

# M.Ed. - Educational Administration

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Students who wish to pursue graduate study directed toward developing educational leadership knowledge, skills, and dispositions can pursue a Master of Education degree in Educational Administration with a concentration in K-12 School Administration.

## Admission Requirements

The admission factors will be reviewed holistically to assess the potential of the applicant. The successful applicant would typically have an undergraduate upper-division GPA of 3.0 or higher that demonstrates focus on academics, a written statement that demonstrates maturity and commitment to education, and three letters of recommendation from either academic and/or professional references.

- Admission into the M.Ed. in Educational Administration degree programs requires the following:
  - Application for admission to the Graduate School;
  - Completion of a bachelor's degree from an accredited university;
  - Attainment of an undergraduate cumulative Grade Point Average (GPA) of at least 3.00; or
  - Attainment of an undergraduate GPA of no less than 3.00 in all upper-division undergraduate coursework;
  - A written statement by the applicant describing personal and professional goals as related to the focus of the M.Ed. in Educational Administration;
  - A curriculum vitae/resume; and
  - Three (3) letters of recommendation from either professional and/or academic references;
  - Applicants whose degrees are from non-English speaking institutions are required to demonstrate English proficiency. Please consult the Graduate School (<https://www.utep.edu/graduate/future-students/applicant-timelines.html>) website for required scores.
- Conditional admission can be granted to applicants who have been denied unconditional admission to the program. The Admissions Review Committee of the program will consider and make recommendations to admit applicants conditionally. Terms of any conditional admittance will be determined on an individual basis, and will be specified in writing to the Graduate School and to the applicant.
- If you seeking the Principal Certification in addition to the M.Ed. in Educational Administration, you will also need to meet the admission requirements for the certification (<http://catalog.utep.edu/grad/college-of-education/educational-leadership-foundations/principal-certification/>)

## Focus on K-12 Administration

The 30-credit hour Master of Education (M.Ed.) degree program in Educational Administration with a concentration in K-12 Administration is designed to meet the needs of students seeking to develop the knowledge, skills, and dispositions essential to becoming effective K-12 educational leaders. The program requires completion of a set of Foundation courses, Advanced Administration courses, and Specialized Preparation courses. This program also supports students interested in pursuing principal certification in the state of Texas (See Section on Principal Certification).

### Foundation Courses for K-12 Administration (9 semester credit hours):

All Foundation Courses must be taken prior to completing courses at the next level.

Code	Title	Hours
EDAD 5307	Data Based Decision Making	3
EDAD 5310	Administrative Leadership	3
EDAD 5312	Instructional Leadership	3
<b>Total Hours</b>		<b>9</b>

### Advanced Administration Courses for K-12 Administration (9 semester credit hours):

The Advanced Administration Courses will be completed by all students admitted into the program. Prerequisites for registration include successful completion of at least two of the three Foundation Courses. The third Foundation Course can be in progress while the student registers for Advanced Administration courses. These courses include:

Code	Title	Hours
EDAD 5314	School-Based Budgeting	3
EDAD 5342	Educational Law	3
EDAD 5345	Ed Leadrshp in Diverse Society	3
<b>Total Hours</b>		<b>9</b>

## Specialized Preparation Courses for K-12 Administration (12 semester credit hours):

The Specialized Preparation Courses can be completed while the student is also enrolled in one or more of the Advanced Administration Courses. These courses include:

Code	Title	Hours
EDAD 5311	Curriculum Renewal	3
EDAD 5320	Special Education Leadership	3
Plus 6 semester credit hours from the courses below. Students pursuing the principal certification program are required to complete EDAD 5375 and EDAD 5376		6
EDAD 5375	Schl. Lead Field-Based Pract I	
EDAD 5376	Sch Lead Field-Based Pract II	
EDAD 5384	Educ Facilities Management	
EDAD 5388	Central Office Administration	
EDAD 5352	Integ Sem Inst Lead & Prof Dev	
EDAD 5346	Ed Prog Plan, Asses. & Eval.	
EDRS 5305	Educational Research Methods	
EDAD 5365	Directed Individual Study	
<b>Total Hours</b>		<b>12</b>

The purpose of these course offerings is to enable students without sufficient background and/or experiences to better understand major issues, trends, and practices associated with school administration.

Completion of this program could lead towards the Texas Principal Certificate. For admission criteria, see Principal Certification Program (<http://catalog.utep.edu/grad/college-of-education/educational-leadership-foundations/principal-certification/>).

## Degree Plan

### M.Ed.- K-12 Administration Concentration

Required Credits: 30

Code	Title	Hours
<b>(All courses require a grade of C or better)</b>		
Required Courses:		
EDAD 5307	Data Based Decision Making	3
EDAD 5310	Administrative Leadership	3
EDAD 5312	Instructional Leadership	3
Advanced Administration Courses:		
All courses listed below are required:		
EDAD 5314	School-Based Budgeting	3
EDAD 5342	Educational Law	3
EDAD 5345	Ed Leadrshp in Diverse Society	3
Specialized Preparation Course:		
The courses listed below are required:		
EDAD 5311	Curriculum Renewal	3
EDAD 5320	Special Education Leadership	3
Plus 6 semester credit hours from the courses below. Students pursuing the principal certification program are required to complete EDAD 5375 and EDAD 5376		6
EDAD 5375	Schl. Lead Field-Based Pract I	
EDAD 5376	Sch Lead Field-Based Pract II	
EDAD 5384	Educ Facilities Management	
EDAD 5388	Central Office Administration	
EDAD 5352	Integ Sem Inst Lead & Prof Dev	
EDAD 5346	Ed Prog Plan, Asses. & Eval.	
EDAD 5305	Educational Research Methods	

EDAD 5365

Directed Individual Study

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**Total Hours**

**30**