

MASTER OF EDUCATION IN ADMINISTRATION (WITH PRINCIPAL CERTIFICATION)

The Master of Education in Administration is a thirty-six hour program designed specifically for educators who wish to work towards Principal Certification. The program complies with existing standards for professional certification to produce proficient school administrators who are well educated in school administration; 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, improve instruction and curricula, and understand how diverse populations and special programs affect a school and its community. A comprehensive examination is required during the final semester of coursework. The study plan originates in the Department of Educational Leadership.

Applicants seeking admission to the M.Ed. in Administration (with Principal Certification)* **Summer 2019 or after** 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. Pay the \$35 Texas Education Accountability System for Educator Preparation Programs Fee (<http://tinyurl.com/SHSU-EPP-Tech-Fee>) (paid to the TEA as required by TAC 229.9.7 ([http://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=7&ch=229&rl=9](http://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=7&ch=229&rl=9))) if seeking Texas Principal certification
4. Official transcript from the baccalaureate degree granting institution with a GPA of 3.0.
5. 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 (TEA) accredited school.
6. Copy of valid Teacher Certificate
7. Two digital reference forms submitted through applicant's SHSU self-service center to include references from TEA-certified school principals **and** an associate/assistant principal who can supervise and mentor the applicant.
8. Professional Statement
9. Current Resume

Note: Per TEA requirements, as part of the admissions process, applicants will be required to submit a video interview and officially accept any offer of admittance electronically.

* Principal Certification included as of Summer 2019.

Applicants seeking admission to the M.Ed. in Administration **prior to Summer 2019** 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. Apply (https://tk20.shsu.edu/campustoolshighered/createapplicantaccount_menu.do?createnewaccount=true) to the Principal Preparation Program if seeking Texas Principal certification (Instructions (<http://tinyurl.com/SHSU-grad-admissions>))
4. Pay the \$55 Texas Education Accountability System for Educator Preparation Programs Fee (<http://tinyurl.com/SHSU-EPP-Tech-Fee>) (paid to the TEA as required by TAC 229.9.7 ([http://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=7&ch=229&rl=9%E2%88%9A](http://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=7&ch=229&rl=9%E2%88%9A))) if seeking Texas Principal certification
5. Official transcript from the baccalaureate degree granting institution with a GPA of 3.0.
6. 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.
7. Copy of valid Teacher Certificate
8. Two Reference Forms (<http://www.shsu.edu/programs/principal-certification/Department-of-Educational-Leadership-Principal-Reference-Form.pdf>), one reference form from the school principal and one reference form from an assistant principal
9. Professional Statement
10. 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 for the applicant to keep a copy of the admission requirements.

Application Deadlines

Preferred Deadlines:

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

Final Deadlines:

Fall - July 15
 Spring - October 15
 Summer - April 15

Please, contact the Department of Educational Leadership for additional requirements at (936) 294-1147.

Course Prerequisites are strictly observed.

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

Code	Title	Hours
Master of Education in Administration		
EDAD 5332	Adm & Org Of Public Schools	3
EDAD 5352	Communication for Ed Leaders	3
EDAD 5372	Fed-State-Local Sch Law	3
EDAD 5386	Spc Populations & Spc Programs	3
EDAD 6370	Campus Business Management	3
EDAD 6362	Principal Practicum/Internship ¹	6
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
EDAD 6385	Culturly Proficnt Schl Ldrshp	3
EDAD 6394	Advancing Educ Leadership	3
Total Hours		36

¹ EDAD 6362 Principal Practicum/Internship is taken over two long semesters fall and spring or spring and fall (3 hours each semester) and may be taken with one other course.