

# Master of Science in Education Educational Leadership with a Concentration in Higher Education - Leadership and Administration (MSEd)

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Felecia Commodore, Graduate Program Director

The Higher Education program offers professional graduate degrees for careers in advanced leadership positions in colleges, universities, non-profit organizations, or educational associations. The program has specialized curricular tracks in student affairs administration, international higher education leadership, and leadership and administration.

Students gain professional experience through internships with a wide-variety of colleges, universities, agencies, and associations in the U.S. and abroad. A capstone experience engages students in real-life research projects that are commissioned by university and community leaders.

The program meets the requirements for graduate programs of the American College Personnel Association (ACPA), the National Association of Student Personnel Administrators (NASPA), and the Association for the Study of Higher Education (ASHE). The program meets standards established by the Council for the Advancement of Standards in Higher Education (CAS).

## Admission

Prospective students seeking admission to the Master's degree program in Higher Education must:

1. Meet all University admission requirements as listed in the Old Dominion University Catalog;
2. Submit transcripts of all undergraduate work with an undergraduate GPA of 2.8 overall and 3.0 in the major (students with a GPA lower than 3.0 in the major may be admitted provisionally);
3. Provide two (2) letters of recommendation. At least one letter must come from a professor or an individual who describes the applicant's academic performance and writing ability. Letters from senior-level leaders that endorse the applicant's leadership potential are encouraged;
4. Provide a 1-page single-spaced essay that addresses the questions: What are your professional goals? Why do you wish to obtain the specific degree for which you are applying?
5. Provide a writing sample from undergraduate coursework;
6. Provide a resume that describes the applicant's academic and professional background;
7. Applicants whose native language is not English must submit a current score for the Test of English as a Foreign Language (TOEFL) iBT of at least 80.

Applicants whose admission credentials are slightly below the required minimum will be considered for provisional admission.

## Curriculum Requirements

The Leadership and Administration track prepares professionals for positions in mid- and senior-level positions in academic affairs in colleges, universities, agencies, and associations.

### Core Courses

FOUN 611	Introduction to Research Methods in Education	3
or FOUN 722	Introduction to Applied Statistics and Data Analysis	
HIED 708	Foundations of Higher Education	3
HIED 752	The Law of Higher Education	3
HIED 757	Learning Environment Design and Assessment	3

### Cognate

HIED 712	Strategic Planning	3
HIED 758	Higher Education Leadership	3
HIED 794	Governance, Organization, and Administration of Higher Education	3

### Electives

Select two of the following: 6

HIED 710	Student Affairs Administration	
HIED 733	Professional Helping Skills in Higher Education	
HIED 720	The Private College and University	
HIED 743	Campus Internationalization	
HIED 744	Global Higher Education Systems: A Comparative Approach	
HIED 745	Today's College Student	
HIED 756	Institutional Finance and Resource Management	
HIED 762	Institutional Advancement	
HIED 763	Topical Issues in Higher Education	
HIED 764	College and the University Presidency	
HIED 765	Adult and Continuing Education	
HIED 770	External and Internal Relations for Higher Education	
HIED 771	Global and Intercultural Perspectives in Higher Education	
HIED 793	History of Higher Education	
HIED 795	Topics in Higher Education Administration	
CCL 766	Seminar on the Modern Community College: Foundations, Philosophy, and Vision	

### Field Experiences

HIED 768	Internship in Higher Education Administration (A)	3
HIED 768	Internship in Higher Education Administration (B)	3
HIED 761	Higher Education Capstone	3

**Total Credit Hours 36**

## Special Courses

These courses may be used for a variety of specialized topical seminars and may fulfill requirements in one or more of the cognate areas noted above.

HIED 795	Topics in Higher Education Administration	1-6
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## Additional Requirements

### Continuance

Students must meet all department, college, and university policy requirements for continuance in their academic program. See department policy above.

## Continuance Policy and Procedures for all EFL Programs

The following policy has been established for continuance in *all* graduate programs within the EFL department.

At the end of each semester – fall, spring, and summer – the graduate program directors (GPD) will review student records. As per university policy, students who do not maintain an overall GPA of at least 3.0 in their EFL program will be placed on probation. Students placed on probation have one semester to bring their overall GPA back to a minimum of 3.0. A student may be placed on probation only one time in their EFL program and will not be eligible for a second probationary period. Should a student's GPA fall below 3.0 twice, he/she will be dismissed from the program.

Students who receive a grade of F in any EFL required or elective program course or who receive a final grade of lower than B- in more than one class in their program will be dismissed from their program by the Graduate Program Director and Department Chair. A failing grade in dissertation credits for one semester places the student in warning status and does not automatically dismiss the student from the program. However, two failing grades in dissertation credits will result in dismissal from the program. Students may follow the Grade Appeal Procedure in the ODU Graduate Catalog. In the event a grade is appealed such that the student comes into compliance with the EFL Continuance Policy, he/she will be reinstated.

In accord with University policy, ODU email is considered official communication.

## **Exit**

In order to graduate from the program, students must successfully complete:

1. the required course of study for a total of at least 36 credit hours of coursework; and
2. pass a written comprehensive examination.

## **Non-Degree**

Non-degree students are limited to a maximum of 2 courses prior to admission unless they receive permission from the GPD. Students must receive academic advising from a program faculty member prior to enrollment in any course as a non-degree student. Taking courses as a non-degree student does not guarantee admission into the program.