ACADEMIC SERVICES

Office: 489 Education; 313-577-1601
Assistant Dean: Paul W. Johnson
Pre-Admission Graduate Advising: LaSondra Dawn, Deborah Gibson, KaRie Jorah-Rood, Mary Waker
Graduate Programs Outreach Specialist: Gloria McDonald
Undergraduate Advising: Fawne Allossery, Kurt Troutman
Undergraduate Success Coach: Daniel Lewis III
Undergraduate Recruitment Coordinator: Jeffrey Lisiecki
http://coe.wayne.edu/admissions/index.php (http://coe.wayne.edu/admissions/)

Purposes of the Division
The Division of Academic Services in the College of Education is responsible for Undergraduate Advising, Graduate Admissions, Graduation & Certification, Curriculum: Course & Program Proposals, Course Scheduling & the Bulletin, Student Education Council, Education Scholars Alliance Program, and Graduate Faculty Appointments.

Advising Services
Advising in the College of Education is centralized for undergraduate students in the Division of Academic Services and decentralized for graduate students in the four academic divisions of the college: 1) Administrative and Organization Studies, 2) Kinesiology, Health and Sport Studies, 3) Theoretical and Behavioral Foundations, and 4) Teacher Education. Undergraduate students have professional advisors and graduate students are advised by faculty in the student's program. Every student admitted to the College of Education is assigned an advisor.

Pre-Admission Graduate Advising
Academic Services provides pre-admission advising to students interested in graduate programs. Graduate advisors provide guidance with program selection, the satisfaction of admission requirements and completion of the graduate admission application.

Graduate Student Services

• Degree and certificate audits for graduation.

• Recommendations to the Michigan Department of Education for certification and licensure (see the Certification section below).

• Plans of work for teaching endorsements in the core subject areas.

• Requests for time extensions and monitoring of the university's academic probation system.

Certification
As a liaison to the Michigan Department of Education, the Division of Academic Services recommends candidates for initial certification as teachers, administrators, and school psychologists; approvals for supervisors and directors of Special Education; and licensure for school counselors. Additionally, the division helps candidates secure endorsements to existing teacher and administrator certificates.