

EDUCATIONAL ADMINISTRATION (HUMAN RESOURCES AND HIGHER EDUCATION CONCENTRATION), MASTER OF EDUCATION

General Requirements

In addition to meeting the Graduate School's requirements for admission, retention, examinations, candidacy and graduation as listed elsewhere, requirements for admission to the department include: submitting an online application which includes personal information and recommendations on forms provided by the Graduate School along with Graduate Record Examination scores taken within the last five (5) years.

1. Submit evidence of holding the Standard Teacher Certificate and at least two years creditable classroom teaching experience for the administrator certificate programs if seeking a principal certificate.
2. Complete requirements of the Department Screening Committee as approved by the Graduate School.
3. File a degree and/or certificate plan with the faculty advisor and with the Graduate School Office.
4. A Comprehensive Examination is administered to all students within six (6) hours of graduation. Eligibility to take the Comprehensive Examination, designed by the Educational Administration faculty, is determined by the advisor and the Department Chair. Passing the Comprehensive Examination with a minimum score of 70 is required for graduation.

(All courses must be approved by the department)

Summary

Code	Title	Hours
	Higher Ed Course Requirements (p. 1)	12
	Human Resources Requirements (p. 1)	12
	Internship (p. 1)	3
	Master's Degree Requirements (p. 1)	9
	Total Hours	36

Higher Ed Course Requirements

Code	Title	Hours
EDHI 734	Seminar in Strategic Planning ¹	3
EDHI 733	Intro to Higher Education ¹	3
	Select six credit hours from the following:	6
EDHI 744	Budgeting/Resource Allocation	
EDHI 748	Org & Admin of Higher Edu	
EDHI 750	Higher Education & The Law	
EDHI 771	Student Development Services	
	Total Hours	12

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These courses are required in these areas.

Human Resource Courses

Code	Title	Hours
EDAS 651	Human Resources Management ¹	3
EDAS 680	Seminar in Human Resources ¹	3
	Select six credits from the following:	6
EDAS 636	Law In Human Resources	
EDAS 637	Budgeting	
EDAS 678	Training & Professional Dev	
EDAS 679	Career Development	
EDAS 682	HR & Performance MGMT	
	Total Hours	12

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These courses are required in these areas.

Internship Requirements

Code	Title	Hours
EDAS 783	Internship-Human Resources	3
	Total Hours	3

Master's Degree Requirements

Code	Title	Hours
EPSY 831	Educ Statistics	3
EDFD 633	Research	3
EDFD 581	Foundations Of Education	3
	Total Hours	9

Course substitutions may be made with the approval of the Department Chairman, the Dean of the College of Education, and Dean of the Graduate School on forms provided by the Graduate School Office.