

**EDUCATIONAL SPECIALIST (ED.S.)
DEGREE PROGRAM
IN
EDUCATIONAL ADMINISTRATION
(Leading to Superintendent Certification)**

*Department of Educational Leadership & Policies
College of Education
University of South Carolina*

Web Address: www.ed.sc.edu/leadership/edlp.htm

OVERVIEW OF PROGRAM

The Department of Educational Leadership and Policies offers a 33 semester hour program of graduate study leading to the Educational Specialist (Ed.S.) Degree in Educational Administration. Normally, students pursuing the degree are seeking school district superintendency certification in South Carolina.

Superintendent Certification Requirements

One method of being certified as a superintendent in South Carolina that is accepted by the S. C. Department of Education requires:

1. Completion of an advanced program of study approved for the training of school superintendents. At the University of South Carolina, the Ed.S. Degree in Educational Administration is the approved program.
2. A valid South Carolina Professional Certificate.
3. A score of 590 or better on the Educational Leadership - Administration & Supervision portion of the PRAXIS exam.
4. At least seven (7) years experience as a teacher or administrator with at least two (2) years as a school administrator.

The Ed. S. Program in Educational Administration is the approved program at the University of South Carolina to fulfill requirement no. 1 above. For information about other certification alternatives and additional requirements, it is recommended that the S.C. Department of Education be contacted.

REQUIREMENTS FOR ADMISSION

Successful completion of the following requirements are necessary for admission to pursue graduate study leading to the Ed.S. Degree in Educational Administration:

1. A master's degree from a regionally accredited institution.
2. Application to the Graduate School which includes:
 - a. completion of the Graduate School application form
 - b. submission of official transcripts of all previous credits
 - c. submission of two (2) letters of recommendation, at least one (1) from an immediate supervisor
3. Application to the Graduate School and EDLP Department which includes:
 - a. completion of the EDLP application form
 - b. submission of scores on either the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT). Preference will be given to students scoring at least 850 (verbal + quantitative) on the GRE or at least 40 on the MAT (or 395 new scale). Applicants for whom English is a second language may submit test scores on the TOEFL for admission consideration. Preference will be given to students scoring at least 570 on this exam.
4. A grade point average (GPA) of 3.0 or better required on all previous graduate work and a minimum of 2.5 on undergraduate work.
5. At least three (3) years teaching or related work experience.
6. A statement of intent explaining how admission into the program will help the applicant reach professional goals.

Application materials and directions are available on the USC web site at:
<http://www.gradschool.sc.edu>.

Note: The criteria specified above are minimum entrance requirements and meeting them does not guarantee admission of the programs. The faculty, however, reserve the right to exercise discretion in weighing the different criteria included in each applicant's admissions profile .

Admissions Deadlines

To be considered for admission, the applicant must ensure that his or her file is complete and submitted by the appropriate deadline. No action will be taken on incomplete files. Students wishing to check on the status of their files may do so by visiting the Graduate School section of the USC web site. Normally, applications are acted upon within 30 days after receipt by the program.

Generally, **applicants are encouraged not to take courses in the program until fully admitted.** If a student does take courses as a **non-degree student** (not fully admitted), only six semester hours taken while in that status can be used toward the degree, and only if the courses taken are acceptable to the program.

*Please Note: Students seeking superintendent certification normally should already possess principal certification. The program leading to principal certification is the M.Ed. degree program in educational administration. Students should not enroll in the Ed. S. if they are seeking principal certification. Materials describing the requirements for the M. Ed. degree in Educational Administration which leads to principal certification can be obtained from the Department of Educational Leadership and Policies at our web site:
<http://www.ed.sc.edu/leadership/edlp.htm>*

DEGREE REQUIREMENTS

To receive an Ed.S. degree in educational administration, the student must meet the following requirements:

A. Program Requirements

1. Complete and gain approval of an official program of study.
2. Successfully complete the courses prescribed in the approved program of study with at least a 3.0 grade point average overall and in all 700-800 level courses.

B. Graduate School Requirements

1. Submit an application for graduation to the Office of Student Affairs by the published deadline.
2. Complete at least thirty (30) semester hours of credit from the approved program of study within a six (6) year period. USC coursework older than six (6) years which is part of the last 30 semester hours of the program must be revalidated or retaken. Coursework from other institutions cannot be revalidated.

C. Transfer of Credit

Students who have earned graduate credit beyond the master's degree can apply a maximum of twelve (12) semester hours of such post-masters credit from another institution toward the fulfillment of the thirty-three (33) hours of the program leading to the Ed.S. degree in Educational Administration provided:

1. The study was completed at an institution with regional accreditation.
2. The grade earned was "B" or better.
3. The advisor approves the substitution/use of the course.
4. The course(s) is not designated as "Professional Development"(PD).
5. Official transcripts must be on file in the Graduate School.

NOTE: Only six hours taken at USC as a non-degree student can be used in a program of study, and only upon approval of the program.

Program of Study for the Ed.S. Degree in Educational Administration leading to Superintendent Certification

This program satisfies the academic requirements for certification as a superintendent in South Carolina. Thirty-three (33) semester hours of graduate credit are required. These hours are divided into three areas:

Area 1: Twenty-one (21) hours of coursework in educational administration

- EDLP 753 Advanced Methods of Instructional Supervision (3 hrs)
- EDLP 754 Educational Finance (3 hrs)
- EDLP 755 Educational Policy Analysis (3 hrs)
- *EDLP 756 The Superintendency (3 hrs)
- **EDLP 757a The Superintendent in Practice (3 hrs)
- EDLP 757b The Superintendent in Practice (3 hrs)
- EDLP 758 School Building Planning (3 hrs)

**Note 1: Students should not register for EDLP 757 until they have completed at least three of the required other EDLP courses in this program.*

***Note 2: Students must enroll in EDLP 756 and EDLP 757a concurrently.*

Area 2: Nine (9) hours of coursework in a cognate area.

A cognate is defined as an academic area outside the Department of Educational Leadership and Policies. All cognate courses must have prior approval of the student's advisor. Students are encouraged to select cognates from the following areas: Special Services, Instruction, Behavioral Science, Social Science, and Management Science. At least six hours must be completed in a single academic discipline (e.g., Business Administration, Psychology).

Area 3: Three (3) hours of coursework in educational research.

A three (3) semester hour course in research/measurement/assessment to be selected with the approval of the advisor. This course is in addition to the research course taken at the master=s degree level. Students with no research courses at the master=s degree level will be required to take two research-related courses in the Ed.S. degree program.

Note: Courses taken in a master's degree program cannot be used to fulfill Ed.S. requirements.

Please visit our web site for additional information.

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