

## Master of Arts: Secondary Administration (Online)

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.

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. Leaders who have a commitment to changing the lives of all students through engaging in a high quality rigorous program of study focused on continuous school improvement will be successful in the program.

The Master of Arts in Secondary Administration Program is a 30 hour Online Degree focused on four curriculum themes:

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

The innovative curriculum is designed and taught in eight week sessions with a six hour internship conducted in the student's school district.

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

### Master of Arts in Secondary Administration Students will...

- 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

### Career Planning

The Master of Arts in Secondary Administration Program prepares students to work in administrative roles in schools and school districts. 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 are customized to reflect both secondary principal and special education director supervision. Test preparation for the Missouri certification exams are built into the program.

### Admission Requirements

1. A graduate GPA of 2.75 on a 4 point scale
2. A bachelor's degree in education
3. A valid teaching certificate

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.

## Secondary Administration

This is a guide based on the 2018-2019 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

- \_\_EA625 Foundations of Educational Administration (3)
- \_\_EA634 Supervision (3)
- \_\_EA635 Secondary Administration (3)
- \_\_EA647 Secondary Internship I & (3)
- \_\_EA651 School Law (3)
- \_\_EA653 Curriculum for Educational Leaders (3)
- \_\_EA655 School Business/Facilities Management/Public Relations (3)
- \_\_EA657 Secondary Internship II (3)
- \_\_EA660 Administration and Supervision of Special Education (3)
- \_\_GR691 Methods of Research (3)
- \_\_GR698 Master's Final Comprehensive Examination (0)

##### Prerequisite:

- \_\_EX390 Psychology and Education of the Exceptional Child (3)

**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 EA656 Elementary Internship II. 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. The internship is customized to reflect field work with both a secondary school principal and a current special education director, in addition to the university instructor.

The degree requirements in Educational Administration are based on (1) the Professional Standards for Educational Leaders (PSEL), (2) Educational Leadership Constituent Council (ELCC) standards, (3) Council for Exceptional Children Standards (CEC) and the (4) Missouri Standards for Preparation of Educators (MoSPE).

#### Degree Requirements

The Master of Arts degree in School Administration is a 30 hour program that prepares candidates for certification as a secondary principal 7-12, with additional DESE requirements (certification in special education and 2 years of teaching experience in special education) special education director (K-12). 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 6 hours of coursework is required; both school administration courses are completed (EA630 and EA635) as well as an additional internship experience. All courses are taught online with the internship conducted in the student's school district.

### Sample Rotation

#### Students beginning Summer

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 Leaders  
GR691 Methods of Research

Summer  
EA 634 School Supervision  
EA 647 Secondary Internship I

Fall  
EA 651 School Law  
EA 657 /Secondary Internship II  
GR698 Comprehensive Examination

#### Students beginning Fall

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 Secondary Internship I

Spring  
EA 653 Curriculum for Leaders  
EA 657 Secondary Internship II  
GR698 Comprehensive Examination

To learn more

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