



**DEGREE PROGRAMS IN
EDUCATIONAL
ADMINISTRATION
(M.Ed.)
[leads to principal certification
in S.C.]**

<http://www.ed.sc.edu/edlp/EDAD>

Admission criteria for all applicants to the Master's in Educational Administration includes the following:

- Application: A USC Graduate School Application Form and a non-refundable application fee should be completed online via The Graduate School website. (<http://www.gradschool.sc.edu/>). The application fee can be submitted electronically or by check or money order.
- A supplemental application form for the program area in Educational Leadership & Policies should also be completed via this website. **Please note that this application requires a statement of intent.**
- Packet of Supporting Documents: The following supporting documents should be gathered by the applicant for submission to The Graduate School.
 - a. Application fee—if paying by check or money order
 - b. Fee form—printed from browser no matter which payment option is used
 - c. Two letters of reference from persons who can comment directly on the applicant's professional and academic capabilities and potential. Each of these letters should be submitted in separate sealed envelopes with the reference source's signature on the back of the sealed envelope.
 - d. Official transcripts from all other colleges or universities attended. Each of these transcripts must be delivered in sealed envelopes with the stamp or seal of the institution's registrar. The transcript of the applicant's baccalaureate degree from a college or university accredited by a regional accrediting agency should reflect an overall GPA of 2.5 (on a 4.0 scale).
 - e. Photocopies of test scores. Students should submit a copy of test scores with supporting materials. Official tests scores must be reported directly to USC by the testing service. Preference will be given to applicants to the M.Ed. in Educational Administration program who score at least 825 (verbal + qualitative) on the Graduate Record Examination (GRE) or at least 40 or 395 (new scale) on the Miller Analogies Test (MAT). International students whose native language is not English must also submit an official report showing a minimum score of 570 (230 computer-based total) on the TOEFL exam. **[NOTE: Students who score less than the identified minimum on the**

MAT, GRE or TOEFL, MUST submit scores from two administrations of the test to be considered.] Even with two testings, if a score of at least 35 on the MAT (388 new scale) or 800 as a combined score on the verbal and quantitative sections of the GRE is not made, the applicant will not be considered.

All of these items should be placed in a large envelope and either delivered or mailed to: University of South Carolina, The Graduate School, 901 Sumter Street, Suite 303, Columbia, South Carolina 29208. Submission of an incomplete packet will significantly delay the processing of the application.

The M.Ed. requires 36 hours beyond the baccalaureate degree that must be completed no more than six years prior to graduation. * The M.Ed. in Educational Administration incorporates the academic requirements for certification as a school principal in South Carolina.

Comprehensive Exam---M.Ed. in Educational Administration

Any student admitted on or after September 24, 2001, to the master's degree program in administration leading to principal certification will be required to meet a new comprehensive examination requirement. The requirement has two parts:

- Completion of the principalship block (EDLP 706 **and either** EDLP 707A/EDLP 707B **OR** EDLP 709A/709B) with a grade of B or better in each, and
- Successful completion of the NTE Praxis in Educational Administration. "Successful completion" is defined as meeting the required minimum score as specified by the South Carolina Department of Education.

*Individuals enrolled in this M.Ed. program should work to complete all coursework in a timely manner to be assured of the courses being available by distance education. Twenty-seven semester hours are required from the following group of courses:

EDLP 700 Introduction to Educational Administration (3)
EDLP 701 School Leadership (3)
EDLP 702 School Personnel Administration (3)
EDLP 703 Supervision of Instruction (3)
EDLP 704 School Finance and Business Management (3)
EDLP 705 Legal Basis of Educational Organization and Administration (3)
EDLP 706 The Principalship (3)
EDLP 707 The Elementary School Principal in Practice (6) OR
EDLP 709 The High School Principal in Practice (6)

It is recommended that students begin with one of the following courses: EDLP 700, 701, 702, and 703. However, students may take any of the required courses other than EDLP 706, 707a/b and 709 a/b when they are available.

EDLP 707A/707B or 709A/709B must be taken as with EDLP 706 over at least a two-semester period. Students must have completed at least 15 hours of EDLP courses prior to enrolling in EDLP 706, 707A/B, or 709A/B. Three of these hours may be taken concurrently in the semester in which the student starts the 9 hour block of the Principalship (but not later than the first semester of the Principalship block.)

Nine semester hours of related courses are required.

EDCS 725 Principles of Curriculum Construction (3)

A graduate credit course in research/measurement/assessment to be selected with the approval of the advisor (3). Recommended: EDRM 700 or EDRM 723

A graduate credit course in exceptionalities (e.g. exceptional children, special education) or in human growth and development to be selected with the approval of the student's advisor. Recommended: EDEX 523 or EDPY 705

NOTE: Students may ONLY transfer SIX hours of non-degree credit into the M.Ed. in Educational Administration (CD-12).

For more information, contact:

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