

**Planned Program: Masters of Education Degree in Leadership
Emphasis in Special Education Administration
(45 Credits)**



Last 4 SSN _____

Name _____ G-number _____

Address _____ City _____ ZIP _____

E-mail _____ Phone _____

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| <p>Advisor checks all that apply:</p> <p>1. ___ M.Ed.</p> <p>2. ___ Professional Certificate ¹</p> <p>3. ___ Special Ed. Admin. Approval ²</p> <p>4. ___ Basic Administrator</p> |
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| | Credits | Grade | Notes |
|---|---------|-------|-------|
| I. Social Foundation Courses – Select one (3 credits) | | | |
| EDF 671 Educational Policy and Practice | 3 | _____ | _____ |
| EDF 672 Social/Cultural Foundations of Education | 3 | _____ | _____ |
| II. Research Foundation Course (Prerequisite to EDL 693/695) (3 credits) | | | |
| EDF 660 Educational Inquiry and Evaluation | 3 | _____ | _____ |
| III. Core Curriculum (24 credits) | | | |
| EDL 650 Foundations of Special Ed. Administration | 3 | _____ | _____ |
| EDL 651 Admin. of Sp. Ed. Programs and Services | 3 | _____ | _____ |
| EDL 652 Curr. & Inst. Leadership in Sp. Ed. Admin. | 3 | _____ | _____ |
| EDL 653 Special Education Law | 3 | _____ | _____ |
| EDL 654 Special Education Finance | 3 | _____ | _____ |
| EDL 668 Personnel Administration | 3 | _____ | _____ |
| EDL 677 School and Community Relationships | 3 | _____ | _____ |
| <i>Select One:</i> | | | |
| EDL 667 Elementary Supervision and Evaluation | 3 | _____ | _____ |
| EDL 671 Secondary Supervision and Evaluation | 3 | _____ | _____ |
| IV. Field Experiences (12 credits) ² | | | |
| EDL 685 A K-12 Principal Field Practicum | 3 | _____ | _____ |
| EDL 685 B Special Education Supervisor | 3 | _____ | _____ |
| EDL 685 C Special Education Director | 3 | _____ | _____ |
| EDL 687 Administrative Internship | 3 | _____ | _____ |
| V. Capstone – Select one (3 or 6 credits) ^{2,3} | | | |
| EDL 693: 04 Master’s Project | 3 | _____ | _____ |
| EDL 695: 04 Master’s Thesis | 6 | _____ | _____ |
| VI. Responsible Conduct of Research (RCR) Requirement (0 credits) ⁴ | | | |

Program Requirement Notes

- Additional information on certification requirements can be found on the College of Education website: <https://www.gvsu.edu/coe/grad/educator-certification-requirements-50.htm#FAQ>
- Students must apply in advance for each internship or capstone course. Advisor approval is required. Apply online at <http://www.gvsu.edu/coe/grad/app>. Application deadlines: May 15 for fall enrollment, September 15 for winter enrollment, and February 15 for spring/summer enrollment.
- Students should meet with their advisor midway through their program to decide on a capstone (EDC 693 or EDC 695) and discuss plans for completion. Subject to department approval, capstone course credits may be taken in variable amounts from 1-3 credits (EDC 693) or 1-6 credits (EDC 695) and require continuous enrollment each semester until completed.
- All students must complete Responsible Conduct of Research training as a graduation requirement. This online training should be completed prior to completion of 50% of the graduate program or prior to engaging in any research activity. Certification expires after 3 years and must be current while engaged in any research activity. More information may be found on the COE website: <https://www.gvsu.edu/coe/grad/responsible-conduct-of-research-rcr-requirement-54.htm>
- Michigan Department of Education requirements for supervisor and director approvals include a Master’s degree, teaching endorsement or related service license for special education, and three years employment experience in special education.

Important Program Policies

- Students must apply and be accepted for graduate study in the College of Education. Students who have not been accepted will not be permitted to enroll in coursework beyond 6 semester hours.
- Students have 8 years to complete coursework for degree. Students who have not enrolled for 24 consecutive months must follow the degree and program requirements in the GVSU catalog that are in effect at the time of their re-entry.
- Students must earn a cumulative 3.0 GPA or higher on GVSU graduate coursework with a letter grade of "C" or higher for all courses used for degree.
- Students must apply for degree online through the Registrar’s Office at <http://www.gvsu.edu/registrar>.
- All candidates applying for certification or approvals must initiate the certification recommendation process by self-registering in the Michigan Online Educator Certification System (MOECS) at www.michigan.gov/moecs.

| COE USE ONLY | | | | |
|----------------------|----------------|----------------|----------------|----------------|
| Date Approved: _____ | Updated: _____ | Updated: _____ | Updated: _____ | Updated: _____ |

Student Signature: _____ Advisor Signature: _____ Date: _____
 White/Records Yellow/File Pink/Student
 CODE: EDLD SADM, Basic, SESD FEB 2019 LT