

Master of Arts (MA)

The Master of Arts in Secondary Administration Program is designed for experienced teachers who have a strong belief in continuous school improvement and a deep desire to become a transformational leader.

This 30 credit-hour program prepares candidates for certification as a secondary principal (7-12), or district special education director (K-12) with additional DESE requirements (certification in special education and 2 years of teaching experience in special education).

For the Special Education Director, the internship requirements are customized to reflect both secondary principal and special education director supervision.

For students who enter the program and wish to **complete both K-8 and 7-12 principal certificates**, an additional 9 hours of coursework is required:

- Both school administration courses (EA630 and EA635)
- Two additional internship courses

All courses are taught online with the internship conducted in the student's school district.

The Master of Arts in Secondary Administration Program focuses on four curriculum themes:

- School Improvement
- Management and Operations
- Instructional Leadership
- Culture and Change

The innovative curriculum is designed and taught in 8-week sessions with a 6 credit-hour internship conducted in the student's school district.

Scholarships and graduate assistantships are available for both 1st year and 2nd year graduate students.

Becoming Career Ready...

/ Complete 30 hours of master's level courses in 5 semesters

/ Complete internship experience in your district

/ Participate in an innovative project-based learning curriculum

/ Engage in productive learning relationships with students from a variety of districts

/ Become transformative leaders who develop high quality programs to inspire, empower and prepare students to succeed.

/ Meet Missouri administrator certification requirements

The Master of Arts in Secondary Administration Program is a nationally and state accredited program whose graduates are highly sought after by school districts. Graduates of the Administration program find employment, pass the state administrator certification exams, and qualify for state certification.

Career Planning

The Educational Administration Program prepares students for 7-12 Principal and, with additional DESE requirements (certification in special education and 2 years of teaching experience in special education) district Special Education Director K-12.

For the Special Education Director, the Internship requirements include an additional six hours of coursework under the supervision of a district-employed Special Education Director.

Test preparation for the Missouri certification exams are built into the program.

The Master of Arts in Secondary Administration Program fulfills the requirements for the following certifications:

**Secondary 7-12 Principal
Special Education Director
(with additional requirements)**

The Master of Arts in Secondary Administration Program is designed to meet Missouri standards for certification. Students seeking certification in other states should contact their state department of education.

Admission Requirements

1. An undergraduate GPA of 2.75 on a 4 point scale
2. A valid teaching certificate

To learn more
Southeast Online
(573) 651-2766

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www.online.semo.edu

To explore
the College
of Education, Health and
Human Studies, visit
semo.edu/education-health

Graduate Program Coordinator
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This is a guide based on the 2019-2020 Graduate Bulletin and is subject to change. The degree program is designed to be completed in five semesters including summer. Students should contact an academic advisor each semester and use Degree Works to monitor their progress. Students may begin the degree during any semester.

CURRICULUM GUIDE

Secondary Administration

Required Courses – 30 hours; 3.25 GPA required

- __EA 625 Foundations of Educational Administration (3)
- __EA 634 School Supervision (3)
- __EA 635 Secondary School Administration (3)
- __EA 647 Internship I in Secondary School Administration (3)
- __EA 651 School Law (3)
- __EA 653 Curriculum for Educational Leaders (3)
- __EA 655 Leadership for Effective School Operations (3)
- __EA 657 Internship II in Secondary School Administration (3)
- __EA 660 Administration and Supervision of Special Education (3)
- __GR 691 Methods of Research (3)
- __GR 698 Master's Final Comprehensive Examination (0)

Prerequisite:

- __EX 390 Psychology and Education of the Exceptional Child (3)

*The internship should be completed during a 6-12-month time period.

Secondary Principal 7-12: Take all secondary level courses listed above including internships. Field experience is completed under the direction of a current secondary principal and the university instructor.

Additional certification requirements for Elementary Principal K-8:

Take all secondary level courses listed above including internships. In addition, take EA630 Elementary School Administration and EA646 Internship I in Elementary School Administration and EA656 Internship II in Elementary School Administration. Field experience is completed under the direction of a current elementary principal and the university instructor.

Special Education Director Certificate: Take all courses listed above for the secondary level. In addition, take EA661 Internship I Special Education Administration and EA662 Internship II Special Education Administration. Field experience is completed under the direction of a current special education director and the university instructor

MA Secondary Administration candidates can be confident of the training they will receive in this program. The Educational Administration degree requirements are based on:

1. Professional Standards for Educational Leaders (PSEL)
2. National Educational Leadership Preparation (NELP) standards
3. Council for Exceptional Children Standards (CEC)
4. Missouri Standards for Preparation of Educators (MoSPE)

Sample Rotation

Sample Rotation I

Summer
EA 655 Leadership for Effective School Operations
EA 660 Administration and Supervision of Special Education

Fall

EA 625 Foundations of Educational Administration
EA 635 Secondary School Administration

Spring

EA 653 Curriculum for Educational Leaders
GR691 Methods of Research

Summer

EA 634 School Supervision
EA 647 Internship I in Secondary School Administration

Fall

EA 651 School Law
EA 657 Internship II in Secondary School Administration
GR698 Comprehensive Examination

Sample Rotation II

Fall
EA 634 School Supervision
EA 660 Administration and Supervision of Special Education

Spring

EA 655 Leadership for Effective School Operation
EA 651 School Law

Summer

EA 625 Foundations of Educational Administration
GR691 Methods of Research

Fall

EA 635 Secondary School Administration
EA 647 Internship I in Secondary School Administration

Spring

EA 653 Curriculum for Leaders
EA 657 Internship II in Secondary School Administration
GR698 Comprehensive Examination

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