

Preliminary Administrative Services Credential Program
Payment Options and Schedule*
2025-2026

*due dates subject to change closer to program start

- Option 1:** Pay the full amount of \$8,750 by check; payment due by August 15, 2025.
- Option 2:** Pay in two installments by check; first payment of \$4,375 due August 15, 2025, and the second payment of \$4,375 due February 13, 2026.
- Option 3:** The participant's district may pay the cost of tuition in one (1) check for \$8,750. The participant and district are responsible for reaching this agreement. The participant will provide SCOE the district information for invoicing via their acceptance form.
- Option 4:** The participant's district may pay the cost of tuition in two (2) checks for \$4,375. The participant and district are responsible for reaching this agreement. The participant will provide SCOE the district information for invoicing via their acceptance form.
- Option 5:** A loan for \$8,750 through SchoolsFirst Credit Union.
➤ This option allows participants a 12-month delayed repayment to Schools, and 1098 tax forms are provided for tax filing.
➤ *Other payment options do not include these provisions.*
- Option 6:** A loan for \$8,750 through Sallie Mae Education Loan Program.
- Option 7:** If enrolling in the Master's Program, participants may apply for federal financial aid to pay for both the Preliminary Administrative Services Credential Program and the Master's Program. It is the participant's responsibility to pay the Leadership Institute directly for the program cost of \$8,750 once loan disbursements have been sent to the participant.

Additional Costs for Master's Program**

\$425 x 6 courses = \$2,550 (Cost of 18 semester units earned for the Preliminary Administrative Services Credential Program). Payment(s) are made directly to National University.

\$1,404 x 4 courses = \$5,616 (Cost of 12 semester units for Year 2 of the Master's in Applied School Leadership Program). Payment(s) are made directly to National University.

** Costs for the Master's Program are subject to increase.