



ORGANIZATIONAL LEADERSHIP

PURDUE UNIVERSITY®
FORT WAYNE

GRADUATE STUDIES
MASTER OF SCIENCE IN
ORGANIZATIONAL LEADERSHIP

PFW.EDU/GRADUATE



A MESSAGE FROM THE DIRECTOR

On behalf of the Department of Organizational Leadership (OL) at Purdue University Fort Wayne, I appreciate your interest in our graduate program. Enclosed is information about OL graduate studies. I welcome, and look forward to answering, questions regarding the program. You may reach me at 260-481-6539 or by e-mail at kirchnem@pfw.edu.

Congratulations on taking this step in your educational and professional career.



Michael Kirchner

Associate Professor
Organizational Leadership Graduate Program Director
kirchnem@pfw.edu

BENEFITS

SPECIALIZE YOUR DEGREE

Choose from two concentrations to specialize your degree and earn the skills and knowledge to advance your career and increase your potential.

Human Resources

Master the skills you need to promote organizational diversity, develop and manage compensation plans, and encourage a healthy work environment.

Leadership

Focus on the skills and tools to influence behavior, lead project teams and other functional areas of responsibility, and effect organizational change.

EXPERIENTIAL LEARNING

Our program emphasizes the value of the practical application of knowledge and skills. Not only will you examine the concepts, theories, and research of the discipline, you will also apply it by engaging in a variety of projects, cases, discussions, presentations, written assignments and more. Leadership development is a common thread woven throughout our curriculum.

THE PURDUE FORT WAYNE DIFFERENCE

Stand out with a graduate degree that enhances your qualifications through:

- Small class sizes
- Personal attention from dedicated faculty
- Course offerings designed for working adults
- Internationally recognized degree at a fraction of the cost

"My favorite part of the organizational leadership program is that it's an applied program. For a capstone project we worked with a company and my company happened to be Zimmer Biomet, so it was applied in a sense that we worked with the company and you do some real life things. In today's workforce I think it's becoming more and more important to set yourself apart and one of the ways to do that is through graduate school".

David Watterson

"This program has set me apart from my peers by providing much-needed institutional knowledge on compensation, staffing, training, job analysis, and law. I truly feel that the Organizational Leadership program provided me the opportunity to apply theory in practical application and develop the skills that are needed in my organization. I also learned to view leadership and HR through a strategic lens – verifying that today's decisions meet the long-term focus of the organization."

Kurt Briner

MASTER OF SCIENCE IN ORGANIZATIONAL LEADERSHIP (33 CREDIT HOURS)

The Master of Science in Organizational Leadership offers a foundation in the key principles of organizational leadership through core courses and the opportunity to specialize in either leadership or human resources management.

OL CORE REQUIREMENTS

OLS 51000 Foundations of Behavior and Leadership in Organizations

OLS 51500 Foundations of Human Resources

OLS 52000 Foundations of Organizational Context

OLS 52500 Organizational Analysis and Action
Research Skills

COURSE OF STUDY

The course of study requires completion of 33 credit hours with three components:

- Core requirements
 - Concentration requirements
 - Additional requirements
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- The OL core requirements (15 credits) include courses that are designed to enhance students' ability to serve in leadership and human resources roles in a wide variety of organizations including industrial, medical, service, and other profit and nonprofit organizations.
 - The two concentrations (12 credits) include Human Resources or Leadership.
 - Additional requirements (6 credits).

Students should focus on an area of concentration that best reflects their own interests and career aspirations.



COURSES

HUMAN RESOURCES CONCENTRATION

Students within this area of concentration master the skills needed to promote organizational diversity, develop and manage compensation plans, implement valid selection techniques, and encourage healthy work environments.

OLS 54500 Compensation and Benefits

OLS 55500 Workforce Planning and Employment

OLS 56500 Employee Relations or OLS 57500 Contemporary Employment Practices & the Law Elective

LEADERSHIP CONCENTRATION

Students within this area of concentration master the skills needed to influence behavior, lead project teams and other functional areas of responsibility, and effect organizational change.

OLS 53000 System Change and Organization Development or OLS 57000 Leadership Across Cultural Boundaries

OLS 54000 Leading Collaborative Projects and Work Teams or OLS 56000 Leadership of Virtual Teams

OLS 58700 Developing a Leadership Philosophy Elective

TRANSFER CREDIT

With the approval of the Director of Graduate Studies, students may transfer up to 9 graduate credit hours of appropriate course work with grades of B (3.00) or better earned at other accredited institutions. No more than 12 graduate credits completed as a non-degree student will be counted toward the degree.



COURSES

GRADUATE CERTIFICATE IN ORGANIZATIONAL LEADERSHIP

The Graduate Certificate in Organizational Leadership is built on the same foundational core as the OL master's degree program. Courses are designed to provide both a theoretical foundation to leadership and human resources, and a solid understanding of industry best practices. Students in the graduate certificate program develop the ability to:

- Assess and enhance organizational climate and culture
- Understand the complexity and interrelated nature of organizational phenomena
- Identify practices that promote teamwork as well as personal and organizational effectiveness

CERTIFICATE REQUIREMENTS (15 CREDIT HOURS)

OLS 51000 Foundations of Behavior and Leadership In Organizations

OLS 51500 Foundations of Human Resources

OLS 52000, Foundations of Organizational Context OR OLS 52500 Organizational Analysis and Action

Elective Graduate Courses – 6 credits needed in leadership and/or human resources

ADMISSION REQUIREMENTS

See the Application page in this document to view all of the graduate school admission requirements. In addition to these, the following Department of Organizational Leadership requirements apply:

- Students who are currently admitted to any Purdue graduate degree program at Purdue Fort Wayne are eligible to earn the certificate if they are approved for admission to the program through the Department of Organizational Leadership.
- Students who are not currently admitted to the Purdue Graduate School must apply for admission through the Department of Organizational Leadership.
- Students already enrolled in the OL master's degree program are not eligible for the certificate. Students who initially enroll in the certificate program may apply for the OL master's near completion of the certificate requirements or after the certificate has been granted. A maximum of 12 credit hours earned in the certificate may be applied to a master's degree.
- Students may take the minimum of six OL graduate credit hours prior to admission to the certificate program that may be counted toward completion of the certificate.
- If approved by the OL Graduate Admissions Committee, a maximum of three graduate-level transfer credits may be applied to the requirements for the certificate.



CERTIFICATE

APPLICATION DEADLINES

MAY
1

International: regular fall admission

JUN
30

U.S. Citizen: regular fall admission

NOV
1

International: regular spring admission

NOV
15

U.S. Citizen: regular spring admission

STEPS TO APPLY

- 1. Application:** To begin your application create an account through the portal at pfw.edu/grad-apply. Applicants can make and save changes before submitting by logging in with the username and password used to create the account.
- 2. Application Fee:** The Graduate School application fee is \$60 (U.S. dollars) for domestic applicants and \$75 (U.S. dollars) for international applicants. Your application will not be processed until your nonrefundable application fee has been paid.
- 3. Transcripts:** Through the application portal, you must upload transcript(s) and/or academic document(s) for every institution of higher education you attended regardless of whether or not a degree was received. If a degree was received then it must be printed on the transcripts. If no degree conferral is printed on the transcripts then a copy of the original diploma (degree certificate) is needed. If the documents are not in English, you must upload an English translation certified by the college or university that issued it. For those who have completed degrees in the People's Republic of China, you will also be required to submit the Graduation Certificate.
- 4. Statement of Purpose (Essay):** The statement of purpose should be 300-500 words concerning your purpose for undertaking or continuing graduate study, your reasons for wanting to study at Purdue Fort Wayne, and your research interests, professional plans, and career goals. You also may explain any special circumstances applicable to your background and elaborate on your scholarly publications, awards, achievements, abilities, and/or professional history.
- 5. Recommendations:** Submit names of two individuals who are qualified to evaluate your academic or on-the-job performance who can attest to your ability to pursue a graduate degree. In the online application to the Purdue Graduate School, once you click "Send to Recommender," each individual will receive an email with instructions for submitting their recommendation online. Once submitted, the graduate program to which you applied will have access to view your recommendation(s).

OFFICIAL TRANSCRIPTS

You must provide official transcripts and/or academic records at the request of the graduate program or if you are admitted and choose to enroll. An official transcript bears the original signature of the registrar and/or the original seal of the issuing institution. An unofficial transcript printed from your current/previous institution(s) student system is not an acceptable document. Official documents should be submitted to:

Purdue University Fort Wayne
Office of Graduate Studies
2101 E Coliseum Blvd., KT 140
Fort Wayne, IN 46805

Domestic transcripts must be mailed directly from a Registrar's office to the Office of Graduate Admissions. (You can choose to send the transcripts yourself, but the transcripts must be in an envelope sealed by the Registrar).

INFORMATION

INTERNATIONAL APPLICANTS

All international applicants must also submit the following items to be considered for admission:

1. English Proficiency Scores:

TOEFL for Non-Native English Speakers

Minimum Paper-Delivered Test - no overall score reported with the following minimum section requirements:

Reading: 19

Writing: 18

Listening: 14

Minimum Internet-Based Test (IBT) Overall Score: 80 with the following minimum section requirements:

Reading: 19

Speaking: 18

Listening: 14

Writing: 18

IELTS (Academic Module): An alternative to the TOEFL, overall band score of 6.5 or higher with minimum section requirements:

Reading: 6.5

Listening: 6.0

Speaking: 6.0

Writing: 5.5

ELS - Certificate Level 112

Routine waivers of an English Proficiency exam are granted for applicants who have been conferred a baccalaureate or graduate or professional degree within the last 24 months from an institution where English is the primary language of instruction in a country/location where English is the native language.

2. Transcript Evaluation

International Applicants must submit original and certified copies for every institution of higher education attended. All documents must be submitted in both English and in the original language. All candidates must hold a four-year undergraduate degree or equivalent in any discipline from a recognized institution.

3. Proof of Financial Support

An official letter and financial statement from a bank, company, or government sponsor indicating the availability of sufficient funds to pay for your tuition and living expenses is required.

4. Visa and/or Permanent Resident Card (PRC)

**INTERNATIONAL TRANSCRIPTS SHOULD BE MAILED DIRECTLY TO
THE OFFICE OF INTERNATIONAL EDUCATION**

Purdue University Fort Wayne
International Education
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Fort Wayne, IN 46805-1499, USA
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Email: intladmissions@pfw.edu

PURDUE UNIVERSITY FORT WAYNE



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