

Educational Leadership Seminar Application

EL 600, EL 601, EDL 545/745, EDL 790

Instructions: Complete this Leadership Seminar Application and attached Student Transaction Form. Submit the application
Submit application to: fceadvise@nova.edu

Eligibility: Registration for the EL 600, EL 601, EDL 545/745, and EDL 790 Leadership seminar courses is restricted to those students who meet the eligibility requirements listed below. Academic advisors screen to ensure that students are correctly admitted, following the required curriculum, and ready to take the final academic course. All content courses must be completed, with allowance to take one concurrently with the leadership seminar course.

Upon application review and approval by the academic advisor, the Student Transaction Form will be submitted to the Registration team.

Name: _____ **Date:** _____

NSU ID #: _____ **NSU Email:** _____

Primary Phone: _____ **Secondary Phone:** _____

1. Select Residence:

Florida Nevada Other state _____

2. Select degree program:

MS (*Teachout*) EdS

3. Select Seminar:

Florida State Approved Program in Educational Leadership, MS, and EdS,

EL 600 **EDL 790**

Management and Administration of Educational Programs, MS degree only

EL 601 (recommended for 5 course core) **EL 600** (option for 8 course sequence)

Nevada State Approved Program in Educational Leadership **AND** other states:

MS degree (*Teachout*) **EDL 545** EdS degree **EDL 745**

4. Select Start Term:

Fall Winter Summer

5. Student Transaction Form

Complete the attached STF and submit.

Approved – Registration entered: _____ **Denied – Student notified:** _____

Application and Student File Reviewed by: _____ Date: _____



NOVA SOUTHEASTERN UNIVERSITY
 Enrollment and Student Services
 Office of the University Registrar
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 (954) 262-7200 • 800-541-6682 • Fax (954) 262-3256

Student Transaction Form

STF
STF

(one semester per form only)

Last Name _____ First Name _____ Middle Initial _____

NSU ID _____ Phone Number _____ Semester _____

This form is ONLY to be used for registration or withdrawal requests that cannot be completed in real time through SharkLink or WebSTAR, for instance, after the drop/add period has passed. **Please note that beginning with the Spring 2014 term, all students registering for classes MUST complete a new Student Enrollment Agreement (SEA) each semester.** Although registrations submitted will generally be processed within three business days, they are not fully secured until the SEA for the appropriate term/semester has been completed online. To complete the SEA, follow the steps below within three days of submitting this Student Transaction Form:

Login to **SharkLink** ▶ on the student tab locate **Records & Academics** ▶ click on **Course Information** ▶ select **Registration-Add/Drop** ▶ select the term

Allow three business days for your request to display on your student record. However, requests processed will be cancelled if you fail to complete the SEA.

Courses to Add

Course Ref. No.	Subject	Couse No.	Section	Course Title	Start Date/End Date	Cr. Hrs.

Courses to Drop or Withdraw

Course Ref. No.	Subject	Couse No.	Section	Course Title	Start Date/End Date	Cr. Hrs.	Last Date of Attendance Office Use Only

Student Signature _____

Date _____

Academic Advisor Signature _____

Print Name _____

Extension _____ Date _____

Office Use Only	
Processed by _____	Date _____