



**Educational Specialist Degree in Elementary/Early Childhood Education**

<http://education.samford.edu/gs>

Dear Prospective Graduate Candidate:

Thank you for your interest in the Educational Specialist in Early Childhood/Elementary education degree at Samford University.

We offer a unique opportunity for graduate study at the Educational Specialist level in Elementary/Early Childhood Education. This program builds on master's level coursework and provides the candidate with the required credentials to be considered for leadership positions in K-12 schools/systems in Alabama. In addition, it will prepare future school leaders with the knowledge and skills needed to positively impact student achievement and to lead successful school improvement initiatives. The program encompasses essential competencies for improving schools and increasing student achievement, utilizing research-based "best practices" for adult learners. The Educational Specialist degree requires successful completion of 30 semester hours.

We look forward to hearing from you.

Sincerely,

Maurice Persall, Ed.D.  
Chair and Professor, Graduate Studies

## Class AA Degree

### ADMISSION STANDARDS:

The recruitment and selection process for the educational specialist in Early Childhood/Elementary Education program at Samford University is designed to find, screen, orient, and place candidates for optimal success in graduate study and ultimately in positions of leadership in education. The program seeks candidates with excellent teaching records, high commitment to student achievement, talent for leadership, past academic success, and creative energy for solving educational problems.

1. To be eligible for admission, a candidate must have earned a Master's Degree and Class A Certification from a regionally accredited college or university in early childhood or elementary education.
2. The candidate shall have earned a minimum of a 3.25 grade point average on a 4-point scale on all previous graduate work.

The process for selection into the Early Childhood/Elementary Education Program is as follows:

1. Each candidate must be recommended by his/her employer (superintendent, principal) or by a professor knowledgeable to the candidate's previous academic and/or training experience. This recommendation must be in the form of a letter accompanied by a completed reference form. The reference form is attached to the application.
2. Each candidate must submit a minimum of two additional references, one of which shall be a peer or professional colleague, and the other person knowledge of the candidate's character.

### GENERAL INFORMATION:

#### 1. Scholarship

A tuition scholarship in the amount of \$87 per semester hour is awarded to all master of science and educational specialist graduate candidates enrolled in the OBBSE graduate program at Samford University. Information regarding loans can be obtained from the Financial Aid Office at 205.726.2905.

#### 2. Tuition

Tuition charges are payable on or before validation day. Please refer to the class schedule or your billing statement to determine deadlines for payment. For payment, contact the Bursar's Office at 205.726.2816.

#### 3. Testing Information – no score over 6 years old will be accepted

- A. GRE, Graduate Record Examination  
[www.ets.org/gre/](http://www.ets.org/gre/)

GRE-ETS  
P.O. Box 6000  
Princeton, NJ 08541-6000

**Phone:**  
1-609-771-7670  
Monday – Friday, 8am – 7:45pm EST, except for U.S. holidays

- B. MAT, Miller Analogies Test

[www.milleranalogies.com/](http://www.milleranalogies.com/)

Pearson  
Attn: Customer Service  
P.O. Box 599700  
San Antonio, TX 78259

**Customer Service:**  
Phone: (800) 211-8378

#### COMPLETION REQUIREMENTS:

1. Completion of Course Work

Candidates in all graduate programs must ensure that they take the correct courses, according to the checklist, and earn the correct number of semester hours for completing the degree. All candidates have six (6) years in which to complete their graduate programs.

2. Grade Point Average

A GPA of 3.25 must be maintained throughout and upon completion of the graduate program.

3. State Certification Application

Upon starting the last semester of classes, candidates will come to a Comprehensive Examination orientation meeting. At this meeting, the Certification Officer, will present you with all materials needed to apply for your State certification. All certification paperwork should be turned in to the Certification Officer no later than the last day of the candidate's last class before graduation.

4. Comprehensive Exit Examination

The Chair of Graduate Studies, will inform candidates of the Comprehensive Examination process at the Comprehensive Examination orientation meeting. Candidates will complete the Comprehensive Examination process at a date determined by the Chair of Graduate Studies.

## APPLICATION PROCEDURES:

1. Complete a graduate school application (included in this packet) and return it to the Graduate Office with the \$25 application fee. Make check or money orders payable to Samford University.
2. Submit two official transcripts from all colleges or universities from which the candidate graduated
  - If the candidate did not take a special education course at the master's level then the candidate must request one (1) official transcript from their bachelor's degree documenting that the candidate has completed a bachelor's level special education course. If the candidate did not complete a bachelor's level course, then the candidate will be required to complete Samford's master's level Instructional Adaptation for Student Diversity to meet ALSDE's requirements that all education majors have an introductory special education course in addition to the course requirements already in place for the degree. If the candidate has had a master's level introductory special education course, the candidate's master's transcripts should reflect this.
  - If the candidate did not take an educational technology course at the master's level then the candidate must request one (1) official transcript from their bachelor's degree documenting that the candidate has completed a bachelor's level educational technology course. If the candidate did not complete a bachelor's level course, then the candidate will be required to complete Samford's master's level Curriculum Integration of Technology to meet ALSDE's requirements that all education majors have an introductory educational technology course in addition to the course requirements already in place for the degree. If the candidate has had a master's level introductory educational technology course, the candidate's master's transcripts should reflect this.
3. Have three (3) recommendations sent – one must be from your principal or immediate supervisor
4. Provide official evidence of your score on either the Miller Analogies Test (396 minimum) or the Graduate Record Examination (800 minimum – verbal and quantitative). – **NO SCORE OLDER THAN 6 YEARS WILL BE ACCEPTED**
5. Submit a copy of the Class A Alabama certificate.
6. Complete the Disposition Form (included in this packet).
7. Written Essay – this should be a minimum of one page per topic outlined below describing:
  - What you consider to be your most significant contribution within your professional field and why
  - Reasons for pursuing the degree
  - Expectations from the program
  - Goals after completion of the program
8. Complete the Student Health Services Immunization Record and **send to Student Health Services**.

ITEMS 1-7 SHOULD BE MAILED **NO LATER THAN ONE MONTH PRIOR TO THE FIRST DAY OF CLASS OF THE TERM THE CANDIDATE WISHES TO ENROLL** (see "Application Deadlines" link on our website at <http://education.samford.edu/gs>) to:

Leslie M. Daniel, M.Ed.  
Assistant to the Chair of Graduate Studies, Dr. Maurice Persall  
Master of Science and Educational Specialist Programs Assistant  
Samford University  
School of Education  
Graduate Studies Department  
800 Lakeshore Drive Birmingham, Alabama 35229

Name:

S.S. \_\_\_\_\_

**Educational Specialist Degree  
Early Childhood Education  
30 Semester Hours**

	<b>Curriculum and Teaching</b>			
	12 semester credits required			
Course	Course Name	Credits	Term	Grade
EDUC 607	Elementary Exemplary Programs	3		
EDUC 623	Implementing Curricular Change	3		
EDUC 624	Learning Theories: The Pursuit of Knowledge	3		
EDUC 628	Advanced Evaluation of Teaching and Learning	3		
	Foundations of Professional Studies			
	9 semester credits required			
Course	Course Name	Credits	Term	Grade
EDUC 620	Quality Education Practicum	3		
EDUC 625	Policy Issues in Education	3		
EDUC 681	Research in Curricular Area	3		
	Teacher Leadership			
	6 semester credits required			
Course	Course Name	Credits	Term	Grade
EDUC 622	Instructional Leadership	3		
EDUC 627	Mentor Training	3		
	Electives			
	3 semester credits required			
Course	Course Name	Credits	Term	Grade
EDUC 626	Social Problems of Children and Youth	3		

- Survey of Special Education coursework required if not previously completed;  
Educ 510 Instructional Adaptation for Student Diversity \_\_\_\_\_

\*This checklist is the most current checklist approved by ALSDE, please note this checklist is subject to change and the candidate will be held responsible for completing all requirements of the checklist currently in place when the candidate begins their program.

Name:

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Application for Admission to Graduate Studies

Today's Date \_\_\_\_\_

**Personal Information (Print)**

Name \_\_\_\_\_  
LAST FIRST MIDDLE MAIDEN

Social Security Number \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_

The following information is for statistical purposes only and will, in no way, be used in a discriminatory manner:

Date of Birth \_\_\_\_\_ Religious Preference \_\_\_\_\_ Race \_\_\_\_\_ Gender \_\_\_\_\_

**Present Employer Information**

Present Employer \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone ( ) \_\_\_\_\_ Work Email \_\_\_\_\_

Title of Position \_\_\_\_\_

**Educational Information**

Please check the program you plan to complete:

- \_\_\_\_\_ Class A Master of Science Degree in Early Childhood/Elementary Education
- \_\_\_\_\_ Class A Fifth Year, Non-traditional Master of Science in Early Childhood/Elementary Education
- \_\_\_\_\_ Class AA Educational Specialist Degree in Early Childhood/Elementary Education
- \_\_\_\_\_ Class A Master of Science Degree in Instructional Leadership
- \_\_\_\_\_ Class A **Program** in Instructional Leadership
- \_\_\_\_\_ Class A Master of Science Degree in Gifted Education
- \_\_\_\_\_ Class A **Program** in Gifted Education
- \_\_\_\_\_ Class A Master of Science Degree in Secondary Collaborative
- \_\_\_\_\_ Class AA Educational Specialist Degree in Educational Administration
- \_\_\_\_\_ Ed.D. Doctoral Program in Educational Leadership
- \_\_\_\_\_ Recertification in Early Childhood/Elementary, Gifted, Secondary Collaborative, Instructional Leadership, Educational Administration (Please circle one)

When do you anticipate starting your graduate program? \_\_\_\_\_

If you are coming for recertification, how many courses are you planning on taking? \_\_\_\_\_

Are you applying with a cohort? \_\_\_\_\_ If so, what school system? \_\_\_\_\_

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**Teaching Certificate Information**

Are you in possession of a U.S. or international teaching certificate? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please identify highest Class level and teacher number: \_\_\_\_\_

If you do not hold a certificate, are you or will you be eligible for a U.S. or international certificate? Yes \_\_\_\_\_ No \_\_\_\_\_

If you do not currently hold a certificate, but will be eligible, please give eligibility date: \_\_\_\_\_

Any candidate who does not currently hold a certificate, but will be eligible, must provide documentation that certification has been applied for in place of providing a copy of the certificate as part of the candidate's application materials and must provide the Graduate Studies office with a copy of the certificate immediately when the certificate is received. If the certificate is not provided, the candidate will not be eligible for graduation until a copy of the certificate is on file.

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**Graduate School Entrance Testing Information – OFFICIAL SCORE REPORT MUST BE SENT TO GRADUATE STUDIES OFFICE as part of your application materials-no score over 6 years old will be accepted**

	Date	Score
Miller Analogy Test (MAT)	_____	_____
Graduate Record Examination (GRE)	_____	_____

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**High School and College/University Information**

Name of Institution	Date(s) Attended	Major/Minor	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have you ever been placed on academic probation by any school? Yes \_\_\_\_\_ No \_\_\_\_\_ If so, please explain:

\_\_\_\_\_

Have you had an introductory Special Education course? \_\_\_\_\_ If so, where and when? \_\_\_\_\_

Have you had an introductory educational technology course? \_\_\_\_\_ If so, where and when? \_\_\_\_\_

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In completing this application, I realize that Samford University is a Christian institution and that it has a right to require of its candidates conduct that is at all times honorable, clean, and sober. I certify that I have given complete and accurate information concerning my academic background.

Signature \_\_\_\_\_ Date \_\_\_\_\_

By signing this application, I understand that I am ultimately responsible for meeting the requirements of my program/degree.

This form must be completed and signed before application can be processed in the Admissions Office. Samford University is an Equal Opportunity institution and does not discriminate in receiving applications and offering programs based upon race, color, gender, national origin, age (over 40), disability, marital status, or veteran status, and in all ways, fulfills its obligations under Title VII of the Civil Rights Act of 1964, as amended, and Title I of the Americans with Disabilities Act of 1990.



## Dispositions

The faculty of the graduate program in the School of Education at Samford University believe that effective educational leaders must demonstrate the following dispositions.

*An effective educational leader:*

1. Interacts appropriately and positively with others
2. Treats others with courtesy, respect, and open-mindedness
3. Works with diverse groups and handles issues of diversity with respect and affirmation
4. Shows concern for the self-concept and self-esteem of others
5. Demonstrates leadership in challenging all students to high levels of achievement
6. Participates and contributes actively to team efforts
7. Facilitates the work of others
8. Is reliable, responsible, and consistent
9. Demonstrates leadership and reflective decision-making consistent with the role of teacher leader/chief learning officer
10. Exhibits a strict code of honesty related to all assignments in the workplace as well as in graduate work
11. Acknowledges the written work of others scrupulously in research and other projects

All applicants for graduate studies in the School of Education at Samford will submit a reference form from their employer rating their performance related to these dispositions. Candidates will evaluate themselves against these criteria as they move through their graduate program. Anyone who fails to demonstrate these dispositions while a graduate candidate at Samford will be asked to meet with a team of graduate professors and will be asked to provide a self-improvement plan. Continued failure to uphold these standards of conduct will result in dismissal from the program.



DISPOSITION FORM

Name of applicant: \_\_\_\_\_

Program for which the applicant is applying: \_\_\_\_\_

**Please rate the applicant based on your observation of his or her performance.**

	High	Above Average	Average	Below Average	Not Observed
Interacts appropriately and positively with others					
Treats others with courtesy, respect, and open-mindedness					
Exhibits sound judgment and moral reasoning					
Works with diverse groups and handles issues of diversity with respect and affirmation					
Shows concern for the self-concept and self-esteem of others					
Demonstrates leadership in challenging all students to high levels of achievement					
Participates and contributes actively to team efforts					
Facilitates the work of others					
Is reliable, responsible, and consistent					
Demonstrates leadership and reflective decision-making consistent with the role of a teacher leader/chief learning officer					
Exhibits a strict code of honesty related to all assignments					
Acknowledges the work of others scrupulously					

Reference's name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Student Health Services

Dear Prospective Candidate:

Please **carefully review the Immunization form**. The University requires all candidates to submit this Immunization Record in order to reduce the risk of communicable disease on campus. **The completed form is due no later than two weeks after the first day of class of the term the candidate will be starting their program**. The record must be signed by a healthcare provider or include a health department stamp. **Failure to submit this documentation within two weeks after the first day of class of the term the candidate begins their program will result in a \$150 fine and a registration hold on your account.**

If you need to receive any immunizations to complete your form, you may do so at Student Health Services on campus. Please note that we do not process insurance claims and that you will incur some expense for any vaccinations, skin test, or laboratory testing done on campus. Our office is available Monday through Friday, 8:00am to 12:00pm and from 1:00pm to 4:30pm. Please call the office at (205) 726.2835 if you have any questions concerning this form or if you would like to schedule an appointment for immunizations. No appointments are scheduled during the month of July.

To obtain the Immunization Form, please go to:

[http://www.samford.edu/groups/stuaff/stuhealth/Immunization\\_Record.pdf](http://www.samford.edu/groups/stuaff/stuhealth/Immunization_Record.pdf)

Return the completed form to:

**Samford University  
Student Health Services  
800 Lakeshore Drive  
Birmingham, Alabama 35229**

Before mailing the form, **please make a copy for your personal records**. We look forward to having you on campus!



## **IDENTITY**

Samford University is a Christian community focused on student learning.

Samford was founded in 1841 by Alabama Baptists. In the present day, it maintains its ties to Alabama Baptists, extending and enhancing their original commitment by developing and maintaining in the campus community an exemplary Christian ethos and culture.

## **MISSION**

The mission of Samford University is to nurture persons in their development of intellect, creativity, faith, and personhood. As a Christian university, the community fosters academic, career, and ethical competency while encouraging social and civic responsibility, and service to others.

## **CORE VALUES**

The Samford community values lifelong:

- belief in God, the Creator of heaven and earth, and in Jesus Christ, His only Son, our Lord.
- engagement with the life and teachings of Jesus
- learning and responsible freedom of inquiry
- personal empowerment, accountability, and responsibility
- vocational success and civic engagement
- spiritual growth and cultivation of physical well-being
- integrity, honesty, and justice
- appreciation for diverse cultures and convictions
- stewardship of all resources
- service to God, to family, to one another, and to the community.

## **SCHOOL OF EDUCATION GRADUATE STUDIES CORE VALUES**

The School of Education Graduate Studies department values lifelong:

- dedication to every student's success
- continuous improvement
- trust and personal responsibility in all relationships
- productive partnerships
- intelligent opportunism

## **VISION**

Anchored in Christian understanding, Samford University will be a diverse community, stressing vigorous learning and personal faith, in the Baptist tradition. Within that commonality, the Community will be: innovative in teaching, learning and research; sensitive to global issues; aggressive in self-assessment and continuous improvement. Faithful to its mission, Samford will be known and acknowledged worldwide by holding to its core values. The world will be better for it.