

# **School of Education**

# ***SCHOOL OF EDUCATION***

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## **HISTORY**

skill.

- A person who is aware of the importance of healthful living practices.
- A person who effectively leads others toward fulfillment of their God-given potential.

#### ACADEMIC CALENDAR

In addition to the campus-wide calendar in the front of this bulletin, the following dates are specific to the School of Education.

#### 1999

##### JULY

6,13	EdS comprehensives
6,8,13,15	EdD/PhD comprehensives
9	MA comprehensives
12-23	Leadership Orientation
18-21	The 1999 Leadership Roundtable

##### AUGUST

18-Sep 22	First Days of School Experience
20	Fall Student Teacher Orientation Assembly

##### SEPTEMBER

27	New graduate-student orientation
27-Dec 17	Autumn Quarter Student Teaching

##### OCTOBER

29	Winter Student Teacher Orientation Assembly
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##### NOVEMBER

8,9	Student Teacher Professional Day(s)
9,16	EdS comprehensives
9,11,16,18	EdD/PhD comprehensives
12	MA comprehensives
30	Deadline for application to Teacher Preparation Program

#### 2000

##### JANUARY

10-Mar 17	Winter Quarter Student Teaching
14	Spring Student Teacher Orientation Assembly
21	Last day for teacher-preparation students to apply for application to the following academic year.

##### FEBRUARY

8,10,15,17	EdD/PhD comprehensives
8,15	EdS comprehensives
11	MA comprehensives

##### MARCH

27-Jun 2	Spring Quarter Student Teaching
30	Deadline for application to Teacher Preparation Program

##### APRIL

21	2000-2001 Student Teacher Orientation Assembly
25, May 2	EdS comprehensives
25,27, May 2,4	EdD/PhD comprehensives
28	MA comprehensives

##### MAY

1	Celebration of Teaching and Learning
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##### JUNE

3	Teacher Dedication Ceremony
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## Graduate Programs

The School of Education offers master's, specialist, and doctoral degrees. A general description of each degree is provided below. Requirements for specific degrees offered in the two departments of the School of Education are described under the departmental headings.

**MAT Master of Arts in Teaching.** The MAT program is an inter-departmental curriculum for teachers who desire a combination of professional preparation and subject-matter specialization in their graduate study. A teaching certificate is required for graduation. Degrees are offered in the Department of Teaching, Learning, and Administration.

**MA Master of Arts.** The MA program is a one- or two-year program beyond the bachelor's degree and is offered in both departments of the School of Education.

**EdS Educational Specialist.** The EdS program builds upon the master's degree in providing a more focused program of study, generally taking a minimum of one year beyond the master's level. Degrees are offered in both departments.

**EdD Doctor of Education and PhD Doctor of Philosophy.** The doctorate consists of course work and a dissertation, usually taking a minimum of two years of work beyond the master's level. Degrees are offered in both departments.

#### ADMISSION

**Time to Apply.** While early applications are recommended, the deadlines for application to the School of Education are as follows:

- For North American students: 3 months prior to the anticipated starting date.
- For non-North American students: 4 months prior to the anticipated starting date.
- For students applying to the Department of Educational and Counseling Psychology: February 1.

**Application Procedure.** In addition to meeting the general requirements for graduate admission as listed on **p. 28**, applicants to the School of Education should note the following GRE requirements.

- Official scores from the Graduate Record Examination (GRE) General Test taken within the last five years must be submitted. MA, MAT, and EdS students may be considered for provisional admission without these scores. MA and EdS students applying for the programs listed below must submit GRE scores before they are considered for any type of admission:
  1. Educational and Developmental Psychology
  2. Community Counseling
  3. School Counseling
  4. School Psychology

#### SCHOLARSHIPS/FINANCIAL AID

Named scholarships are allocated in the spring quarter for the following school year. Students wishing to apply for scholarships should obtain an application form from the School of Education dean's office. The deadline for submitting applications is March 1. Application forms for regular grants are also available from the dean's office.

Applications for graduate assistantships should be submitted to the chair of the department in which the student is studying. Applications for loans must be made through the Student Financial Services Office by April. See Financial Information section of this bulletin for further information.

#### GENERAL ACADEMIC INFORMATION

**Academic Advisement.** A student's initial contact is with the department chair/program coordinator. Normally during the first quarter of registration, a permanent adviser is selected. The adviser's major tasks are to counsel with the student about academic requirements and expectations, and to help develop a course plan which meets these requirements.

**Student Responsibilities.** Students are expected to know the regulations governing academic matters. This bulletin covers general questions relating to academic policies. Although the policies in this bulletin have the weight of faculty action, practice, and precedent, special circumstances may occasionally warrant an exception. In such circumstances, students may use the petition process coordinated by the office of the director of graduate programs.

Procedures to follow in meeting the degree requirements are detailed in the handbooks which have been prepared for the master's, specialist, and doctoral programs.

Responsibility for meeting degree requirements and following the specified procedures rests with the student. Each student is expected to be aware of the various requirements and procedures as published in both the bulletin under which he/she proposes to graduate and the handbook for the program in which he/she is studying. A student may choose to meet the requirements of any bulletin in force while he/she is continuously enrolled as defined for each degree program.

**Student Grievance Procedure.** Andrews University has a grievance (appeal) procedure for students who may oppose or question any practice, decision, and/or policy. The details of this procedure are found in each of the School of Education graduate handbooks and in the undergraduate *Student Handbook*.

**Inactive Status.** A student is considered inactive if he/she has not written to or had a personal visit with his/her adviser or the director of graduate programs for more than two years.

Doctoral students are placed on inactive status if either of the following occurs:

- Before passing the comprehensive examination the student fails to register for eight consecutive quarters.
- After passing the comprehensive examination no progress is made toward completion of the degree (as determined by the student's adviser, dissertation chair, or department chair) for eight consecutive quarters.

For students in the Department of Educational and Counseling Psychology to maintain active status in any of the MA or EdS programs, they must enroll for classes three out of four quarters during the school year. When students fail to enroll for two quarters in a school year, they are placed on inactive status unless they show valid reasons for the lack of progress in their program. Students pursuing a degree during summer sessions only must be enrolled every summer in order to maintain active status in the program. If a doctoral student in the department does not make any

## Undergraduate Programs

The undergraduate programs offered by the School of Education are described under the Teaching, Learning, and Administration section.

progress on his/her dissertation for a period of 12 months, the dissertation chair and committee may reconsider their commitment to the student's dissertation.

After being deactivated, one must make a request to the director of graduate programs for reinstatement before continuing in the program. If it is granted, the student must meet the requirements of the bulletin in force at the time of reinstatement. Doctoral students may be required to select a new dissertation committee and/or topic.

### **Standards of Scholarship**

- To remain in regular standing and to graduate, students must maintain the minimum GPA (on a 4.00 system) required below:
  1. The MAT/MA: a minimum GPA of 3.00 in all courses for the degree and in all courses applied to the major/emphasis.
  2. The EdS: a minimum GPA of 3.20 in all post-master's courses for the degree and in all courses applied to the major/emphasis.
  3. The EdD/PhD: a minimum GPA of 3.30 in all post-master's courses (or post-specialist courses if EdS was received before admission to the doctoral program) for the degree and in all courses applied to the major/emphasis.
- Students whose cumulative GPA drops below the minimum in any given quarter are placed on academic probation. Such students must work with their adviser to develop a schedule of courses that ensures raising the cumulative GPA above the required minimum in a timely manner (normally the following quarter). The director of graduate programs must approve the plan. Students who fail to meet the terms of such a plan are asked to withdraw.
- No grade of D or F or U may count toward a degree. Courses with a grade less than a B- do not count toward the major or emphasis.
- If a student receives an unsatisfactory grade (normally a D or F), the course may be repeated once. However, both the original grade and the repeated grade are used in computing the GPA.
- Any student who receives a grade below B- (including U) in more than four courses in an MA program and in more than three courses (in addition to the four from the MA) in an EdS/EdD/PhD program is asked to withdraw.
- Students may not apply credits earned by examination toward a graduate degree.
- Candidates for the MA degree must pass comprehensive examinations and (if thesis option is chosen) formally defend a master's thesis. Candidates for EdS degrees must pass comprehensive exami-

- Give evidence of ability to pursue advanced study in graduate-level work with a cumulative graduate GPA of 3.20 (4.00 system).
- Meet all other admission standards listed in the Graduate Programs under the Admissions and

may be a full-time internship.

2. **EdD Residency.**

Teaching Strategies

- 10 Learning Differences: Effective Teaching with Learning Styles and Multiple Intelligences
- 11 Helping Students Become Self-Directed Learners
- 12 Technology and Learning in Today's Classroom
- 13 Managing Behavior in the Diverse Classroom
- 14 Assessment to Enhance Student Learning

Regular Courses

Selected regular courses have been designed

