



## COMPLETION FORM

### LEADERSHIP DEVELOPMENT PROGRAM | PAGEUP FOR LEARNING

EMPLOYEE NAME: \_\_\_\_\_ DEPT: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

SUPERVISOR NAME: \_\_\_\_\_ SUPERVISOR EMAIL: \_\_\_\_\_

**STEP 1)** Enroll in the Leadership Development Program on the PageUp Learning Management System (LMS).

**\*\*You must be enrolled with supervisor approval prior to your first course.\*\***

**STEP 2)** Use the PageUp LMS to identify courses in each OSU Competency.

**STEP 3)** Complete course work in person or online through LinkedIn Learning within three years (36 months).

**\*\* Up to five electives may be completed through LinkedIn Learning; each must be at least one hour in length. \*\***

**STEP 4)** Submit this completion form to [osu-trng@okstate.edu](mailto:osu-trng@okstate.edu).

Completion of **20 credits** (or courses) is required: two (2) courses identified and two (2) in each of the core competencies. Plus, ten (10) elective courses of your choice.

	TITLE	CREDITS	COMPLETION DATE
<b>OSU COMPETENCY</b>	<b>COURSE OPTIONS - TWO REQUIRED</b>		
SUPERVISORY	CHALLENGING/CRUCIAL CONVERSATIONS <b>or</b> LEADERSHIP PRINCIPLES FOR DELICATE CONVERSATIONS	1	
SUPERVISORY	GUIDING EMPLOYEE ENGAGEMENT <b>or</b> EMPLOYEE ONBOARDING & RETENTION	1	
<b>IF NOT A SUPERVISOR- Complete the (two) below required courses.</b>			
	CHALLENGING/CRUCIAL CONVERSATIONS	1	
	COACHING ESSENTIALS <b>or</b> 360 LEADER	1	
<b>ELECTIVE COURSES - 18 NEEDED</b>			
TWO (2) FROM EACH OF THE OSU COMPETENCIES AND TEN (10) IN THE COMPETECIES OF YOUR CHOICE, BASED ON YOUR PROFESSIONAL DEVELOPMENT GOALS.			
TEAMWORK	(elective)	1	
TEAMWORK	(elective)	1	
PROFESSIONALISM	(elective)	1	
PROFESSIONALISM	(elective)	1	
SERVICE	(elective)	1	
SERVICE	(elective)	1	

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STEWARDSHIP	(elective)	1	
STEWARDSHIP	(elective)	1	
YOUR CHOICE	(elective)	1	
YOUR CHOICE	(elective)	1	
YOUR CHOICE	(elective)	1	
YOUR CHOICE	(elective)	1	
YOUR CHOICE	(elective)	1	
YOUR CHOICE	(elective)	1	
YOUR CHOICE	(elective)	1	
YOUR CHOICE	(elective)	1	
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