The Specialist in Educational Administration Program is a nationally and state accredited program whose graduates are highly sought after by school districts. Graduates of the Administration program find employment, pass the state administrator certification exam, and qualify for state certification.

The Specialist in Administration is a 30-hour Online Degree focused on four curriculum themes:
/School Improvement
/Management and Operations
/Instructional Leadership
/Culture and Change

The innovative curriculum is designed and taught in eight-week sessions with a six-hour internship conducted in the student’s school district.

Scholarships and graduate assistantships are available for both 1st year and 2nd year graduate students.

Becoming Career Ready...
/Students complete 30 hours of specialist level courses in 5 semesters.
/Students complete internship experience in their districts.
/Students participate in an innovative project-based learning curriculum.
/Students engage in productive learning relationships with students from a variety of districts.
/Students become transformative leaders who develop high quality programs to inspire, empower and prepare students to succeed.
/Students meet Missouri administrator certification requirements.

Career Planning
The Specialist in Educational Administration Program prepares students to work in administrative roles in schools and school districts as superintendents and career principals. The Educational Administration Program also prepares students for non-certificated administration roles such as director of curriculum, director of finance, and director of transportation. Test Prep for the Missouri certification exam is built into the program.

The Specialist in Educational Administration Program fulfills the requirements for the following certifications:
Superintendent
Career Principal

The Specialist in Educational Administration Program is designed to meet Missouri standards for certification. Students seeking certification in other states should contact their state department of education.

Admission Requirements
1. A graduate GPA of 3.5 on a 4.0 scale
2. A master's degree from a regionally accredited institution of higher education. The master's degree must be appropriate to the student's educational objective. If not, the student will be required to take additional graduate work before regular admission is granted.
3. A valid teaching certificate

Cooperative Doctoral Program
For students who are admitted to the cooperative doctoral program with the University of Missouri, the course requirements for the Specialist degree can be modified to combine course work from the Specialist degree program at Southeast Missouri State University with course work at the beginning of the doctoral program to obtain superintendency certification. The program requirements are:
/Admitted to the Ed.D. program at MU
/Admitted to the Specialist in Administration at Southeast
/Complete 24 hours of specialist coursework
/Complete the first year of coursework in the Doctoral program

Once the above requirements are met, Southeast will grant a specialist degree. For the purposes of administrator certification, Missouri requires a specialist degree. Missouri does not grant superintendent or other advanced administrator certification based on the Doctoral degree.
**COLLEGE OF EDUCATION, HEALTH AND HUMAN STUDIES**

**Specialist: Educational Administration (Ed.S.)**

This is a guide based on the 2020-2021 Graduate Bulletin and is subject to change. The degree program is designed to be completed in five semesters including summer. Students should contact an academic advisor each semester and use Degree Works to monitor their progress. Students may begin the degree during any semester.

### CURRICULUM GUIDE

<table>
<thead>
<tr>
<th>Required Courses – 30 hours plus prerequisites</th>
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<tbody>
<tr>
<td><strong>Required Core Courses</strong></td>
</tr>
<tr>
<td>Choose One of the Following Specialty Areas:</td>
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<tr>
<td>SUPERINTENDENCY:</td>
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<tr>
<td>___EA707 Personnel Management in Education (3)</td>
</tr>
<tr>
<td>___EA709 Leadership and Communications (3)</td>
</tr>
<tr>
<td>___EA710 Leading District Improvement (3)</td>
</tr>
<tr>
<td>___EA737 Administration of Curriculum (3)</td>
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<tr>
<td>___EA743 Data for Continuous Improvement (3)</td>
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<tr>
<td>___EA755 Ethics, Law, and Policy (3)</td>
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<tr>
<td>___EA756 Financial Management and Leadership (3)</td>
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<tr>
<td>___EA760 Internship I: Specialist Level (3)</td>
</tr>
<tr>
<td>___EA761 Internship II: Specialist Level (3)</td>
</tr>
<tr>
<td>___EA785 School Plant Planning and Operation (3)</td>
</tr>
</tbody>
</table>

ADVANCED PRINCIPALSHIP:

- Required Courses:
  - ___EA707 Personnel Management and Leadership (3)
  - ___EA709 Leadership & Communications (3)
  - ___EA710 Leading District Improvement (3)
  - ___EA737 Administration of Curriculum (3)
  - ___EA743 Data for Continuous Improvement (3)
  - ___EA755 Ethics, Law, and Policy (3)
  - ___EA756 Financial Management & Leadership (3)
  - ___EA785 School Plant Planning and Operation (3)

- Choose 6 hours from the following:
  - ___EA718 Instructional Leadership Strategies (3)
  - ___EA722 Equity in Educational Leadership Practices (3)
  - ___EA727 Curriculum Development & Alignment (3)

**Prerequisite courses or equivalent:** 0-33 hours

**NOTE:** All prerequisites must be completed before any 700 level classes. Prerequisites are the courses required for principal certification.

- ___EX390 Psychology and Education of the Exceptional Child
- ___EA625 Foundations of Educational Administration
- ___EA630 Elementary Administration
  - OR
  - ___EA635 Secondary Administration
  - ___EA634 Supervision
  - ___EA653 Curriculum for Educational Leaders
  - ___EA646 & 656 Elementary Internship I & Internship II
  - OR
  - ___EA647 & 657 Secondary Internship I & Internship II
  - ___EA651 School Law
  - ___EA655 School Business/Facilities Management/Public Relations
  - ___EA660 Administration and Supervision of Special Education
  - ___GR691 Methods of Research

The degree requirements in Educational Administration are based on (1) the Professional Standards for Educational Leaders (PSEL), (2) the National Education Leadership Preparation standards (NELP), and (3) the Missouri Leaders Standards.

### Sample Rotation

- **Semester 1**
  - EA710 Leading District Improvement
  - EA707 Personnel Mgmt.

- **Semester 2**
  - EA756 Financial Mgmt. and Leadership

- **Semester 3**
  - EA709 Leadership and Communication

- **Semester 4**
  - EA737 Administration of Curriculum

- **Semester 5**
  - EA760 Internship I: Specialist

**Degree Requirements**

The Specialist degree in School Administration is a 30-hour program that prepares candidates for certification as a superintendent (K-12), career principal (K-8/7-12), and career special education director (K-12). For students entering the program with a masters’ degree in school administration, only the 30 hours of core courses are required, and the program can be completed in five semesters including the summer. All courses are taught online with the 6 hours of internship conducted in the student’s school district.

For students who enter the program with a masters’ degree other than school administration, the advisor will determine the required prerequisite courses. All 600 level prerequisite courses can be taken online. For initial principal certification, Missouri requires a degree in administration. This means that a student must complete the prerequisites and the specialist degree before applying for the initial principal certificate.

Students who have one year of experience as a building level principal or special education director and do not desire the superintendent certificate may opt out of the internship. They would substitute two other courses for the 6 hours of credit. Students should discuss this option with their advisor.