



Master of Science in Secondary Collaborative

<http://education.samford.edu/te/graduate.asp>

Dear Prospective Graduate Student:

Thank you for your interest in the Secondary Collaborative Graduate Program at the Orlean Bullard Beeson School of Education and Professional Studies at Samford University. This is a unique program offering initial certification in secondary special education to teachers at all levels. To be considered for the program, the prospective student must hold a Class B teaching certificate and meet the admission requirements outlined in the following admissions packet. The secondary collaborative program is a 30 hour master's degree program. The student may select 3 electives during their course of study. The remaining core courses include the following:

- EDUC 582- Issues and Trends in Special Education
- EDUC 585- Assessment Procedures and Processes
- EDUC 586- Managing Challenging Behavior in the Classroom: A Functional Behavioral Approach
- EDUC 589- Methods of Differentiating Instruction in the Secondary Classroom
- EDUC 593- Research-Based Methods of Instruction at the Secondary Level
- EDUC 595- Practicum in Secondary Collaborative
- EDUC 597- Curriculum Integration of Technology

The program of study will focus on current research, trends, practices, laws, litigation and theoretical issues facing the field of secondary special education, as well as, specific strategies and teaching skills for meeting the individual needs of students in the general education classroom and the special education classroom. Any educator would benefit from the expertise gained from this field of study. Regardless of where you hope to teach, if you are interested in a master's degree at the secondary level, this program will make you a better teacher who is more equipped to deal with the varying needs of students at the secondary level.

We look forward to hearing from you.

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

Samford University
Orlean Bullard Beeson School of Education and Professional Studies
Master of Science Degree in Secondary Collaborative Education
Class A Certification

Eligibility for Admission:

To be eligible for admission, a student must hold a bachelor's degree from an accredited institution of higher education and a Class B Alabama teaching certificate. In addition, the following requirements must be met in order to be formally admitted:

1. Two official transcripts from all regionally accredited colleges or universities from which the student graduated
2. A copy of a Class B Alabama teaching certificate
3. Undergraduate/graduate GPA of 3.0
4. Application and \$25 application fee (check or money order) payable to Samford University
5. Satisfactory performance on written critique of article completed on site (students must schedule this with Dr. Mandy Hilsmier – 205.726.4047 or acstrong@samford.edu)
6. Three letters of recommendation from professors, employers, colleagues, friends or clergy – one must be from your immediate supervisor
7. Completion of Disposition Form by candidate's principal or supervisor
8. Official score on GRE, Graduate Record Examination, of 800 (combined verbal and quantitative) or MAT, Miller Analogies Test, of 396, see [Test Information](#) – **no score older than 6 years will be accepted**
9. Immunization Record provided by Student Health Services prior to registering for their first semester. Students failing to submit a completed immunization record or documentation supporting exemption to Student Health Services within the first two weeks of class will be subject to a \$150 fine and a registration hold will be placed on their student record

All items listed above, excluding the Immunization Record which is sent to Student Health Services, must be mailed **NO LATER THAN ONE MONTH PRIOR TO THE FIRST DAY OF CLASS**

OF THE TERM THE STUDENT WISHES TO ENROLL (see “Application Deadlines” link on our website at <http://education.samford.edu/te/graduate.asp>) to:

Dr. Maurice Persall
Chair and Professor, Graduate Studies
School of Education and Professional Studies
Samford University
Orlean Bullard Beeson Hall 227
800 Lakeshore Drive
Birmingham, Alabama 35229

General Information:

1. Program Checklist

Students must follow the checklist in order to earn the program degree and teacher certification

2. Transfer Credits

Students may be eligible to transfer up to six (6) semester hours (or no more than two (2) courses) of coursework from another institution, provided these courses are equivalent to Samford’s courses. Transfer courses require the pre-approval of the Director of the graduate program, the Certification Officer, and the Alabama State Board of Education. Students wishing to receive pre-approval must provide three (3) official copies of transcripts and detailed catalog course descriptions for each course from the University where these courses were taken. No courses will be accepted older than six (6) years and the student must have earned a grade of B or better in each course the student wishes to be considered for transfer.

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

A. GRE, Graduate Record Examination

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/

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

Customer Service:
Phone: (800) 211-8378

4. Financial Information

A tuition scholarship in the amount of \$87 per semester hour is awarded to all master of science and educational specialist graduate students (except Employee Tuition Benefit candidates) enrolled in the OBBSE Graduate Program. Information regarding loans can be obtained from the Financial Aid Office at 205.726.2905.

Completion Requirements:

1. Completion of Coursework

Students 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 a degree. All students have a maximum of 6 years to complete their program.

2. Grade Point Average

A GPA of 3.5 must be maintained throughout the graduate program and until the completion of the program. Students whose GPA drops below 3.5 are required to withdraw from the program.

3. State Certification Application

Upon starting the last semester of classes, students 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 student's last class before graduation.

4. Comprehensive Exit Examination

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

Name:

S.S.

Master's Degree
Secondary Collaborative
(30 semester hours)

	<u>Class A Certification</u> <u>Secondary Collaborative</u>	TERM	GRADE
	Required Courses		
EDUC 582	Issues and Trends in Special Education		
EDUC 585	Assessment Procedures and Processes in Special Education		
EDUC 586	Managing Challenging Behavior in the Classroom: A Functional Behavioral Approach		
EDUC 589	Methods of Differentiating Instruction in the Secondary Classroom		
EDUC 593	Research-Based Methods of Instruction at the Secondary Level		
EDUC 595	Practicum in Secondary Collaborative		
EDUC 597	Curriculum Integration of Instructional Technology		
	Elective Courses (Pick 3 with advisor approval)		
EDUC 513	Instructional Design for Optimal Student Learning		
EDUC 514	Social Dynamics and Student Learning		
EDUC 515	Standards-Driven Teacher Leadership		
EDUC 520	Foundations of Instructional Leadership		
EDUC 526	Legal and Ethical Issues in Education		
EDUC 580	Developing Creative and Critical Thinking Skills in Gifted Education		
	*** Survey of Special Education Coursework (required if not previously completed.):		
EDUC 510	Instructional Adaptation for Student Diversity		
Total Required Credits:			30

When do you anticipate starting your graduate program? _____

Are you applying with a cohort? ____ If so, what school system? _____

Teaching Certificate Information

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

If yes, please identify type: _____

If you do not hold a certificate, are you eligible for a U.S. or international certificate? Yes ____ No ____

If yes, please identify type: _____

Graduate School Entrance Testing Information – OFFICIAL SCORE REPORT MUST BE SENT TO GRADUATE STUDIES OFFICE as part of your application materials

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

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:

In completing this application, I realize that Samford University is a Christian institution and that it has a right to require of it's students 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 _____

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 it's 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. Students will evaluate themselves against these criteria as they move through their graduate program. Anyone who fails to demonstrate these dispositions while a graduate student 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.



Office of Graduate Studies

DISPOSITION FORM

Name of applicant: _____

Graduate Program: M.S. _____ Ed.S. _____ Ed.D. _____

Anticipated date of entrance into program: _____

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 Student:

Please **carefully review the Immunization form**. The University requires all students 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 student 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 student 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

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!