can upload PDF copies of your unofficial transcripts for the review/decision process. You will be required to submit official academic transcripts from all institutions you have attended to enroll. If you have completed a program at VCU, if you have unofficial copies, please upload these to expedite the process, if not, admissions will manually pull your transcripts. Please mail your official transcripts to the following mailing or email address: VCU Office of Graduate Admissions, Box 843051 / Richmond, Virginia 23284-3051 E-Transcripts: gradmail@vcu.edu

Step 5: **Testing requirement:** For summer 2022, there are two options regarding submission of standardized test scores.
- Option 1: Please submit either a GRE or MAT taken in the last five years. [Testing resource is here.](https://www.vcu.edu/admissions/apply/graduate/)
- Option 2: In lieu of a test score you may submit an additional written statement, a Statement of Leadership.
  - Statement prompt: Describe actions you have taken, in your personal and professional experience, that illustrate your core leadership philosophy and values and how you have led in informal and formal capacities. Under “academic history,” select “standardized test” and choose “I am not adding any standardized test.” Then, under “program materials,” select the “documents” tab and upload your prompt in the “Other” tab.

Step 6: **Supplemental Questions section:** Please rank order your preferred learning community (Higher Education, K12, or General Leadership, and your preferred learning modality (online or face-to-face). Note: Face-to-face classes meet one weekday evening from 4:00 - 6:40 pm and five Saturdays from 9:00 to 4:00 on the VCU Campus. A minimum number of students is required to administer a given learning community or modality.

Step 7: **Professional CV or Resume:** Include institutions attended including program, work history highlighting at least three years of leadership experience, professional/community service involvement and any applicable awards and honors.

Step 7: **Submit application fee and push submit:** Please submit the application fee in order to submit your application.

Step 8: **Receiving and accepting your admissions decision:** You will receive an email recommending you for admission from your Department. Your official admissions letter will come from VCU graduate admissions. Upon receipt of the official letter from VCU, you must email respondgrad@vcu.edu to confirm your acceptance into the program. This will allow the system to create a formal account that will allow you to register.

Step 9: **Review the Accepted Graduate Student Checklist** for critical next steps as you transition to VCU.

Please contact us at with any questions throughout the process: soeinfo@vcu.edu and/or soeogs@vcu.edu.