

# MASTER OF EDUCATION IN ADMINISTRATION

## Program Description

The Master of Education in Administration is a thirty hour program designed specifically for those who wish to work towards Principal Certification ([catalog.shsu.edu/archives/2016-2017/graduate/college-departments/education/educational-leadership/principal-certification](http://catalog.shsu.edu/archives/2016-2017/graduate/college-departments/education/educational-leadership/principal-certification)) . The program complies with existing standards for professional certification to produce proficient school administrators who are well educated in school administration and organization; effective leadership strategies; campus business management; and federal, state, and local school regulations. Students in this program will also possess the skills necessary to evaluate programs for overall school improvement, implement research to improve instruction and curricula, and understand how diverse populations and special programs affect a school and its community. A comprehensive TEXES examination is required during the final semester of coursework. The study plan originates in the Department of Educational Leadership.

## Admissions

Applicants seeking admission to the M.Ed. in Administration must submit the following directly to the Office of Graduate Admissions:

1. Graduate Application (<http://www.shsu.edu/admissions/apply-texas.html>)
2. Application fee (<http://www.shsu.edu/dept/graduate-studies/application-fee.html>)
3. Official transcript from the baccalaureate degree granting institution with a GPA of 3.0.
4. Copy of Teacher Service Record from your school district's Human Resource Department with 2 years of certified teaching experience preferred; however, we will consider applicants with 1 year of certified teaching experience (Applicant must be working at a Texas Education Agency accredited school.)
5. Copy of valid Teacher Certificate
6. Two Reference Forms (<http://www.shsu.edu/programs/principal-certification/Department-of-Educational-Leadership-Principal-Reference-Form.pdf>) , one from your school principal and one from an assistant principal
7. Professional Statement
8. Current Resume

NOTE: Applicants selected after the initial screening will be required to complete a video interview and will be required to submit the admission requirements, excluding the reference forms to Tk20 to be considered for official admission to the Principal Certification program as per the Texas Education Agency. Therefore, it is important to keep a copy of the admission requirements.

### Preferred Application Deadlines:

Fall - June 15  
Spring - October 15  
Summer - March 15

### Final Application Deadlines:

Fall - July 15  
Spring - November 15  
Summer - April 15

Please contact the Department of Educational Leadership for additional requirements:

Box 2119, Huntsville, Texas 77341 or by phone (936) 294-1147 or [edu\\_elc@shsu.edu](mailto:edu_elc@shsu.edu) .

Course Prerequisites are strictly observed.

## Degree Requirements

### Master of Education in Administration

The degree requires thirty hours of graduate coursework. A comprehensive examination is required during the final semester of coursework.

#### Master of Education in Administration

EDAD 5332	Adm & Org Of Public Schools	3
EDAD 5372	Fed-State-Local Sch Law	3
EDAD 5386	Spc Populations & Spc Programs	3
EDAD 6362	Campus Leadership Internship <sup>1</sup>	3
EDAD 6370	Campus Business Management	3
EDAD 6371	Role Of Prin In School Admin	3
EDAD 6378	Buildng Capacity For Tch & Lrn	3
EDAD 6379	Prog Eval For School Imprvmt	3

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EDAD 6385	Culturly Proficnt Schl Ldrshp	3
EDAD 6394	Advancing Educ Leadership	3
Total Hours		30

<sup>1</sup> EDAD 6362 is the last course to be taken in the sequence of courses. It may be taken with one other course.